

Jackson County Board of Commissioners

December 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 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 opening invocation.

3. Pledge of Allegiance - Chairman Marty Clark

Chairman Marty Clark led the Pledge of Allegiance.

4. Approval of Minutes

A. December 1, 2025 Draft Minutes

To approve the board minutes for December 1, 2025

Commissioner Hardy moved to approve the minutes for December 1, 2025.

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 no comments.

6. Reports

There were no reports.

7. **Consent Agenda**

Commissioner Hardy moved to approve the Consent Agenda. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

- A. **Increase Scope of Work and Professional Service Agreement for Project 250074 - Architecture & Engineering for Village of Hope with Axis Infrastructure**
To increase the funding approved on November 17, 2025 for Professional Service Agreement with Axis Infrastructure for Project 250074 - Architecture & Engineering for Village of Hope by \$93,000
- B. **Contract with CSRA for State Court Solicitor's Office Pre-Trial Diversion Program**
To approve the renewal of the contract with CSRA to supervise the State Court Solicitor's Office Pre-Trial Diversion Program.
- C. **Memorandum of Agreement between Georgia DOT and Jackson County**
To approve an MOU between GDOT and Jackson County regarding the replacement of a bridge on Wayne Poultry Road.
- D. **Professional Services Agreement with Advantage Behavioral Health Systems for Jackson County Drug Court**
To approve the Professional Services Agreement with Advantage Behavioral Health Systems to provide clinical and treatment services for participants in the Jackson County Drug Court program
- E. **Adoption Agreement Amendment #1 - 401(a) Defined Contribution Plan for Senior Management Employees**
To approve an amendment to the 401(a) Defined Contribution Plan for Senior Management Employees
- F. **Request to accept the recently developed portion of Bill Wright Road and the associated right-of-way on county maintenance**
To request the acceptance of the recently developed portion of Bill Wright Road and the associated right-of-way. See the attached deed and final plat.

8. **New Business**

- A. **Verida Transportation Agreement for Senior Center**
To approve the transportation agreement for the Senior Center
Assistant County Manager Gina Roy presented a supplementary transportation contract for the Senior Center, explaining that the agreement allows the County to receive reimbursement for senior transportation trips provided by the County. Commissioner Seagraves moved to approve the Verida Transportation Agreement for the Senior Center. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)
- B. **Authorize Professional Services Agreement with Lifetime Counseling**
To approve a contract with Lifetime Counseling to provide services for adult offenders in the Veterans Treatment Court services
Assistant County Manager Gina Roy presented a professional services agreement with Lifetime Counseling, explaining that the agreement provides continued counseling

services for the Veterans Court. She noted that the expense has already been approved in the budget for Superior Court services. Ms. Roy further explained that treatment services are provided at a rate of \$150 per month per participant, with evaluations and assessments charged as a one-time fee. She stated that the contract was included in the agenda packet and requested board approval to authorize execution of the agreement for the upcoming year. Chairman Clark moved to approve the agreement with Lifetime Counseling. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

C. Creation of a Street Light Special Tax District for The Falls of Stockton Farms, Unit 7, Phase 2

To authorize the Chairperson to establish a special tax district for street lights for The Falls of Stockton Farms, Unit 7, Phase 2. An application has been submitted by Tony Pourhassan as authorized representative.

Public Development Director Jamie Dove, presented the item regarding the creation of a Street Light Special Tax District for the Falls of Stockton Farms, Unit 7, Phase 2. She explained that the Special Tax District is required to allow staff to stamp the final plat for the development, which consists of 32 lots and 17 streetlights. Ms. Dove noted that the agenda packet included the lighting plan and stated that this item required a public hearing.

County Attorney Chip Ferguson opened the public hearing for comment. No one came forward to speak. The public hearing was subsequently closed. Chairman Clark moved to approve the creation of a Street Light Special Tax District for The Falls of Stockton Farms, Unit 7, Phase 2. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

D. Recommend and Award bid for Construction of Project 240006 - Emergency Medical Services (EMS) Station 2 & Headquarters Building

To award the construction bid for Construction of Project 240006 - Emergency Medical Services (EMS) Station 2 & Headquarters Building and adjust General Capital Fund for Project 240006.

