

# Jackson County Board of Commissioners

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December 2, 2024 at 6:00 PM  
Jury Assembly Room - County Courthouse

## MINUTES

### 1. Call to Order – Commissioner Chas Hardy

Commissioner Chas Hardy, Vice-Chairman, called the meeting to order at 6:00 p.m.

Commissioners Present: Jim Hix, Commissioner District 1  
Chas Hardy, Commissioner District 2  
Ty Clack, Commissioner District 3  
Marty Seagraves, Commissioner District 4  
Cole Elrod, Commissioner District 5

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

Press: Mike Buffington, Mainstreet News/Jackson Herald

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

Kevin Poe, County Manager, gave the invocation.

### 3. Pledge of Allegiance - Commissioner Cole Elrod

Commissioner Cole Elrod led the Pledge of Allegiance.

### 4. Approval of Minutes

#### A. November 18, 2024 Draft Minutes

**To approve the BOC meeting minutes for November 18, 2024.**

Commissioner Hix moved to approve the minutes for November 18, 2024.  
Commissioner Clack 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 several members from UGA's Grady Newsource and journalism class. Their professor shared that they were learning how to cover and report on town meetings.

## 6. Reports

There were no reports from the commission members; however, Kevin Poe made a report.

### From County Manager Kevin Poe:

- Recommended amending the agenda to add Item #12 - Need for an Executive Session to discuss real estate and personnel matters.

### Executive Session:

Commissioner Hardy moved to approve amending the agenda to add the Need for an Executive Session to discuss real estate and personnel matters. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

## 7. Recognitions, Appointments, and Special Items

Commissioner Hardy advised there was a need to table all the appointments listed on the agenda. The board will address them in two (2) weeks. Commissioner Hix moved to table all appointments until the next meeting. Commissioner Clack seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

### B. Jackson County Board of Adjustment - 3 Year Term

To appoint three (3) individuals to serve a 3-year term on the Jackson County Board of Adjustment

- Ross Harvin - Term expires December 31, 2024
- Walter Barnett - Term expires December 31, 2024
- Les Knoblock - Term expires December 31, 2024

### C. Jackson County Board of Health - 5 Year Term

To appoint members to the Jackson County Board of Health

- Bradford Morris - Term expires December 31, 2024
- Tom Crow - Term expires at end of office

### D. Jackson County Industrial Development Authority - 5 Year Term

To appoint an individual to serve a 5-year term on the Jackson County Industrial Development Authority

- Clarence Bryant - Term expires December 31, 2024

### E. Jackson County Parks & Recreation Advisory Board - 1 Year Term

To appoint members, whose term will expire on December 31, 2024 to the Jackson County Parks & Recreation Advisory Board.

- Roger Brock - Term expires December 31, 2024
- Josh Huskins - Term expires December 31, 2024
- Jay Phillips - Term expires December 31, 2024
- Jimmy Peck - Term expires December 31, 2024
- Bucky Sorrow - Term expires December 31, 2024

F. Jackson County Planning Commission - 3 Year Term

To appoint a member to the Jackson County Planning Commission for a 3-year term

- Les Knoblock - Term expires December 31, 2024

G. Keep Jackson County Beautiful - 3 Year Term

To appoint four (4) individuals to serve a 3-year term on the Keep Jackson County Beautiful Board of Directors.

- Wade Johnson - Term expires December 31, 2024
- Yvette Wise - Term expires December 31, 2024
- Cyndi Clark - Term expires December 31, 2024
- Mike Faulkner - Term expires December 31, 2024

H. Northeast Georgia Regional Commission - 1 Year Term

To appoint an individual to serve as **Private Sector Representative** to the Northeast Georgia Regional Commission for a 1-year term

- Jim Shaw - Term expires June 30, 2025

I. Northeast Georgia Solid Waste Management Authority - 2 Year Term

To reappoint Jamie Dove to the Northeast Georgia Regional Solid Waste Management Authority

- Jamie Dove - Term expires December 31, 2024

K. Upper Oconee Basin Water Authority

To formally acknowledge and appoint Jackson County's representation to the Upper Oconee Basin Water Authority effective January 1, 2025

