

**Gordon County Board of Commissioners**  
**Work Session Minutes**  
**January 3, 2022**

**Members Present**

Bud Owens, Commissioner  
Kevin Cunningham, Commissioner  
Chad Steward, Commissioner  
Bruce Potts, Commissioner  
Kurt Sutherland, Commissioner

**Others Present**

James F. Ledbetter, County Administrator  
Keith King, Interim County Clerk  
9 Guests  
Media

Senior Commissioner Chad Steward called the meeting to order at 5:45 p.m.

**Discussion of Regular Agenda Items:**

Election of Commission Chairman and Vice-chairman: Administrator Ledbetter explained the procedure for electing the Chairman and Vice-chairman.

Account Correction Order Resolution: Administrator Ledbetter stated that this will allow the Tax Assessor's office to correct errors on tax digest.

Application for Malt Beverage, Wine, and/or Liquor License: Administrator Ledbetter presented the application as Citgo Food Mart located at 788 Belwood Road SE Calhoun, Georgia 3070. The reason behind the new application is that the applicant name has changed and the notices were run in the paper after the last round of alcohol license renewals.

Appointment of Ken Dinning to the Planning and Zoning Commission: Administrator Ledbetter advised that this nomination is from the Commission District 4, Kurt Sutherland and will be replacing Nathan Serritt. Commissioner Kurt Sutherland introduced Mr. Dinning as a good businessman and family man and someone that Commissioner Sutherland has known for a long time.

Appointment of County Clerk: Administrator Ledbetter thanked Annette Berry for her 27 years of service and announced that after a few weeks of advertising the position the County received 14 applications. County staff narrowed the resumes down and the interview panel met with the top two candidates. The job was offered to Mrs. Hollis Barton and she has accepted. The official start date will be January 30, 2023.

**Administrator's Report:**

Administrator Ledbetter read his Administrator's Report into the record. (Copy Attached)

**Adjournment:**

Senior Commissioner Chad Steward adjourned the Work Session at 5:58 p.m.

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Commission Chairman, M.L. "Bud" Owens

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Keith D. King, Interim County Clerk

**Gordon County Board of Commissioners**  
**Regular Session Minutes**  
**January 3, 2022**

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Kevin Cunningham, Commissioner  
Chad Steward, Commissioner  
Bruce Potts, Commissioner  
Kurt Sutherland, Commissioner

**Others Present**

James F. Ledbetter, County Administrator  
Keith King, Interim County Clerk  
9 Guests  
Media

Senior Commissioner Chad Steward called the meeting to order at 6:00 p.m.

**Invocation and Pledge**

Commissioner Potts led the invocation and pledge of allegiance.

**Election of Commission Chair and Vice-Chair**

Administrator Ledbetter explained the procedure for electing the Chairman and Vice-chairman. Commissioner Steward made a motion to elect Commissioner Owens as Chairman and Commissioner Cunningham as Vice-chairman. Commissioner Potts seconded the motion. All voted aye. Administrator Ledbetter presented the remainder of the agenda to the newly elected Chairman.

**Approval of Minutes**

Chairman Owens asked if there are any additions, omissions, or deletions to the Minutes for the Work Session and Regular Meeting of December 20, 2022. Commissioner Potts made a motion to approve the Minutes. Commissioner Steward seconded the motion and Commissioners Owens, Cunningham, Steward, Potts, and Sutherland voted aye. Motion passed.

**Administrator's Report**

Administrator Ledbetter read the report in the Work Session. (Copy Attached)

**Commissioner's Report**

- A. Vice-chairman Cunningham's Report: Vice-chairman Cunningham thanked the Board and stated that it is an honor to serve with his fellow Commissioners and to serve the people of Gordon County. Vice-chairman Cunningham also reported that he has taken several calls from citizens as well as talked with Administrator Ledbetter concerning several issues. Vice-chairman Cunningham stated that he and Commissioner Steward were on the interview panel for the County Clerk position and it was clear that Mrs.

