



# Jackson County Board of Commissioners

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March 4, 2024 at 6:00 PM  
Jury Assembly Room - County Courthouse

## MINUTES

### 1. **Call to Order - Chairman Tom Crow**

Chairman Tom Crow called the meeting to order at 6:00 p.m.

Commissioners Present: Commissioner Tom Crow, Chairman  
Commissioner Jim Hix, District 1  
Commissioner Chas Hardy, District 2  
Commissioner Chad Bingham, District 3  
Commissioner Marty Seagraves, District 4

Staff Present: Kevin Poe, County Manager  
Gina Roy, Assistant County Manager  
Ericka Johnson, Deputy Clerk

Press: Mike Buffington, Mainstreet News/Jackson Herald

### 2. **Invocation - County Manager Kevin Poe**

Kevin Poe, County Manager, gave the invocation.

### 3. **Pledge of Allegiance - Chairman Tom Crow**

Chairman Tom Crow led the Pledge of Allegiance.

### 4. **Approval of Minutes**

#### A. **February 19, 2024 Draft Minutes**

##### **To approve the minutes for February 19, 2024**

Commissioner Hix moved to approve the minutes for February 19, 2024.

Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 - 0)

### 5. **Citizen Input**

*Each speaker is provided up to four (4) minutes to address the board on any item that is not listed on this agenda.*

There were no comments.

6. **Reports**

There were no reports.

A. **Recognize Commissioner Chad Bingham as a Certified County Commissioner**

**To recognize Commissioner Chad Bingham for the successful completion of the required courses needed to become a Certified County Commissioner**

Chairman Tom Crow recognized Commissioner Chad Bingham for the completion of all courses to become a Certified County Commissioner.

8. **Unfinished Business**

A. **RZ-23-0198 : Jeff Chamberlain, 4825 Highway 53, Hoschton; 7.38 acres (Map B01/Parcel 016)**

**Request to Rezone from A-2 (Agricultural Rural Farm District) to NRC (Neighborhood Retail Commercial) in order to have a private school**

Commissioner Bingham said in the absence of an intergovernmental agreement, he moved to table RZ-23-0198 until the next meeting. Chairman Tom Crow seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

B. **SU-23-0058 : Jeff Chamberlain, 4825 Highway 53, Hoschton; 7.38 acres (Map B01/Parcel 016)**

**Request for a Special Use to have a private school**

Commissioner Bingham moved to table SU-23-0058 to the next meeting. Chairman Crow seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

9. **New Business**

A. **FY2023 End-of-Year Budget Amendment Resolution**

**Approval of a resolution authorizing the Chairman to approve the FY2023 end-of-year Annual Operating and Capital budget amendments as attached in conjunction with the FY2023 audit and issuance of the Annual Comprehensive Financial Report.**

Kevin Poe, County Manager, said this was a request to approve a resolution authorizing the Chairman to approve the FY2023 end-of-year Annual Operating and Capital budget amendments as attached in conjunction with the FY2023 audit and issuance of the Annual Comprehensive Financial Report. This was completed each year in preparation of the annual audit. He added the 2023 budget will be amended by increasing expenditures from various surplus

amounts shown in the various revenue accounts as outlined in the attachment. The resolution also authorized the County Manager and Finance Director to make any additional amendments to the FY2023 budget based on the recommendations of the County's auditors at the conclusion of the FY2023 audit.

Chairman Crow moved to approve the FY2023 End-of-Year Budget Amendment Resolution. Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 - 0)

**B. FY2024 Budget Adjustment Resolution**

**Approval of a resolution authorizing the Chairman to approve a FY2024 Operating budget amendment as attached**

Kevin Poe, County Manager, advised there were a few things left out of the FY2024 Budget. The FY2024 Budget will be amended by increasing expenditures from various surplus amounts shown in the revenue accounts. This adjustment request is to establish the following budgets which were not included in the original 2024 budget:

1. Operating Lease Budget for Probate Court of \$5,000
2. Correctional Institute Workers Compensation Budget of \$37,500
3. Sheriff's Jail - Increase Professional Health Services Contract by \$70,000
4. Establish the P&R - Recreational Programs of Budget of \$520,000
5. Establish the P&R – North Oconee Heritage Stone Mounds Park of Budget of \$15,000
6. Establish the P&R – Fairview Community Center of Budget of \$13,500
7. Solicitor's Office Software and Computer Hardware Budget of \$9,500
8. EMA – Radio System Core Payment to Hall County for \$73,583

There was no net increase to the budget. Chairman Crow moved to approve the FY2024 Budget Adjustment Resolution. Commissioner Bingham seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

**C. Amendment #1 to Health Services Agreement with Southern Health Partners, Inc.**

**To approve an amendment to the Health Services Agreement with Southern Health Partners for inmate medical care at the jail**

Kevin Poe, County Manager, presented the staff report for an amendment to the Health Services Agreement with Southern Health Partners, Inc, the company that provided medical care for inmates at the Jackson County Jail. Southern Health Partners proposed that the agreement with the County be amended to add some additional medical staff hours to the agreement in order to provide adequate medical services and to better recruit and maintain staff to work in a jail environment. The result of the additional staffing would result in an increase in the contract amount by \$65,258.27 per year. This would change the annual contract total to \$783,099.24.