- Marty Clark, Chairman-Elect
- Joey Leslie, PE and General Manager, Jackson County Water & Sewerage Authority
- Nathan Hester, Senior Engineer, Jackson County Water & Sewerage Authority

8. **New Business**

A. **Adopt a Resolution Authorizing Participation in the ACCG - Interlocal Risk Management Agency (IRMA) Supplemental Medical, Accident, and Disability Fund: First Responder Post Traumatic Stress Disorder (PTSD) Program**

**Adopt a Resolution Authorizing Participation in the ACCG - Interlocal Risk Management Agency (IRMA) Supplemental Medical, Accident, and Disability Fund: First Responder Post Traumatic Stress Disorder (PTSD) Program**

Kevin Poe, County Manager, reported HB 451, also known as the Ashley Wilson Act, was signed into law in 2024. The Act required all public entities in Georgia to offer a supplemental benefit program for eligible first responders diagnosed with post-traumatic stress disorder (PTSD) resulting from exposure to line of duty traumatic events. Staff recommended the county's participation in the ACCG - Interlocal Risk Management Agency (IRMA) Supplemental Medical, Accident, and Disability Fund: First Responder Post Traumatic Stress Disorder (PTSD) Program. The annual premium for participation was \$47,815. By participating in the program, the county will be in compliance with HB 451.

Commissioner Hix moved to approve the resolution authorizing participation in the ACCG - Interlocal Risk Management Agency (IRMA) Supplemental Medical, Accident, and Disability Fund: First Responder Post Traumatic Stress Disorder (PTSD) Program. Commissioner Seagraves seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

**9. Adjournment**

Commissioner Hardy declared this portion of adjourned at 6:07 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.*

**10. Call to Order – Commissioner Chas Hardy**

Commissioner Hardy called the work session meeting to order.

**11. New Business**

**A. Approve proposal for Architectural Design services for New Kings Bridge Park**

**Approve Hussey Gay Bell to provide architectural services for the New Kings Bridge Park**

Kevin Poe, County Manager, presented the staff report for a request to approve architectural design services for New Kings Bridge Park. He acknowledged receipt of a proposal from Hussey Gay Bell to provide design, permitting, bidding and construction administration services for various outbuildings proposed for the New Kings Bridge Park. The outbuildings will consist of a two-story restroom/concession/scoring booth building, gazebo, restrooms for the playground and storage area for the soccer field and tennis/pickleball area. A building for maintenance/storage was also proposed. Staff recommended approval of the contract in the amount of \$150,000 and to authorize the County Manager to sign the architectural design services agreement. Mr. Poe estimated the project to take a total of seven (7) weeks to complete the project. Groundbreaking was expected in late winter/early spring.

**B. First Amendment to Purchase and Sale Agreement with the Jackson County Board of Education**

**To consider approval of First Amendment to the Purchase and Sale Agreement with the Jackson County BOE for property being purchased off of Boone Road**

Kevin Poe, County Manager, reported earlier this year that the board had agreed to purchase seventy (70) acres of property off of Boone Road from the Jackson County Board of Education. However, plans have changed for the BOE as they have proposed the addition of a new elementary school to their plans. They want to reduce the property from 70 acres to 61.472 acres. This resulted in the sales price being reduced by \$397,840. This amendment reflected the reduction in acreage and the final purchase price being reduced from \$2,275,000 to \$1,997,840. The intent is to use the savings to purchase property, approximately three (3) acres on Panther Drive, for a new EMS headquarters. There were no questions from the board.

**C. Inmate Medical Services Contract for Correctional Institute**

**To approve amendment to the CorrectHealth Jackson, LLC agreement to provide inmate medical services to the Jackson County Correctional Institute for Calendar Year 2024**

Kevin Poe, County Manager, presented a request to approve an amendment to the CorrectHealth Jackson, LLC agreement to provide inmate medical services to the Jackson County Correctional Institute (JCCI) for Calendar Year 2024. CorrectHealth Jackson, LLC has provided inmate medical services to the JCCI for a number of years. The contract to provide inmate medical services for 2025 includes an annual price escalation. The increase from 2024 to 2025 will be \$4,149. However, this increase was anticipated in the approved FY2025 budget. The annual contract price was \$211,621.80. There were no questions from the board.

