Jackson County
Board of Commissioners

July 7, 2025 at 6:00 PM
Jury Assembly Room - County Courthouse

MINUTES

1. **Call to Order - Chairman Marty Clark**
   Chairman Marty Clark called the meeting to order at 6:00 p.m.

   Commissioners Present: Chairman Marty Clark
   Commissioner Jim Hix
   Commissioner Chas Hardy
   Commissioner Ty Clack
   Commissioner Marty Seagraves
   Commissioner Cole Elrod

   Staff Present: Kevin Poe, County Manager
   Gina Roy, Assistant County Manager
   Jamie Dove, Public Development Manager
   Ericka Johnson, Deputy Clerk

   Press: Mike Buffington, Mainstreet News/Jackson Herald

2. **Invocation - County Manager Kevin Poe**
   County Manager Kevin Poe gave the invocation.

3. **Pledge of Allegiance - Chairman Marty Clark**
   Chairman Marty Clark led the Pledge of Allegiance.

4. **Approval of Minutes**

   A. **June 17, 2025 Draft Minutes**
   To approve the meeting minutes for June 17, 2025

   Commissioner Hardy moved to approve the minutes for June 17, 2025. Commissioner Hix seconded the motion. The vote was taken and the motion passed unanimously. (Vote 6 – 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.

7. **New Business**

A. <u>**FY2026 CJCC State Grants for the Jackson County Drug Court and Piedmont Circuit Veterans Court**</u>

To accept and approve the grant award for FY2026 from CJCC to assist in the funding of the Jackson County Drug Court and Piedmont Circuit Veterans Treatment Court

County Manager Kevin Poe called on Victoria Bowman, Director of Piedmont Circuit Specialty Courts, to present the request. Ms. Bowman said the program began in 2011 under former Judge Currie Mingledorff. She provided an overview of the purpose and impact of the Accountability and Drug Courts. Both courts were ranked number eight statewide. The program has an estimated savings of $2 million dollars. She requested approval of the FY 2026 Criminal Justice Coordinating Council State Grants in order to continue program operations.

Commissioner Hardy moved to approve the request. Commissioner Hix seconded the motion. The vote was taken and the motion passed unanimously. (Vote 6 – 0)

B. <u>**Approve the Sale of Storey Porter Remnant**</u>

To request of the Commission authorization to sell a remnant piece of property located along Storey Porter Road.

Public Development Director Jamie Dove addressed the board on a request to sell a remnant tract located off Storey Porter Road. She reported the property, which was a former road bed of Storey Porter Road, was discovered during a title search related to a rezoning application filed by Roundhouse Properties, LLC. This remnant had never changed ownership from the County. Ms. Dove added the pricing was the same price per acre as the remainder of the tract. Commissioner Hix moved to approve the request. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

8. **Adjournment**

Chairman Clark adjourned this portion of the meeting at 6:12 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.

9. **Call to Order - Chairman Marty Clark**

Chairman Marty Clark called the meeting to order at 6:12 p.m.

10. **New Business**

A. <u>**Intergovernmental Agreement between Jackson County and all the Municipalities in Jackson County related to TSPLOST**</u>

To approve an IGA between Jackson County and the nine municipalities in Jackson County related to TSPLOST

County Manager Kevin Poe presented a request to approve an intergovernmental agreement between Jackson County and all nine municipalities in Jackson County related to TSPLOST. He said the intergovernmental agreement had the same language as the one passed last year. If approved, the County, the Cities, and the Town of Braselton would submit to the voters whether to impose a one-percent TSPLOST beginning on April 1, 2026, to raise approximately $200 million to be used for transportation projects. The one percent TSPLOST would be in effect for six (6) years, if approved. The referendum would take place on November 4, 2025. The agreement included a Schedule A that detailed how each entity would spend their share of the TSPLOST proceeds. There were no questions.