Chairman Crow moved to approve Amendment #1 to the Health Services

Agreement with Southern Health Partners, Inc.. Commissioner Bingham seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

**10. Adjournment**

The meeting adjourned at 6:13 p.m.

**Work Session Meeting**

*This portion of the meeting is to facilitate a discussion on matters requiring a more in-depth review, explanation, and analysis. No formal action will be taken on any of the items listed below.*

**11. Call to Order**

Chairman Tom Crow called the work session meeting to order at 6:13 p.m.

**12. New Business**

**A. Award contract for Professional Engineering Services for New Kings Bridge Road Park**

**To consider a contract with Dovetail Civil Design, Inc. to provide professional engineering services for the proposed new park to be built off of New Kings Bridge Road**

Kevin Poe, County Manager, presented a request to award a contract with Dovetail Civil Design, Inc. to provide professional engineering services for the proposed New Kings Bridge Road Park. Mr. Poe reminded members the county would use students from the University of Georgia's School of Engineering to develop the initial concept plan for the park. However, students were required to work under a professional engineer. Dovetail Civil Design, Inc. had been contracted on an hourly basis to work with students from the University of Georgia School.

The extent of the student's work was to develop a concept plan for developing the park and begin some basic engineering on the proposed improvements. Dovetail Civil Design will need to complete a full set of construction plans and documents in order to put the construction of the park out for bid. Dovetail Civil Design, Inc. submitted a proposal in the amount of \$156,800. Mr. Poe anticipated the project would be placed out for bid in the fall.

**B. Funding to resurface Valentine Industrial Parkway**

**To approve funding for the resurfacing of Valentine Industrial Parkway**

Kevin Poe, County Manager, reported Valentine Industrial Parkway was a major road which served many industries in the area and was in need of resurfacing and re-striping. Additionally, the road needed new left turn lanes into the manufacturing facilities located along the roadway. Mr. Poe reported the project

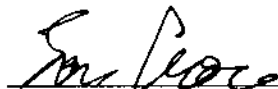
had an estimated cost of \$950,000, since it was a multi-lane roadway and built for heavy truck traffic. He said there was about \$4 million dollars left over from the Economic Development Bond funds. The bonds had been paid off; therefore, the money was available to be spent as determined by the commissioners.

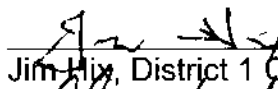
Mr. Poe recommended the approval of the use of \$950,000 to resurface and re-stripe Valentine Industrial Parkway this year. There were no questions from the board.

### 13. Adjournment

Commissioner Bingham said he had announced plans to run for chairperson of the board, and he would qualify later in the week. Therefore, he was required to resign from the board. He thanked his fellow commissioners and staff members for welcoming him and providing assistance over the past year. There was no other business to discuss. Chairman Crow declared the meeting adjourned at 6:23 p.m.

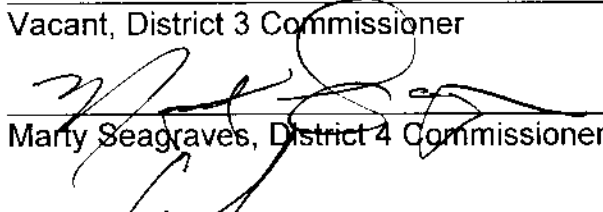
Jackson County Board of Commissioners  
Approved: March 18, 2024

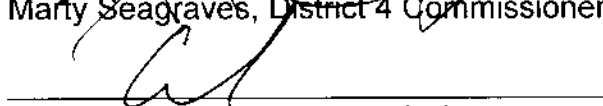
  
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Tom Crow, Chairman

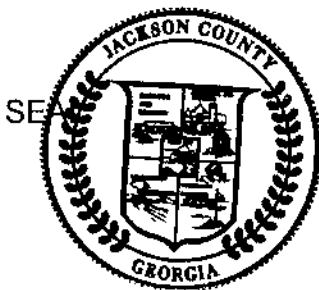
  
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Jim Hix, District 1 Commissioner

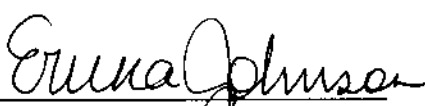
  
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Chas Hardy, District 2 Commissioner

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Vacant, District 3 Commissioner

  
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Marty Seagraves, District 4 Commissioner

  
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Cole Elrod, District 5 Commissioner



Attest:   
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Ericka Johnson, Deputy Clerk