**D. Approve Architectural Services proposal for the addition and renovations to the Historic Braselton Gym**

**To approve a design services contract with Hussey Gay Bell for architectural design services related to the addition and renovations to the Braselton Historic Gym.**

Kevin Poe, County Manager, presented a request to approve an architectural services proposal for the addition and renovations to the Historic Braselton Gym. The estimated cost of the project was 2 million dollars. Costs will be split 50/50 with the Town of Braselton; each entity will contribute \$1 million respectively. Staff recommended accepting the bid from Hussey Gay Belle for the additional renovations. Mr. Poe recommended accepting their proposal in the amount of \$130,000. The timeline for construction was not immediately available.

However, Mr. Poe hoped to start the project this summer and he estimated construction to last a year. There were no questions from the board.

**E. Approve proposal for Architectural Design Services for new EMS Headquarters Station #2**

**To approve proposal from Goodwyn Mills Cawood for Professional Architectural Services for the new EMS Headquarters Station #2**

Kevin Poe, County Manager, presented a request to approve an architectural design services proposal for the new EMS Headquarter Station #2. Three proposals were received. He recommended awarding the contract to Goodwood Mills Cawood. This was the same firm selected to design the new airport terminal building. Their fee will be 6.6% of the construction cost. That percentage will be reduced if the construction exceeds \$4 million dollars. At 6.6% their fee was \$264,000. The project will be funded and was budgeted through capital projects in FY2025.

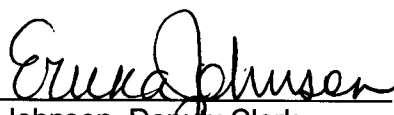
**12. Adjournment**

**Executive Session:**

Commissioner Hardy moved to adjourn to the Executive Session for real estate and personnel. He added no action would be taken afterward. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

After meeting in executive session for twenty-nine minutes, Commissioner Clack made the motion to end the closed session. Commissioner Hardy seconded the motion. The vote was taken, and the motion carried unanimously. (Vote 5 - 0) Commissioner Hardy declared the meeting adjourned at 6:49 p.m.



Attest:   
Ericka Johnson, Deputy Clerk

Jackson County Board of Commissioners  
Approved: December 16, 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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Ty Clack, District 3 Commissioner

  
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Marty Seagraves, District 4 Commissioner

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Cole Elrod, District 5 Commissioner

**AFFIDAVIT OF COUNTY BOARD OF COMMISSIONERS**

Tom Crow, Chairman, Jim Hix, Commissioner, Chas Hardy, Commissioner, Vacant, Commissioner, Marty Seagraves, Commissioner, and Cole Elrod, Commissioner being duly sworn, state under oath that the following is true and accurate to the best of their knowledge and belief:

1.

The Jackson County Board of Commissioners met in a duly advertised meeting on Monday, Dec 2, 2024

2.

During such meeting, the Board voted to go into closed session.

3.

The executive session was called to order at 6:30 a.m. ☐ p.m. ☒

4.

The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the Open Meetings law:

- ☐ Consultation with the county attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the county or any office or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1);
- ☐ Discussion of tax matters made confidential by state law as provided by O.C.G.A. § 50-14-2(2) and O.C.G.A. § \_\_\_\_\_.
- ☐ Discussion of the future acquisition of real estate as provided by O.C.G.A. § 50-14-3(4).
- ☐ Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A. § 50-14-3(6);
- ☐ Other \_\_\_\_\_ as provided in O.C.G.A. § \_\_\_\_\_.

This 2<sup>nd</sup> day of December, 2024.

Jackson County Board of Commissioners

\_\_\_\_\_  
Tom Crow, Chairman

Jim Hix  
Jim Hix, Commissioner District 1

Sworn to and subscribed before me this 2<sup>nd</sup> day  
December, 2024.

Cecilia J. Johnson  
Notary Public

Chas Hardy  
Chas Hardy, Commissioner District 2

(Post Vacant)  
(Post Vacant), Commissioner District 3

Marty Seagraves  
Marty Seagraves, Commissioner District 4

Cole Elrod  
Cole Elrod, Commissioner District 5