B. **Adopt Resolution calling for a Special Election related to imposition of a One Percent Transportation Special Purpose Local Option Sales and Use Tax**

To adopt a resolution calling for a Special Election to vote on whether or not to impose a TSPLOST

County Manager Kevin Poe presented a resolution calling for a Special Election related to the vote for the TSPLOST. The resolution included a request that the Jackson County Board of Elections call for a special election to be held on November 4, 2025, for the purpose of voting on whether to impose a one percent TSPLOST. The special election will coincide with the general municipal election that will be taking place on the same date. An Intergovernmental Agreement (IGA) would be approved by the BOC and nine (9) municipalities within Jackson County detailing, if approved, how the TSPLOST would be disbursed between each jurisdiction and how each jurisdiction would spend their share of the TSPLOST proceeds.

C. **Resolution Concerning Reduction of the Ad Valorem Millage Rate upon the Passage of TSPLOST**

To consider adoption of a resolution concerning reduction of millage rate upon the passage of a TSPLOST

County Manager Kevin Poe presented a resolution regarding the Ad Valorem Millage Rate upon the passage of a TSPLOST. If approved, the board of commissioners would reduce the ad valorem tax by one mill beginning with the 2026 Tax Year upon passage of a One Percent Special Purpose Local Option Sales Tax. This would provide for a reduction and an impact of approximately $3 million dollars on property taxes.

D. **Award FY 2025 Asphalt Paving Contract**

To award the contract for asphalt resurfacing projects

County Manager Kevin Poe advised the asphalt paving to be put out for bid this year. The board had previously approved the paving of 11.83 miles of county-maintained roads. There was a total of eight (8) bids received. Pittman Construction was the low bidder in the amount of $2,875,123. Mr. Poe noted the Georgia Department of Transportation would provide $1,273,441 in Local Road Assistance Administration (LRA) Funds to help cover the cost. The remainder of the funds would come from SPLOST 7. Staff recommended approval.

E. **Award bid for replacement, construction and installation of HVAC System at Gordon Street Gym**

To Award bid to replace and install new HVAC system at the Gordon Street Gymnasium.

County Manager Kevin Poe told members this project was approved two (2) years ago using capital project funds. Bids were received for the replacement, construction, and installation of the HVAC system at Gordon Street Gym. The Gordon Street Gym was the only gym without air conditioning. Mr. Poe reported the bids ranged significantly in price. However, staff recommended to award to the low bid to CGS Waterproffing (AirFlex, Inc.) in the amount of $232,329.

Mr. Poe explained the project was budgeted two years ago, however, the budget estimate was only $40,000. Therefore, a budget amendment was needed. Mr. Poe advised funds were available in fund reserves in the Capital Projects Fund. He then asked, if approved, to include increasing the General Fund Capital budget to reflect the additional cost.

F. **Award bid for construction of Roundabout on Ridgeway Church Road at intersection with SK Boulevard and Steve Reynolds Industrial Parkway**

To Award bid to construct a new roundabout located at the intersection of Ridgeway Church Road, SK Boulevard, and Steve Reynolds Industrial Parkway.
County Manager Kevin Poe presented the staff report to award the bid for the construction of a roundabout on Ridgeway Church Road at the intersection with SK Boulevard and Steve Reynolds Industrial Parkway. Ten (10) bids were received. The low bid came in under project estimates.

Staff recommended awarding the bid to Azimuth Contractors, LLC in the amount of $813,098. The bid was reviewed by staff and the consultant engineer and the recommendation was to award the bid to Azimuth Contractors, LLC. Mr. Poe shared that the contractor was an approved GDOT contractor.

Mr. Poe said $500,000 was allocated from the Economic Development Bond Funds. The remaining funds of $313,098 will come from SPLOST 7 funds. It was anticipated the project would be completed by the end of the year.

G. **Sheriff's Office and Jail Mid-Year Budget Adjustment Request**

The Sheriff's Office administration is on track to be fully staffed. When preparing the 2025 budget, Finance included a vacancy rate adjustment based on the past three years of data provided by HR. This budget adjustment request is intended to align the salaries and benefits with a fully staffed department and to add any necessary line items to support those positions. Additionally, five new positions are requested to begin growing the team to meet the demands of our expanding community. Plus, an additional request of $25,000 for parking lot expansion.
County Manager Kevin Poe advised the Sheriff's Department had several projects planned. He reviewed the request and staff recommended a budget adjustment of $1,969,878 from Contingency. The budget adjustment of $1,667,873 dollars to cover funding for the following:

- To fill all positions to become fully staffed; and
- To cover all benefits in addition to salaries and add five (5) additional positions to the department, budget adjustment for FY2025 will be $1.6 million dollars, and
- To adjust overtime budget based on year-to-date usage; and
- To adjust maintenance contracts based on year-to-date expenditures; and add software related to policies and procedures training; and
- To adjust the budget for uniforms for current and new staff; and
- To budget for the CHAMPS program.

