



Jackson County Board of Commissioners

October 6, 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 Cole Elrod, District 5

Staff Present:

Gina Roy, Assistant County Manager

Jamie Dove, Public Development Manager

Press:

Mike Buffington, Jackson Herald/Mainstreet News

2. Invocation

Commissioner Ty Clack gave the invocation.

3. Pledge of Allegiance - Commissioner Ty Clack

Commissioner Ty Clack led the Pledge of Allegiance.

4. Approval of Minutes

A. September 15, 2025 Draft Minutes

To approve the minutes of the September 15, 2025 meeting

Commissioner Hardy moved to approve the minutes for September 15, 2025.

Commissioner Clack seconded the motion. Hearing no discussion, 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.

Steve Hayes, 184 Forest Lake Road, Pendergrass, GA spoke regarding a safety concern on Wayne Poultry Road. Mr. Hayes described a recent near-accident he experienced while riding his motorcycle and grass clippings blown into the roadway by a county road worker. He expressed concern that such conditions create hazardous situations for motorists and could expose the County to liability if an accident were to occur. Mr. Hayes asked that the county take corrective action to ensure that grass and debris are not left on public roadways during maintenance activities. Assistant County Manager Gina Roy advised she would provide a follow-up on the request.

6. **Reports**

There were no reports.

7. **New Business**

A. **Proclamation of October 5th - 11th as National 4-H Week**

Authorize proclamation that October 5th - 11th, 2025 is National 4-H Week

The board considered the adoption of a proclamation designating October 5th - 11th as National 4H Week. Several 4H-ers were present. Assistant County Manager Gina Roy read the proclamation. Several Extension/4-H staff members were present with the group, and a couple of 4Hers explained their programs and what the program has done for them. Chairman Clark moved to approve the proclamation. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0) A group photograph was taken.

B. **Proclamation Honoring David Prince on His 102nd Birthday**

To proclaim October 25, 2025, as David Prince Day in Jackson County in recognition of his remarkable contributions and lasting legacy

Assistant County Manager Gina Roy presented a proclamation recognizing Mr. David Prince in honor of his 102nd birthday. Mr. Prince, a distinguished veteran who faithfully served in the United States Army, Navy Reserves, Air National Guard, was also retired from the Atlanta Police Department. The board expressed appreciation for his lifetime of service to his country and community. Chairman Marty Clark shared that a celebration in Mr. Prince's honor will be held on October 20, 2025, from 12:00 p.m. to 2:00 p.m. at Manor Lake. Chairman Clark moved to approve the proclamation. Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

C. **Courthouse Atrium and Skylight Repair**

The project will repair skylight flashing and restore the atrium ceiling at the Jackson County Courthouse to prevent water intrusion, ensure structural integrity, and provide a clean, durable finish.

Assistant County Manager Gina Roy presented for consideration the approval of funding for necessary repairs to the Courthouse atrium and skylight due to ongoing leakage issues. She explained that staff received two quotes. The lower bid received excluded required sheetrock repair. The recommended proposal from Alpha Commercial Roofing included all necessary work such as sheetrock, sealants, fasteners, and weather protection. Staff recommended awarding the project to Alpha Commercial Roofing in the amount of \$38,416.79. Commissioner Hix moved to approve the request. Commissioner Hardy seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

8. **Adjournment**

Chairman Clark declared this portion of the meeting adjourned at 6:18 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 work session meeting to order at 6:19 p.m.

10. **New Business**

A. **Award bid for Microsoft 365 Implementation Professional Service Agreement**

To award bid for Microsoft 365 Implementation Professional Service Agreement to Kopesky Enterprises, Inc (dba Surelock Technology)

Assistant County Manager Gina Roy presented the item to award a bid for professional services related to the Microsoft 365 implementation project. She noted that eight (8) qualified proposals were received and evaluated by a scoring committee composed of representatives from various county departments that rely heavily on IT services. Based on the committee's review and scoring, staff recommended awarding the contract to Kopesky Enterprises (d/b/a Surelock Technology) in the amount of \$206,250. The project expense will be funded through the General Capital Fund as part of an ongoing technology improvement initiative. There were no questions from the board.

B. **Award bid for renovations and accepted alternates proposed for Historic Courthouse**

To award the construction bid contract and accept alternate proposals for Renovations to the Historic Courthouse to Prime Contractors

Assistant County Manager Gina Roy presented the item to award a bid for renovation work at the Historic Courthouse. She explained that this capital project has been budgeted for several years while the County worked to secure engineering, architectural and contractor services. The scope of work includes exterior maintenance such as pressure washing, recaulking, repainting, cleaning of the existing structure, and replacement of deteriorated wood soffit boards to address water damage. After reviewing all submitted bids and proposed alternates, staff recommended awarding the contract to Prime Contractors in the amount of \$404,915. There were no questions from the board.

