



Gordon County Board of Commissioners
Work Session Minutes
Tuesday, February 7, 2023
Judicial Building Assembly Room - 5:00 PM

PRESENT: Commissioners: Chair M.L. “Bud” Owens, Vice-Chair Kevin Cunningham, Chad Steward, Bruce Potts, Kurt Sutherland; County Administrator and Attorney Jim Ledbetter, and Executive Assistant Keith King, 18 guests, and media.

Chairman Owens called the meeting to order at 5:00pm

I. Discussion of Regular Session Agenda Items

- A. Recognition of Recent Donations to Gordon County: Administrator Ledbetter read the names, amounts, and the office that the donations were given to. Mr. Ledbetter and the Board thanked these individuals for their investment into the community.
- B. Adopt Resolution Appointing County Records Custodian and Open Records Clerk and Adopting Records Retention Policy: Mr. Ledbetter explained that this was an update from the previous Clerk to our new County Clerk, Hollis Barton. Mr. Ledbetter also explained that this was to appoint Mrs. Barton as the custodian of records and to adopt the Records Retention Policy.
- C. Application for Malt Beverage, Wine, and/or Liquor License: Mr. Ledbetter explained that this was a new application for Timothy L. Otis / George R. Banks American Legion Post 305 located at 2962 Highway 411 SE, Fairmount, Georgia 30139. Mr. Ledbetter stated that all of the material was in order and in the packet for the Board’s review.
- D. Request from Gordon County Fire Department to award a bid to purchase five (5) thermal cameras in the amount of \$36,522 to Georgia Fire and Rescue Supply. This item is below original approved budgeted cost and will be budgeted using the Fire Fund. Additionally, consider recommendation to surplus items deemed no longer useful by the Fire Department: Mr. Ledbetter stated that this request was within the budget and that the surplus items were 2 obsolete units.
- E. Request from Gordon County Sheriff’s Office to approve a proposal to award a bid for the purchase of a camera system at the Gordon County Justice Center in

the amount of \$365,000 to Telenet Systems using Sheriff's Office Budget from the General Fund. This will require a budget increase in the amount of \$65,000: Mr. Ledbetter reminded the Board that the current camera system within the Jail and Sheriff's Office was installed in 2008 and that the video quality along with blindspots have been an issue and has affected court cases. Mr. Ledbetter explained that we are using the same company and system that is being used in the Judicial Building and the new Courthouse. Major Bedford stated that the system is badly needed and that the current system is badly needed and has issues of shutting down and 1/3 of the cameras are not operational. Commissioner Potts stated that he has visited the jail towers and has witnessed the issues with the current camera system.

- F. Discuss proposal of spay-neuter program fees: Mr. Ledbetter advised that the Board will hear from Director Sue Henson after the discussion of the regular agenda items.
- G. Consideration of Easement for City Utilities: Mr. Ledbetter asked Executive Assistant Keith King to present the aerial photo of the project on the screen. The City of Calhoun ran into gas lines as they were installing water lines on Lovers Lane Road. Instead of going through the ditch, the City would like to go through the property near the trees. Buildings and Grounds has raised a concern about the septic tank field lines. Mr. Ledbetter asked for the motion to include that if anything was damaged that the City would make any needed repairs. Commissioner Potts stated that he would like for the City to also remove the trees along the bank as they may be a future issue. Mr. Ledbetter stated to include it within the motion for the Board's approval.

II. For Board Consideration

- A. Departmental Report by Fire Chief Doug Ralston: Fire Chief Doug Ralston introduced three new Firefighters and the staff members that were present with him. Chief Ralston then gave his report and it is attached to these minutes.
- B. EMA Director Courtney Taylor, Emergency Preparedness Week Presentation: Director Taylor spoke to the Board concerning the latest press releases and went over the different day topics. A copy has been attached to these minutes.
- C. Recognition of Service of Debbie Vance: Administrator Ledbetter and the Board of Commissioners all stated what a wonderful job E-911 Director Vance has done for Gordon County. Director Vance also spoke of how she has loved working with her staff and for Gordon County.

- D. Report on Animal Control from Sue Henson: Director Henson stated that the free animal adoption fee and the free spay/neuter fee went so well during the holidays that she is asking for the Board to continue offering these items for free until further notice. The Board agreed and will hear it as a regular agenda item.