A proposed amendment for the Jail Budget included adjustments for supplies, medical and food due to an increase in inmate population. This adjustment was for $277,000. The total budget adjustment for the Sheriff's Office and Jail budgets totaled $1,969,000 dollars budget adjustment within the General Fund budget. Mr. Poe also proposed doing several capital projects to be funded by SPLOST 7. Plans included the expansion of the parking lot for $25,000, adding protective barriers around the Courthouse for $80,000, adding ballistic film to the windows of the Courthouse for $80,000, shooting range upgrades for $100,000, and renovations to the Courthouse entry in the amount of $150,000 for a grand total of $430,000.

Finally, the Sheriff would like to place a modular building at the firing range, next to the existing building. A proposed 28'x 60' modular building would be used as a temporary training center. It would cost $8,100 to set up and the rent would be $2,100 per month to rent. There were no questions from the staff.

H. **<u>Award bid for removal and replacement construction of Jackson County 4H Extension Building Roof and acceptance of Alternate (No. 1) for Removal/Replacement of Adjacent Sloped Roof</u>**

To award bid for removal and replacement construction of Jackson County 4H Extension Building Roof and acceptance of Alternate (No. 1) for Removal/Replacement of Adjacent Sloped Roof

County Manager Kevin Poe presented the staff report. He reported that staff took bids for the replacement of the roof on the old JCCI building. Initially, staff considered to just replace the roof over the 4-H office. However, the bid was for the entire facility. The budget for the project was $350,000 and the low bid was $330,738. The low bidder was Escolar, LLC. Staff recommended approval.

I. **<u>Microsoft 365 Enterprise Agreement License</u>**

The purpose of this agenda item is to purchase the Microsoft 365 Enterprise License and establish our Government Tenant in the Microsoft Data Center.

County Manager Kevin Poe explained this was a request to authorize the purchase of a Microsoft 365 Enterprise License for the IT Department. This will allow the county to move from utilizing a virtual desktop infrastructure and Windows 10 platforms to a Microsoft Windows 365 platform countywide. He said this would be a two-phased process. First, the county would purchase the agreement this year and next year, additional money would be required to migrate to the new Microsoft 365 platform.

Mr. Poe added that moving to the new platform would transition the county to business-class computers that would enhance reliability and eliminate obsolete servers and storage infrastructures. The current IT infrastructure is near its end-of-life. As of 2026, approximately 61% of the county's network infracture would be obsolete. The new platform was cloud-based. Plans were to lease all the new infracture for a period of five (5) years.

Approval of the request will allow staff to migrate to the new platform, modernize the infrastructure, streamline operations, upgrade digital cybersecurity and provide for more efficient work capability. And, most importantly, the new platform will provide a higher level of security for computer systems. Staff requested approval to spend $386,836 to get the Microsoft Enterprise Agreement License this year. The cost will be covered by savings from the IT budget. The balance will come from contingency funds. Mr. Poe said next year, the county would need to budget $300,000 to migrate everyone over to the new Microsoft 365 product. Lastly, Mr. Poe confirmed this would definitely be a cost savings for the county. There were no questions.

11. Adjournment

Chairman Clark declared the meeting adjourned at 6:38 p.m.

Jackson County Board of Commissioners
Approved: July 7, 2025

Marty Clark, Chairman

Jim Hix, District 1 Commissioner

Chas Hardy, District 2 Commissioner

Ty Clack, District 3 Commissioner

Marty Seagraves, District 4 Commissioner

Cole Elrod, District 5 Commissioner

SEAL

Attest:
Ericka Johnson, Deputy Clerk