Assistant County Manager Gina Roy presented the item to recommend an award of bid for construction of Project 240006, Emergency Medical Services (EMS) Station 2 and Headquarters Building. She explained that the project was recently advertised for bids following relocation of the EMS facility from the downtown area to a new site near the Empower area off Panther Drive. Ms. Roy reported that SmithBuilt Construction Group was the low bidder in the amount of \$5,099,000 and recommended acceptance of Alternate No. 1 in the amount of \$10,000, bringing the total recommended award to \$5,109,000.

She noted that construction costs have increased and that \$4.5 million had been budgeted for the project in the FY 2024 - 2025 Capital Improvement Program. Ms. Roy also stated that total project funding of \$5,710,000 would be required to complete the project, resulting in an additional funding need of \$1,210,000. She further noted that, upon approval, staff would be able to issue a notice to proceed and complete construction by the end of the following year, allowing EMS to relocate from the old, downtown location. Commissioner Clack moved to approve the request. Commissioner Hardy seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

E. Request to accept a Permanent Easement Agreement

To request the acceptance of a permanent easement agreement. See deed and final plat attached.

Public Development Director Jamie Dove presented a request to accept a permanent easement agreement related to property located at the intersection of Waterworks Road and Hoods Mill Road. She explained that the property had been rezoned several months earlier and was originally conditioned to donate right-of-way in anticipation of a planned roundabout at the intersection. Ms. Dove stated that, following engineering review and coordination with Jeff Bridges, it was determined that additional right-of-way was not required. However, a permanent easement is needed for driveway construction and for the construction and maintenance of slopes associated with the roundabout.

She noted that the deed and exhibit depicting the easement were included in the agenda packet and offered to answer any questions from the board. Commissioner Seagraves moved to approve the request. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

F. Resolution providing for an increase in the number of advisory board members for the Plainview Fire District

To approve an increase in the number of advisory board members for the Plainview Fire District

County Manager Kevin Poe presented a resolution providing for an increase in the number of advisory board members for the Plainview Fire District. He explained that the resolution continues the existence of the Plainview Fire District and increases the number of advisory board members from three to five. Mr. Poe stated that the Board of Commissioners would initially appoint the two additional members to serve through December 31, 2026. He further noted that, beginning thereafter, all elections for the Plainview Fire District Advisory Board would be held during the General Election, with all posts elected to serve four-year terms commencing on January 1 following their election. Mr. Poe recommended approval of the resolution as presented. Chairman Clark moved to approve the request. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

G. Purchase of Property from Walter Barrett

To approve the purchase of property (Tax Parcel #042/007A2-2) from Walter Barrett

Assistant County Manager Gina Roy presented the item regarding the purchase of property from Walter Barrett. She explained that the County has negotiated a purchase price of \$175,000 for the property, with funding to be provided from the FY 2025 Contingency Fund. Ms. Roy stated that the property is located between U.S. Highway 129, the railroad, and New Kings Bridge Park, and includes a residence, a shed, and slightly less than two acres.

She noted that acquisition of the property would enhance and complete the park area by eliminating a residential use within the park boundary. Ms. Roy further stated that Mr. Barrett has executed the sales contract and returned it to staff, and requested board approval to authorize the Chairman and Clerk to execute the agreement so that due diligence may begin, with the goal of closing the purchase at the beginning of the year. Commissioner Seagraves moved to approve the request. Commissioner Hardy seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

9. Zoning Related Business

A. New Business

1. **MA-25-0171 : Cindy Jang, 106 Boone Road, Hoschton; 21.15 acres (Map 112/Parcel 044A)**

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

Public Development Director Jamie Dove presented MA-25-171 for the applicant, Cindy Jang, regarding property located at 106 Boone Road in Hoschton. She explained that the approximately 21.15-acre parcel is currently zoned A-2 and designated Agricultural/Forestry on the Future Land Use Map, and the request is to amend the Future Land Use designation to Residential while maintaining the Suburban character area. Ms. Dove noted that the amendment would allow the property to later seek rezoning to an R-1 or R-2 district for single-family or medium density residential developments.

She reviewed the location of the property along Boone Road near the intersection of Highway 124, its partial inclusion in the West Jackson Overlay District, and the material included in the agenda packet, including the letter of intent, concept plan, utility availability letter indicating water service is available, but sewer is not, surveys, and zoning sign photographs. Ms. Dove stated that both the Planning Staff and the Planning Commission recommended denial, citing the recent Comprehensive Plan Update and concerns regarding the traffic impacts pending future decisions at the Boone Road and Highway 124 intersections. She offered to answer any questions from the board. There were no questions.

