



Jackson County Board of Commissioners

September 15, 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, District 1

Commissioner Chas Hardy, District 2

Commissioner Ty Clack, District 3

Commissioner Marty Seagraves, District 4

Commissioner Cole Elrod, District 5

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 - Commissioner Chas Hardy

Commissioner Chas Hardy led the Pledge of Allegiance.

4. Approval of Minutes

A. August 18, 2025 Draft Minutes

To approve the meeting minutes for August 18, 2025

Prior to the motion, Commissioner Hardy made a clarification regarding the August 18, 2025 minutes concerning the special use request SU-25-089. He confirmed the motion was to approve SU-25-089 with the Planning Commission's recommendation, and he wanted the minutes to accurately reflect this. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

B. September 8, 2025 Draft Minutes

To approve the minutes of the September 8, 2025 planning session

Commissioner Hix moved to approve the minutes for September 8, 2025. Commissioner Hardy 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**

Chairman Marty Clark reminded everyone of the Fall Recycling event hosted by Keep Jackson County Beautiful. It is scheduled for Saturday, September 20, 2025.

7. **Unfinished Business**

A. **Public Hearing - Adopt Fiscal Year 2026 Budget & 2025 Adopt County Millage Rates**

To request approval of the FY2026 budget and 2025 Millage Rates as presented. The County must adopt the PT32.1 and PT-35 County Millage Rate Certification forms and Tax Levy Resolution as required by the State of Georgia.

Assistant County Manager Gina Roy presented the final public hearing for adoption of the Fiscal Year 2026 Budget and 2025 County Millage Rates. She reported that the General Fund budget reflects an approximate \$4.8 million increase, with total revenues including grants bringing the overall budget to about \$149 million dollars. Ms. Roy noted the recommended rollback in millage rates, with unincorporated Jackson County set at 5.371 (a 3.4% decrease) and incorporated Jackson County set at 6.748 (a 2.44% decrease).

She emphasized that the rollback represents a full rollback plus .20, and confirmed this hearing is required prior to final adoption. There were no questions from the board. A public hearing was declared. There were no questions or comments from those in attendance, and the hearing was closed. 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. **New Business**

A. **SFY27 5311 Grant Application**

To approve the SFY27 5311 operating assistance grant application and contract for SFY27 with GDOT.

County Manager Kevin Poe presented the staff report on the Federal Transit Administration Section 5311 Grant for Rural Transportation, explaining that it is one of the county's primary funding sources for the transit program. He noted that in the State Fiscal Year 2027, the county will contribute \$85,161, which will be matched dollar-for-dollar by the federal government. Mr. Poe added that future capital purchases, such as new buses, will also be supported through federal funding.

He recommended approval of the grant application and acceptance of the Section 5311 funds for FY2027. Commissioner Clack moved to approve the request. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

B. **Creation of a Streetlight Special Tax District for Reserve at Gum Springs Subdivision**

To authorize the Chairperson to establish a special tax district for streetlights for Reserve at Gum Springs. An application has been submitted by Chris Whittaker as authorized representative.

Public Development Director Jamie Dove presented the request for the creation of streetlight special tax district for Reserve at Gum Springs Subdivision. She noted this district will have 172 lots with 61 streetlights in Phase 1. County Attorney Chip Ferguson opened the public hearing for comment. There were no comments and the public hearing was closed. Commissioner Elrod moved to approve the request. Commissioner Seagraves seconded the motion. The vote was taken and the motion passed unanimously. (Vote 6 – 0)

C. Sale of Surplus County Sheriff's Office and Seized Vehicle Assets

To request of the Commission authorization for the Finance Department to sell the attached list of Surplus vehicle assets primarily decommissioned from the Sheriff's Office in addition to seized vehicles through use of GovDeals or other authorized third-party distributors that will be able to provide to the County the best return of value.

County Manager Kevin Poe presented a request for authorization to sell surplus vehicles, primarily decommissioned Sheriff's Office vehicles, along with seized vehicles. He explained that all listed vehicles meet the requirements to be declared surplus and are eligible for sale. The Finance Department, through GovDeals or another approved third-party distributor, will manage sales to secure the best return on value.