Hollis Barton was the right choice.

- B. Commissioner Steward's Report: Chairman Owens first thanked Commissioner Steward for his twelve years of service to the Board and for his service as Vice-chairman for the last eight years. Commissioner Steward thanked Chairman Owens and stated that Gordon County has a great Board of Commissioners and great staff. Commissioner Steward stated that Administrator Ledbetter has assembled a wonderful team that works well together. Commissioner Steward said that he has great respect for the gentlemen on the Board and congratulated Chairman Bud Owens and Vice-chairman Kevin Cunningham.
- C. Commissioner Sutherland's Report: Commissioner Sutherland introduced himself and stated that he was honored that the citizens of Gordon County elected him as their commissioner. Commissioner Sutherland reported that he was sworn in on December 29, 2022.
- D. Commissioner Pott's Report: Commissioner Potts presented the Fleet Maintenance Department report and showed photos of work performed by the Public Works Department.
- E. Chairman Owens' Report: Chairman Owens wished everyone a Happy New Year and thanked everyone for attending. Chairman Owens reported that even though the holidays were quiet, he had spoken with several people over the holidays and they were pleased with the direction of the county.

### **Consideration of Unfinished Business**

None

### **Consideration of New Business**

- A. Account Correction Order Resolution: In the Work Session, Administrator Ledbetter stated that this will allow the Tax Assessor's office to correct errors on tax digest.

Commissioner KC made a motion to approve the Account Correction Order Resolution. Commissioner Steward seconded the motion and Commissioners Owens, Cunningham, Steward, Potts, and Sutherland voted aye. Motion passed.

- B. Application for Malt Beverage, Wine, and/or Liquor License: In the Work Session, Administrator Ledbetter presented the application as Citgo Food Mart located at 788 Belwood Road SE Calhoun, Georgia 30701. The reason behind the new application is that the applicant name has changed and the notices ran in the paper after the last round

of alcohol license renewals.

Commissioner Potts made a motion to approve the Application for Malt Beverage, Wine, and/or Liquor License for Citgo Food Mart located at 788 Belwood Road SE Calhoun, Georgia 30701. Commissioner Sutherland seconded the motion and Commissioners Owens, Steward, Potts, and Sutherland voted aye. Vice-chairman Cunningham voted nay. Motion passed.

- C. Appointment of Ken Dinning to the Planning and Zoning Commission: In the Work Session, Administrator Ledbetter advised that this nomination is from the Commission District 4, Kurt Sutherland and will be replacing Nathan Serritt. Commissioner Kurt Sutherland introduced Mr. Dinning as a good businessman and family man and someone that Commissioner Sutherland has known for a long time.

Commissioner Sutherland made a motion to approve the appointment of Ken Dinning to the Planning and Zoning Commission. Vice-chairman Cunningham seconded the motion and Commissioners Owens, Cunningham, Steward, Potts, and Sutherland voted aye. Motion passed.

- D. Appointment of County Clerk: In the Work Session, Administrator Ledbetter thanked Annette Berry for her 27 years of service and announced that after a few weeks of advertising the position the County received 14 applications. County staff narrowed the resumes down and the interview panel met with the top two candidates. The job was offered to Mrs. Hollis Barton and she has accepted. The official start date will be January 30, 2023.

Commissioner Potts made a motion to approve the appointment of Hollis Barton as County Clerk. Vice-chairman Cunningham seconded the motion and Commissioners Owens, Cunningham, Steward, Potts, and Sutherland voted aye. Motion passed.

### **Adjournment**

Commissioner Steward made a motion to adjourn the meeting. Commissioner Potts seconded the motion and Commissioners Owens, Cunningham, Steward, Potts, and Sutherland voted aye. Motion passed.

There being no further business, the meeting was adjourned at 6:17 p.m.

Commission Chairman, M.L. “Bud” Owens

Keith D. King, Interim County Clerk