County Attorney Chip Ferguson opened the public hearing. Cindy Jang, spoke in support of the request. There was no opposition, and the public hearing was closed. Commissioner Clack moved to deny MA-25-0171. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

2. **MA-25-0174 : Jay Parekh, Highway 124/Highway 332/Old Skelton Road, Hoschton; 15 acres (Map 104/Parcel 028)**

Request to keep the Character Area Map as "Urban" and change the Future Land Use Map from "Residential" to "Commercial"

Public Development Director Jamie Dove presented MA-25-0174 for the applicant, Jay Parekh, with property owner, MTJ Investment Group, LLLP, concerning approximately 15 acres of a larger 64-acre tract located along Highway 332 and Old Skelton Road. She explained that the request is to amend the Future Land Use designation from Residential to Commercial in order to combine the property with an adjacent parcel fronting Highway 124 for a larger commercial development. Ms. Dove noted that the property is currently zoned R-1, designated with an Urban character area, and includes road frontage on both Highway 332 and Old Skelton Road, with the intent for access and utilities to be provided through the Highway 124 frontage where water and sewer are available.

She reviewed the materials included in the agenda packet, included the letter of intent, concept plans illustrating the overall development and proposed big-box component, surveys, utility availability letter, and zoning sign photographs. Ms. Dove stated that both the Planning Staff and the Planning Commission recommended approval of the request. County Manager Chip Ferguson opened the public hearing for comment. Tom Saul, 2743 Perimeter Parkway, Augusta, GA spoke in support of the application. There

were several who spoke in opposition, including: Brian Wilson, 1212 Ward Road, Twana Walker, 535 Wilbur Drive, Hoschton, GA, Tyler Swain, 574 Wilbur Drive, and Joshua Duck, 732 Duck Road. The applicant did not wish to rebut any of the concerns mentioned, and the public hearing was closed. Commissioner Elrod moved to approve MA-25-0174. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

3. **SU-25-0092 : Nelsonel Chavez, 1557 Maddox Road, Hoschton; 2.1 acres (Map 112/Parcel 037E)**

Request for a Special Use to operate a landscaping company within the A-2 (Agricultural Rural Farm District) zoning district

Public Development Director Jamie Dove presented the staff report for SU-25-0092 for the applicant and property owner, Nelsonel Chavez concerning property located at 1557 Maddox Road. She explained that the approximately 2.1-acre parcel is zoned A-2 and is designated with a Suburban character area and Residential Future Land Use, and the request is for a special use to operate a landscaping company. Ms. Dove reviewed the materials included in the agenda packet, including the letter of intent, a concept plan showing accommodation for four trucks with no employees reporting to the site, a utility availability letter indicating that public water is available through the Jackson County Water and Sewer Authority bus sewer service is not, surveys, photographs of the posted special use sign, and letters from neighboring property owners expressing support. She further explained that the business was identified during a code enforcement investigation related to an illicit discharge complaint, which led to a compliance review and the requirement for the applicant to seek property approvals. Ms. Dove stated that both the Planning Staff and the Planning Commission recommended denial of the request and offered to answer any questions from the board.

County Attorney Chip Ferguson opened the public hearing for comment. Roxanna Cervantes, 1557 Maddox Road, spoke in support of the application. She explained the request was to solely park trucks on the property and there was no intent to use it for a nursery or for clients to come in. There will be no signage and stated they were willing to have the property fenced. Trey Pettijohn, 3082 Old State Road, spoke in support, noting that he did not have an issue if they were just parking trucks. There was no opposition to the request, and the public hearing was closed. Commissioner Clack moved to table SU-25-0092 until January 5, 2026. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

4. **RZ-25-0286 : Aleks Kutsar, 6892 Jackson Trail Road, Hoschton; 6.44 acres (Map 114/Parcel 018D)**

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 RZ-25-0286 for the applicant and property owner Aleks Kutsar concerning property located at 6892 Jackson Trail Road. She explained that the request is to rezone the approximately 6.44-acre parcel from A-2 to R-1 in order to subdivide the property into two residential lots.

Ms. Dove noted that the property is currently zoned A-2 and is designated with a Suburban character area and Residential Future Land Use. She reviewed the materials included in the agenda packet, including the letter of intent, surveys, and photographs of the posted zoning sign, and noted that public water is available while sewer service is not. Ms. Dove stated that both the Planning Staff and the Planning Commission recommended approval with one (1) condition.