Mr. Poe recommended that the board declare the vices surplus and authorize the Purchasing Manager to dispose of them in accordance with county policy and state law government surplus government property. Chairman Clark moved to the request. Commissioner Seagraves seconded the motion. The vote was taken and the motion passed unanimously. (Vote 6 – 0)

D. Resolution Accepting LWCF Terms of the Grant

The purpose of this resolution is to accept the award and terms for the 2023 Land and Water Conservation Fund Grant as required.

Assistant County Manager Gina Roy presented the resolution for acceptance of the Land and Water Conservation Fund (LWCG) grant terms related to the 2020 - 2023 funding cycle. She explained that the grant award will support the development of Heritage Mounds Park and acceptance of the resolution ensures compliance with the grant requirements, so the project can move forward.

Ms. Roy noted that the terms are outlined in the staff report. Commissioner Seagraves moved to approve the request. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

E. Consider proposal from Advantage Behavioral Health Systems to use Opioid Settlement Funds to support their opioid treatment program in Jackson County

To consider allocating opioid settlement funds to an opioid treatment program Advantage Behavioral Health Systems is operating in Jackson County.

County Manager Kevin Poe presented a request from Advantage Behavioral Health Systems to allocate \$150,000 from the county's Opioid Settlement Funds to continue the Peer Advocacy and Connection Team (PACT) Program in Jackson County. He explained that the board previously funded the program in FY2023 and FY2024, and the new request would provide ongoing support for efforts to reduce opioid deaths, increase treatment access, and connect residents with recovery services such as detox,

medication-assisted treatment, counseling, and Reboot Jackson.

Mr. Poe noted that the Opioid Settlement Fund currently exceeds \$500,000 with additional settlement proceeds expected. Commissioner Seagraves moved to approve the request. Commissioner Hardy seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

F. Airport Ramp Rehab Grant Approval

Vote to allow the chair to execute a grant between the county and GDOT to fund the previously approved Ramp Rehab project. This will improve the ramp parking area around the new terminal while adding new taxilane markings and tie-down spaces.

County Manager Kevin Poe presented the request for the Airport Ramp Rehabilitation Project and requested board approval of the related grant. He explained that the project, included in the county's capital improvement plan, will upgrade ramp parking around the new terminal and add new taxi lane markings. Pittman Paving was awarded the construction bid, and state and federal funds have now been released to proceed. The total project is \$912,000, with the county responsible for only \$70,000. Mr. Poe recommended authorizing the chairman to sign the GDOT grant documents once they become available. Chairman Clark moved to approve the request. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

G. Resolution for Jackson County Historical Society

Approve resolution honoring and celebrating the Jackson County Historical Society on its 50th Anniversary

County Manager Kevin Poe presented a resolution recognizing the Jackson County Historical Society for its 50th Anniversary. He recommended approval of the resolution, which commends the Society for its outstanding dedication, service, and contributions to preserving the county's history, and expresses the board's gratitude to its members for their commitment to protecting local heritage. Chairman Clark moved to approve the request. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

H. FY 2026 Georgia Indigent Defense Services Agreement

Approve and authorize the Chairman to execute the FY 2026 Georgia Indigent Defense Services Agreement

County Manager Kevin Poe presented the FY2026 Georgia Indigent Defense Services Agreement for approval and authorization for the chairman's signature. The agreement funds the Public Defender's Office for the Piedmont Judicial Circuit, covering Jackson and Barrow counties, for the period January 1, 2026 through December 31, 2026.