III. Reminders and Information: Chairman Owens read the reminders and attached information.

- A. Next Commissioners' Meeting: February 21, 2023
- B. LOST / SPLOST Report
- C. Emergency Management 2022 Annual Report
- D. Board Appointments
- E. ACCG Annual Training Calendar

There being no further business, the meeting was adjourned at 5:38 p.m.

Commission Chairman, M.L. "Bud" Owens

Hollis Barton, County Clerk



Gordon County Board of Commissioners
Tuesday, February 7, 2023
Judicial Building Assembly Room - 6:00 PM

PRESENT: Commissioners: Chair M.L. “Bud” Owens, Vice-Chair Kevin Cunningham, Chad Steward, Bruce Potts, Kurt Sutherland; County Administrator Jim Ledbetter, Executive Assistant Keith King, approximately 18 guests

- I. Call To Order** - Chair Owens called the meeting to order.
- II. Invocation and Pledge of Allegiance** - Commissioner Sutherland led the Invocation, Commissioner Potts led the Pledge of Allegiance.
- III. Employee Recognition**

- A. Employees with hire dates in February**

Commissioner Steward read the names of the employees’ years of service.
Steve Cochran

1. Buildings & Grounds
 - a. Mike Reece, 17 years
2. Clerk of Superior Court
 - a. Terri Bowen, 28 years
 - b. Tara Zapp, 27 years
3. E-911
 - a. Brandi Lybrand, 1 year
 - b. Jalynn Wyatt, 1 year
4. Finance
 - a. Regan Bell, 3 years
5. Fire Department
 - a. Sandra Padgett, 31 years
6. Probate Court
 - a. Steven Cochran, 15 years
7. Recreation
 - a. Charles Stephenson, 10 years
8. Road Department
 - a. John Roberts, 16 years

- b. Shane Strickland, 18 years
 - c. Tony Brown, 5 years
 - d. Michael Henderson, 5 years
9. Sheriff's Office
- a. Dale Pullen, 4 years
10. Tax Commissioner
- a. Pam Woods, 23 years

IV. Approval of Minutes

- A. Work Session Minutes for January 17, 2023** - Vice-Chair Cunningham made a motion to approve the minutes, seconded by Commissioner Sutherland. The motion carried 5-0.
- B. Regular Session Minutes for January 17, 2023** - Commissioner Sutherland made a motion to approve the minutes, seconded by Vice-Chair Cunningham. The motion carried 5-0.

- V. Approval of the Agenda** - Commissioner Potts made a motion to approve the agenda, seconded by Commissioner Sutherland. The motion carried 5-0.

VI. Administrator's Report

Mr. Ledbetter presented the Administrator's Report to the Commission.

VII. Commissioner's Report

A. Vice-Chair Cunningham

Vice-Chair Cunningham stated in the last three (3) weeks outside of daily operations, they attended the Fire Banquet and thanked the Fire Department for all they do. Attended the recent meeting with Comcast.

B. Commissioner Steward

Commissioner Steward stated he also attended the Fire Banquet as well as the Work Session held on February 3rd. Stated he also attended the Baxter Dean Runway Show with the funds going towards a scholarship sponsored by them and to the United Way as well.

C. Commissioner Potts

Commissioner Potts stated on January 19th he received an invitation to speak at the Delta Kappa Gamma Society, a national society of international professionals of women educators, on behalf of the County. Also on January 19th, attended the Keep Gordon County Beautiful monthly meeting and participated in the Adopt-A-Mile cleanup on Curtis Parkway. On the 24th, attended a planning session for the Annual Recycle event which will be held on Saturday, March 18th. January 26th scheduled a visit with Redbone Ridge Waste Management Facility; met with Craig Sparks at Parks and Recreation for departmental updates and upcoming events and presented a brief report; visited with Ann Bradford at the Senior Center and presented a brief report. Attended Harris Heart Center on January 28th 'Thankfull Event'. Attended the Cartersville Bartow Incident Management meeting on February 2, and discussed an upcoming meeting with GDOT. Observed an Active Shooter Response in Cartersville and Ansley Schroeder with 511 Georgia made a presentation. Attended the ACCG Legislative Update online on February 2nd via Zoom and scheduled to attend the Legislative Breakfast March 9th at the Capitol; attended the Work Session on March 3rd.