1. If the required driveway separation cannot be met, a shared driveway must be utilized.

County Attorney Chip Ferguson opened the public hearing for comment. Aleks, Kutsar, 6892 Jackson Trail Road, spoke in support of the application. There was no opposition, and the public hearing was closed. Commissioner Clack moved to approve RZ-25-0286 with the one (1) recommended condition as stated. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

5. SU-25-0093 : Jeff McCreary, 1510 Skelton Road, Hoschton; 11.81 acres (Map 104/Parcel 031F)

Request for a Special Use in order to allow the development of a nonprofit facility

Public Development Director Jamie Dove presented the staff report for SU-25-0093 for the applicant, Jeff McCreary, with property owners, Jeff and Heather McCreary, regarding property located at 1510 Skelton Road. She explained that her approximately 11.81-acre parcel is zoned A-2, designated with a rural character area and Residential Future Land Use, and currently has an approved special use for a dog training facility. The request for a special use to allow operation of a nonprofit counseling and mentoring facility known as The Well at Haven Farms. Ms. Dove reviewed the materials included in the agenda packet, including the letter of intent, business plan, responses to staff follow-up questions, concept plan, utility availability letter indicating water service is available, but sewer is not, surveys photographs of the posted special use signage, and a letter of support from Dr. Brown, Superintendent Jackson County Schools, noting the property's proximity to the nearby school cluster.

Ms. Dove stated that both the Planning Staff and the Planning Commission recommended approval with eight (8) conditions.

1. The property may continue to be used as a single-family residence and for the nonprofit counseling and mentoring services described in the application. No other institutional, commercial, or retail activities shall be permitted on the property.
2. Hours of operation shall be limited to Monday through Friday, 9:00 a.m. to 7:00 p.m. No outdoor events, programs, or group activities shall occur after sunset.
3. Any new building shall be located to the rear of the existing residence and designed with architectural features and materials consistent with the existing home.
4. All on-site parking areas, structures, and operational areas shall comply with zoning setback requirements and be visually screened from adjoining properties through a combination of landscaping, berms, and/or opaque fencing. A minimum 40-foot-wide buffer shall be provided along all property lines, designed and maintained in accordance with Article 12, Sec. 1203 or Sec. 1204 of the Jackson County UDC.
5. Prior to issuance of a business license, the applicant shall submit a site development plan to the Jackson County Department of Public Development for review and approval. The plan shall clearly identify screening measures, access points, operation locations, parking areas, and any required driveway or site improvements.
6. The existing residential structure shall remain owner-occupied as the primary dwelling of the property owners while the counseling and mentoring use is in operation.

7. All exterior lighting shall be fully shielded and downcast to prevent glare onto adjacent properties. Amplified sound or outdoor music shall not be audible beyond the property boundaries.
8. No overnight stays shall be permitted.

County Attorney Chip Ferguson opened the public hearing for comment. Jeff McCreary, 1510 Skelton Road, Hoschton, GA and Executive Director of The Well spoke in support of the application. James Bouchard, 751 Nunn Road, Commerce, GA also spoke in support of the request. There was no opposition, and the public hearing was closed. Commissioner Elrod moved to approve SU-25-0093 with the eight (8) recommended conditions as recommended by staff. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

6. RZ-25-0284 : Marion Shore, 1902 Old Hoods Mill Road, Commerce; 4.25 acres (Map 023/Parcel 020)

Request to rezone from A-2 (Agricultural Rural Farm District) to AR (Agricultural Residential District) in order to subdivide into 3 tracts

Public Development Director Jamie Dove presented the staff report for RZ-25-0284 for applicant and property owner Marion Shore regarding property located at 1902 Old Hoods Mill Road in Commerce. She explained that the request is to rezone approximately 4.25 acres from a larger tract from A-2 to A-R in order to subdivide the property and create two residential lots. Ms. Dove noted that the subject property is zoned A-2 and is designated with a Rural character area and Agricultural Future Land Use. She reviewed the materials included in the agenda packet, including the letter of intent, rezoning concept plan showing the proposed lot configuration, utility availability letters indicating that public water is available along Old Hoods Mill Road while sewer service is not, surveys, and photographs of the proposed zoning signs. Ms. Dove stated that both the Planning Staff and Planning Commission recommended approval with one (1) condition.