Jackson County's share of the costs totaled \$727,871, consisting of \$684,671 in personnel expenses and \$43,200 in non-personnel operating costs, which is unchanged from FY2025. Mr. Poe noted that Barrow County has already approved its portion of the agreement. Commissioner Hix moved to approve the request. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

**I. IGA with the City of Jefferson sewer line extension to the airport in County ROW
Enter into an Intergovernmental Agreement with the City of Jefferson to allow Jackson County to construct a sewer line extension within the county road right of way.**

County Manager Kevin Poe presented the intergovernmental agreement with the City of Jefferson for a sewer line extension to the airport. He explained that the project will extend the city's sewer system from the I.W. Davis lift station to the airport, utilizing county road right-of-way rather than acquiring private easements. Mr. Poe noted that while the city generally requires sewer lines to be placed on easements, the agreement allows use of county right-of-way, saving costs and streamlining the project. Chairman Clark moved to approve the request. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

9. Zoning Related Business

A. New Business

1. RZ-25-0264 : Kevin Petty, 808 Hope Haven Road, Jefferson; 2.088 acres (Map 095/Parcel 026C)

Request to rezone from A-2 (Agricultural Rural Farm District) to R-1 (Residential, Low-Density Single-Family District) in order to subdivide into 2 tracts

Public Development Director Jamie Dove presented the rezoning request for RZ-25-0264. The applicant seeks to rezone the property from A-2 to R-1 in order to split the property into two (2) tracts, each intended for family residential use. The Planning Staff and Planning Commissioner recommend approval w/ 2 conditions.

1. All vehicular access to the property shall be from Hope Haven Road. No new access points shall be created on Jackson Trail Road.
2. Each tract must comply with the minimum lot width and road frontage requirements of the Unified Development Code. The dwelling currently under construction must also meet all applicable building setback requirements. If any tract cannot meet these standards as configured, the applicant shall obtain the necessary variances prior to recording the final plat.

County Attorney Chip Ferguson opened the public hearing. Kevin Petty, 808 Hope Haven Road, Jefferson, GA addressed the board and explained he wanted to subdivide the property for his children. There was no opposition and the public hearing was closed. Commissioner Elrod moved to approve the request with the two (2) recommended conditions. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

2. RZ-25-0263 : Michael Shane Caylor, 880 Old Airport Road, Commerce; 3.41 acres (Map 009/Parcel 020)

Request to rezone from A-2 (Agricultural Rural Farm District) to AR (Agricultural Residential District) in order to subdivide into 2 tracts

Public Development Director Jamie Dove presented the staff report. The applicant requests to rezone the property from A-2 to A-R to split it into two (2) tracts. The Planning Staff and the Planning Commission recommended approval with one (1) condition.

1. Each tract shall be designed to meet the minimum road frontage requirements along Old Airport Road. In the event a tract is proposed without frontage on Old Airport Road and instead relies on Allen Duncan Road, then Allen Duncan Road shall be upgraded to current Jackson County standards in accordance with the Unified Development Code.

County Attorney Chip Ferguson opened the public hearing for comment. Shane Caylor, 198 Garner Road, Braselton, GA spoke in support of the request. He told of plans to renovate the existing home, sale it, and eventually build a separate dwelling. There was no opposition and the public hearing was closed. Commissioner Hardy moved to approve RZ-25-02663 with the one (1) approved condition. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

3. **RZ-25-0265 : Andrew Johns, 1898 Highway 334, Commerce; 7.16 acres (Map 011/Parcel 031A)**

Request to rezone from A-2 (Agricultural Rural Farm District) to AR (Agricultural Residential District) in order to subdivide into 2 tracts

Public Development Director Jamie Dove presented the staff report for RZ-25-0265. The applicant seeks to rezone property from A-2 to A-R and split it into two (2) tracts. The Planning Staff and the Planning Commission recommended approval with one (1) condition.

1. If subdivided as shown on the submitted concept plan, the existing chicken house must be modified or removed to ensure it does not cross a property line. Each resulting tract must comply with the AR district building setbacks; if compliance cannot be achieved, a variance must be obtained.