C. **Award bid for Removal and Replacement of Hurricane Shoals Park Pedestrian Bridge**

To award the removal and replacement bid of the Hurricane Shoals Park Pedestrian Bridge contract to Lagniappe Development Company, Inc

Assistant County Manager Gina Roy presented the item to award a bid for the removal and replacement of the pedestrian bridge at Hurricane Shoals Park. She explained that the project has been budgeted within the County's capital projects and has undergone engineering and architectural review. Seven bids were received for the installation of a pre-engineered footbridge, which will be located slightly upstream from the existing bridge to improve safety. Staff recommended awarding the contract to Lagniappe Development Company for a total project cost of \$668,504, which includes a base bid of \$636,000 and contingency funds. There were no questions from the board.

D. **Indication of Roundabout Support to DOT**

Request from Georgia DOT to approve the Chairman to sign the Indication of Roundabout Support for the intersection of SR15 @ CR428/Apple Valley Road. Part of this request is that Jackson County agrees it would be responsible for the electric power bill and landscaping once the project is complete.

Assistant County Manager Gina Roy presented a request from the Georgia Department of Transportation (GDOT) seeking the County's formal indication of support for a proposed roundabout at the intersection of State Route 15 and Apple Valley Road. She noted that this request originated from GDOT, not from Jackson County Government, and is intended to address increasing traffic volumes and safety concerns, particularly related to school traffic in the East Jackson area. GDOT requires local government support prior to initiating its study of the intersection for safety and mobility

improvements. Ms. Roy further explained that, should the project move forward to construction, the County would be responsible for maintenance of the roundabout, including landscaping and lighting. There were no questions from the board.

E. Capital Improvement Element (CIE) and Community Work Program Annual Update

The Northeast Georgia Regional Commission (NEGRC) and the Georgia Department of Community Affairs (DCA) have reviewed and approved the draft update to the Jackson County Capital Improvements Element (CIE) of the Comprehensive Plan after its review by the Jackson County Board of Commissioners at its August 18, 2025 meeting. The final step is to sign the resolution that has been prepared to adopt the update.

Public Development Director Jamie Dove presented the Capital Improvement Element and Community Work Program Annual Update, noting that the item previously went before the board on August 18, 2025 for a public hearing. She explained that it was transmitted to the Northeast Georgia Regional Commission and subsequently to the Georgia Department of Community Affairs (DCA) for review. The DCA returned the document with full approval, indicating that the board may now formally adopt it. Once approved, the update will remain in effect for the entire year. There were no questions from the board.

F. Adoption of Jackson County 2055 Comprehensive Plan

The Northeast Georgia Regional Commission (NEGRC) and the Georgia Department of Community Affairs (DCA) have reviewed and approved the draft of the Jackson County 2055 Comprehensive Plan after its review by the Jackson County Board of Commissioners at its August 18, 2025 meeting. The final step is to sign the resolution that has been prepared to adopt the Jackson County 2055 Comprehensive Plan.

Public Development Director Jamie Dove presented the adoption of the 2025 Comprehensive Plan, explaining that it was similar to the previous item. The plan was submitted to the Northeast Georgia Regional Commission and then to the Georgia Department of Community Affairs (DCA) for review. She noted that DCA returned the document with a few minor edits, which were primarily formatting corrections that were addressed by GIS Manager Joel Logan. With those revisions completed, the plan is now ready for board approval. There were no questions from the board.

G. Award Bid for County Facilities Landscaping & Lawn Care Professional Service - 3 Year Contract

To award the 3-year professional service bid for RFP 250098 County Facilities Landscaping & Lawn Care Service

Assistant County Manager Gina Roy presented the staff report for the request. She explained that this initiative stems from prior budget discussions where administration sought to consolidate service contracts under a single umbrella rather than managing them separately by department. She reported ten (10) proposals were received and reviewed by a scoring committee. Following an evaluation, ACS Landscape Management was recommended for the three-year contract.

Ms. Roy noted that ACS currently provides similar services for the Jackson County Board of Education and various entities in Hall County. The first-year cost is \$68,430, with modest increases projected for years two and three, reaching a maximum of \$71,200. She recommended awarding the three-year professional services contract to ACS Landscape Management.

H. **Airport annual Capital Improvement Plan submission**

Each public use airport in Georgia is required to submit its annual request for project support through the Capital Improvement Plan process. The Jackson county airport will then compete against the other 105 Georgia airports for both federal and state funding. This is the first step in receiving necessary support for these projects.

Assistant County Manager Gina Roy presented the Airport Annual Capital Improvement Plan submission, explaining that it functions similarly to the county's general Capital Improvement Element but is specific to airport projects. She noted that this is an annual process and that the airport's capital improvements have already been included in the upcoming fiscal year's budget. If all associated grant funding is approved, the county's portion would total \$211,000, which has already been budgeted, and would be supplemented by more than \$3 million in state and federal funds. Planned projects include hangar expansion, site preparation for an apron, runway obstruction removal, and easement acquisition, all outlined within the capital improvement element. There were no questions from the board.

11. **Adjournment**

Chairman Clark declared the meeting adjourned at 6:30 p.m.



Attest: Ericka Johnson
Ericka Johnson, Deputy Clerk

Jackson County Board of Commissioners
Approved: October 21, 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