D. Commissioner Sutherland

Stated on February 1st, he visited Public Works for departmental updates and presented a brief report; also met with Building & Grounds; stated he had a few calls from concerned citizens.

E. Chair Owens

Stated on January 19, Chief Elected Officers in Rome as well as Northwest Georgia Regional Commission; January 23rd lunch meeting with Vice-Chair Cunningham and Mr. Ledbetter regarding annual initiatives and upcoming meetings; January 24th met with the Development Authority of Gordon County; January 25th met with GDOT virtually; January 26th the Georgia Regional I EMS Council met and EMA Director Courtney Taylor attended on Chair Owens behalf; January 30th met with Tim Reeves, our regional GEMA Coordinator; February 1st met with Northwest Georgia Regional Council reps, County Administration, Mayor Palmer and Councilman Moyer with the City of Calhoun regarding the Comprehensive Plan as well as SPLOST. On February 1st, visited with Courtney Taylor at EMA; February 2nd had a lunch meeting with Commissioner Potts; February 3rd, had a meeting with Mr. Ledbetter, Mr. King, and Comcast representatives and later held a Work Session with Commission to discuss general items regarding budget planning

and to review the calendar for planning initiatives; checked in with Animal Control via phone on February 6th.

VIII. Public Hearing for Zoning

A. None

IX. Consideration of Unfinished Business

A. None

X. Consideration of New Business

A. Recognition of Recent Donations to Gordon County

Mr. Ledbetter presented the item to the Commission, stated no action was necessary.

B. Adopt Resolution Appointing County Records Custodian and Open Records Clerk and Adopting Records Retention Policy

Chair Owens presented the item to the Commission. Commissioner Potts made a motion to approve, seconded by Commissioner Steward. The motion carried 5-0.

C. Application for Malt Beverage, Wine, and/or Liquor License: Timothy L. Otis / George R. Banks American Legion Post 305 2962 Highway 411 SE, Fairmount, Georgia 30139

Chair Owens presented the item to the Commission. Commissioner Potts made a motion to approve, seconded by Commissioner Steward. The motion carried 4-1, Vice-Chair Cunningham being the nay vote.

D. Request from Gordon County Fire Department to award a bid to purchase five (5) thermal cameras in the amount of \$36,522 to Georgia Fire and Rescue Supply. This item is below original approved budgeted cost and will be budgeted using the Fire Fund. Additionally, consider recommendation to surplus items deemed no longer useful by the Fire Department.

Chair Owens presented the item to the Commission. Commissioner Sutherland made a motion to approve, seconded by Vice-Chair Cunningham. The motion carried 5-0.

- E. Request from Gordon County Sheriff's Office to approve a proposal to award a bid for the purchase of a camera system at the Gordon County Justice Center in the amount of \$365,000 to Telenet Systems using Sheriff's Office Budget from the General Fund. This will require a budget increase in the amount of \$65,000.**

Chair Owens presented the item to the Commission. Commissioner Steward made a motion to approve, seconded by Commissioner Potts. The motion carried 5-0.

- F. Discuss proposal of spay-neuter program fees**

Chair Owens presented the item to the Commission. Vice-Chair Cunningham made a motion to approve, seconded by Commissioner Sutherland. The motion carried 5-0.

- G. Consideration of Easement for City Utilities**

Chair Owens presented the item to the Commission. Mr. Ledbetter stated the motion would be to allow the City of Calhoun to install a water line on Gordon County property, as long as it does not interfere with operations of County or tenant, as well as the condition, if feasible, to remove the Oak trees that would be continuous to the water line.

Commissioner Potts made a motion to approve the City of Calhoun Water Department request to run a 12" in water main on Lovers Lane Road with a condition that they work with Steve Parris to take care of the Oak trees that would be affected by this water line, seconded by Commissioner Sutherland. The motion carried 5-0.

XI. Adjourn

Commissioner Potts made a motion to adjourn, seconded by Commissioner Steward. The motion carried 5-0.