County Attorney Chip Ferguson opened the public hearing for comment. Andrew Johns, 2361 Mayfield Way Court, Buford, GA spoke in support of the application. He wished to split two (2) acres off the existing seven (7) acres and build a home for himself. There was no opposition, and the public hearing was closed. Commissioner Hardy moved to approve RZ-25-0265 with the one (1) recommended condition. Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

4. **MA-25-0168 : David McDonald, 1361 Wheeler Creek Road; Maysville, 8.984 acres (Map 047/Parcel 005M)**

Request to change the Character Area Map from "Agricultural" to "Rural" and change the Future Land Use Map from "Agricultural/Forestry" to Residential"

Public Development Director Jamie Dove presented the staff report for MA-25-0168. The applicant requested a map amendment for the character area to go from agricultural to rural and the future land use to go from agricultural/forestry to residential. The current zoning is A-2; however, the applicant is attempting to obtain an A-R zoning. The Planning Staff and the Planning Commission recommended approval of the proposed Character Area change from Agricultural to Rural, while recommending that the Future Land Use designation remain Agricultural/Forestry.

County Attorney Chip Ferguson opened the public hearing. David McDonald, 167 Lee Street, Jefferson, GA spoke in support of the request. There were three men who also spoke in support of the request. There was no opposition and the public hearing was closed. Commissioner Hardy moved to approve MA-25-0168 changing the Character Area from Agricultural to Rural, and no change to the Future Land Use designation. Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

5. **MA-25-0169 : Trey Pettyjohn, 3072 Old State Road, Talmo; 1 acre (Map 099/Parcel 011)**

Request to change the Character Area Map from "Agricultural" to "Suburban" and change the Future Land Use Map from "Agricultural/Forestry" to "Residential"

Public Development Director Jamie Dove presented the staff report for MA-25-0169. The applicant seeks to move from an Agricultural character area to a suburban character area, and an Agricultural/Forestry future land use to a residential future land use on one acre. The Planning Staff and the Planning Commission recommend approval.

County Attorney Chip Ferguson opened the public hearing for comment. Trey Pettjohn, 3082 Old State Road, Talmo, GA spoke in support of the application. There was no opposition to the request and the public hearing was closed. Commissioner Elrod moved to approve MA-25-0169. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

6. RZ-25-0266 : Bradley Dunckel, Hog Mountain Road, Jefferson; 43.6 acres (Map 079/Parcel 004)

Request to rezone from A-2 (Agricultural Rural Farm District) to LI (Light Industrial District) to allow for the development of a cold storage facility and warehouse

Public Development Director Jamie Dove presented the staff report. The applicant requested a rezone from A-2 to LI for a cold storage facility and warehouse. The Planning Staff and the Planning Commission recommended approval with three (3) conditions.

1. Prior to issuance of a Land Disturbance Permit, the applicant shall submit a traffic impact study addressing site access and projected traffic volumes. The study shall be reviewed by both the Jackson County Road Department and the Georgia Department of Transportation (GDOT). Any improvements identified by either agency as necessary to mitigate impacts must be incorporated into the project prior to permit issuance.
2. A minimum 30-foot vegetative buffer shall be provided along the southern property line and shall comply with the standards of Sec. 1203. The width may be reduced in accordance with Sec. 1204 if a structural buffer is installed. This requirement does not preclude necessary ingress, egress, or roadway improvements and shall not create obstructions to required sight visibility.
3. All exterior lighting shall be downcast, fully shielded, and directed away from adjoining properties to minimize glare and nighttime spillover.

County Attorney Chip Ferguson opened the public hearing. Bradley Dunckel 425 Oak Street, Gainesville, GA addressed the board in support of the application. There was no opposition, and the public hearing was closed. Commissioner Hix moved to approve RZ-25-0266 with the three (3) conditions with an additional sentence to Condition #1.

1. Prior to issuance of a Land Disturbance Permit, the applicant shall submit a traffic impact study addressing site access and projected traffic volumes. The study shall be reviewed by both the Jackson County Road Department and the Georgia Department of Transportation (GDOT). Any improvements identified by either agency as necessary to mitigate impacts must be incorporated into the project prior to permit issuance. The developer is responsible for any additional road improvements.