1. If required driveway separation cannot be met, a shared driveway must be utilized.

County Attorney Chip Ferguson opened the public hearing for comment. Jennifer Haley, 385 Staghorn Trail, Nicholson, GA addressed the board in support of the request. She stated Mr. Shore was not feeling well; however, he was trying to find ways to pay his property taxes and to have funds to live on for the remainder of his life. There was no opposition to the request, and the public hearing was closed. Commissioner Hardy moved to approve RZ-25-0284 with the one (1) recommended condition. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

7. RZ-25-0260 : Andy Tonge, 288 Blackstock Road, Jefferson; 10.72 acres (Map 080/Parcel 012)

Request to rezone from A-2 (Agricultural Rural Farm District) to MH (Manufactured Housing District) in order to subdivide into 3 tracts

Public Development Director Jamie Dove presented the staff report for RZ-25-0260 for applicant Andy Tonge, with property owners Martha Blackstock and Hilda Tonge, regarding property located at 288 Blackstock Road. She explained that the approximately 10.72-acre parcel is currently zoned A-2 and designated with a Rural character area and Residential Future Land Use, and the request is to rezone the property to M-H in order to subdivide the tract in accordance with an established family will. Ms. Dove noted that the property has frontage on both Blackstock Road and Storey Lane and currently contains two existing homes. She reviewed the materials

included in the agenda packet, including the letter of intent, concept plan illustrating the proposed subdivision, utility availability letter from the City of Jefferson indicating that public water is available, surveys, and photographs of the posted zoning signs. Ms. Dove stated that both the Planning Staff and the Planning Commission with one (1) condition.

1. The existing manufactured home may remain as a lawful use under the MH zoning district. However, no additional manufactured homes shall be placed on the property or on any tracts created from its subdivision. Any new dwelling construction or replacement of existing units shall consist of site-built homes, unless otherwise permitted under applicable state law.

She explained that the condition was included to allow compliance with state law regarding replacement of manufactured homes while limiting future placement. Ms. Dove offered to answer any questions from the board. County Attorney Chip Ferguson opened the public hearing. Andy Tonge, 1125 Storey Lane, requested approval in order to settle Ms. Blackstock's estate. There was no opposition, and the public hearing was closed. Chairman Clark moved to approve RZ-25-0260 with the one (1) recommended condition. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

8. RZ-25-0288 : Trey Pettyjohn, 3380 Old State Road, Talmo; 99.44 acres (Map 099/Parcel 011)

Request to rezone from PCFD (Planned Commercial Farm District) to A-2 (Agricultural Rural Farm District) in order to subdivide into 3 tracts

Public Development Director Jamie Dove presented the staff report for RZ-25-0288 for applicant Trey Pettyjohn, with property owner, Mary Ludeman, Executor of the Estate of Harold Leon Petty John, Sr., regarding approximately 99.44 acres located along Old State Road and Martin Road. She explained that one acre of the property has previously been rezoned to R-1 in accordance with the family will, and this request concerns the remaining tract to allow further subdivision consistent with the terms of the will. Ms. Dove noted that the property is currently zoned PCFD and designated with Agricultural Future Land Use and an Agricultural character area, and the request is to rezone the property from A-2 to allow creation of tracts exceeding eight acres.

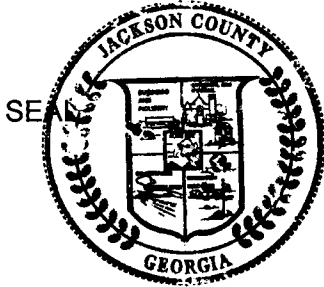
She reviewed the materials included in the agenda packet, including the letter of intent, concept plan illustrating the proposed subdivision, utility availability letter indicating public water is available but sewer services are not, the recorded deed, and photographs of the posted zoning signs. Ms. Dove stated that both the Planning Staff and Planning Commission recommend approval of the request. County Attorney Chip Ferguson opened the public hearing for comment. Trey Pettyjohn spoke in support of the application. There was no opposition and the public hearing was closed. Commissioner Elrod moved to approve RZ-25-0288. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

10. Adjournment

Chairman Clark declared the meeting adjourned at 6:59 p.m.

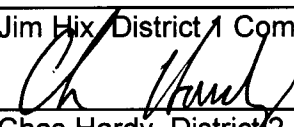
Jackson County Board of Commissioners
Approved: January 5, 2026

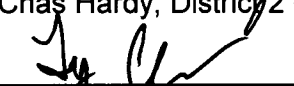

Marty Clark, Chairman



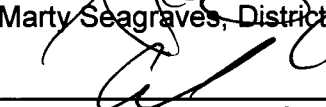
Attest: 
Ericka Johnson, Deputy Clerk

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