Commissioner Elrod seconded the motion. Hearing no discussion, the vote was taken, and the motion passed unanimously. (Vote 6 – 0)

7. **MA-25-0165 : Dwight Cooper, 2321 Gum Springs Church Road, Jefferson; 43.29 acres (Map 096/Parcel 020)**

Request to change the Character Area Map from "Agricultural" to "Suburban" and change the Future Land Use Map from "Intensive Agriculture" to "Residential"

Chairman Marty Clark advised the board were going to combine the public hearings for MA-25-0165, MA-25-0166, and MA-25-0167. Public Development Director Jamie Dove presented the staff report for each. Most have an agricultural character area, and the applicant requested to go to a suburban area. Two had an agricultural/forestry future land use; however, one was for intensive agricultural use. The applicant desired all three to move to residential. The Planning Staff recommended denial of all three requests. The Planning Commission recommended approval of all three requests.

County Attorney Chip Ferguson opened the public hearing. Dwight Cooper, 2321 Gum Springs Church Road, spoke in support of the application. He told the board in the future he planned to sell the property with the hope of rezoning it for a subdivision. There was no opposition and the public hearing was closed. Commissioner Elrod moved to approve MA-25-0165. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

8. **MA-25-0166 : Dwight Cooper, Jackson Trail Road, Jefferson; 77.98 acres (Map 095/Parcel 034)**

Request to change the Character Area Map from "Agricultural" to "Suburban" and change the Future Land Use Map from "Agricultural/Forestry" to "Residential"

Commissioner Elrod moved to approve MA-25-0166. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

9. **MA-25-0167 : Dwight Cooper, Otis Gooch Road, Jefferson; 43.75 acres (Map 095/Parcel 035A)**

Request to change the Character Area Map from "Agricultural" to "Suburban" and change the Future Land Use Map from "Agricultural/Forestry" to "Residential"

Commissioner Elrod moved to approve MA-25-0167. Commissioner Seagraves seconded the motion. The vote was taken and the motion passed unanimously. (Vote 6 – 0)

10. **Executive Session**

A. **Need for Executive Session for Personnel Matters**

To enter into closed session to discuss personnel matters

Commissioner Seagraves moved to move into executive session for personnel matters. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 6 – 0)

After meeting in closed session for fourteen (14) minutes, a motion was made by Commissioner Hix, seconded by Commissioner Seagraves, to exit the closed session. No action was taken by the board.

11. **Adjournment**

Chairman Clark declared the meeting adjourned at 7:09 p.m.

Jackson County Board of Commissioners
Approved: October 6, 2025

Marty Clark
Marty Clark, Chairman

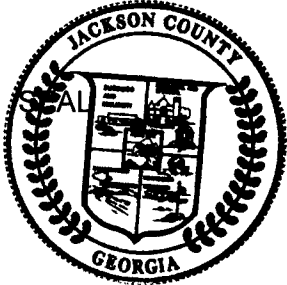
Jim Hix
Jim Hix, District 1 Commissioner

Chas Hardy
Chas Hardy, District 2 Commissioner

Ty Clark
Ty Clark, District 3 Commissioner

Marty Seagraves
Marty Seagraves, District 4 Commissioner

Cole Elrod
Cole Elrod, District 5 Commissioner



Attest: Ericka Johnson
Ericka Johnson, Deputy Clerk

AFFIDAVIT OF COUNTY BOARD OF COMMISSIONERS

Marty Clark, Chairman, Jim Hix, Commissioner, Chas Hardy, Commissioner, Ty Clack, 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 September 15, 2025.

2.

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

3.

The executive session was called to order at 6:55 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 15 day of Sept., 2025.

Jackson County Board of Commissioners

Marty Clark
Marty Clark, Chairman

Ch Hardy
Chas Hardy, Commissioner District 2

Jim Hix
Jim Hix, Commissioner District 1

Ty Clack
Ty Clack, Commissioner District 3

Sworn to and subscribed before me this 15
September, 2025.

Marty Seagraves
Marty Seagraves, Commissioner District 4

Notary Public

Cole Elrod
Cole Elrod, Commissioner District 5

