



LEE COUNTY BOARD OF COMMISSIONERS
T. PAGE THARP GOVERNMENTAL BUILDING
102 STARKSVILLE AVENUE NORTH, LEESBURG, GEORGIA 31763

Tuesday, October 22, 2024 AT 6:00 PM
T. PAGE THARP BUILDING
OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING MINUTES
Voting Session

COUNTY COMMISSIONERS

Luke Singletary, Chairman, District 2
Chris Guarnieri, Vice-Chairman, District 4
Dennis Roland, Commissioner, District 1
Billy Mathis, Commissioner, District 3
George Walls, Commissioner, District 5

COUNTY STAFF

Christi Dockery, County Manager
Kaitlyn Good, County Clerk
Jimmy Skipper, County Attorney

The Lee County Lee County Board of Commissioners met in a voting session on Tuesday, October 22, 2024. The meeting was held in the Opal Cannon Auditorium of the Lee County T. Page Tharp Governmental Building in Leesburg, Georgia. Those present were Vice-Chairman Chris Guarnieri, Commissioner Dennis Roland, Commissioner Billy Mathis, and Commissioner George Walls. Staff in attendance were County Manager Christi Dockery, County Clerk Kaitlyn Good, and County Attorney Jimmy Skipper. Chairman Luke Singletary was absent. Due to technological difficulties, the meeting was not streamed on Facebook Live. Vice-Chairman Guarnieri called the meeting to order at 6:00 PM.

1. **CALL TO ORDER**

2. **INVOCATION**

A) Pastor David Postlewaite, First Free Will Baptist, to lead the invocation.

Pastor David Postlewaite was unable to attend. Commissioner Dennis Roland led the invocation.

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF MINUTES**

A) Consideration to approve the minutes from the October 8, 2024 Board of Commissioners meeting.

Commissioner Mathis made the **MOTION** to approve the minutes from the October 8, 2024 Board of Commissioners meeting. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

5. **CONSENT AGENDA**

6. **NEW BUSINESS**

A) Recognition of County employees' years of service.

Vice-Chairman Guarnieri recognized the following employees:
5 years: Gregory Clark - PT Magistrate Court Judge
15 years: Victor Allen - Firefighter/Paramedic

7. PUBLIC HEARING

- A) The Board of Commissioners will hold a public hearing to consider a resolution transmitting a **draft Capital Improvements Element Annual Update** to the Southwest Georgia Regional Commission for regional review pursuant to the Georgia Planning Act of 1989.

Consideration to adopt a resolution transmitting a **draft Capital Improvements Element Annual Update** to the Southwest Georgia Regional Commission for regional review pursuant to the Georgia Planning Act of 1989.

Vice-Chairman Guarnieri opened the Public Hearing at 6:03pm.

County Manager Christi Dockery stated that this is per DCA rules and is done annually. This resolution is to submit the draft to the Regional Commission which will be reviewed within 60 days and brought back to the Board for final approval.

With no further comments, or questions from the public, staff, or Board members, Vice-Chairman Guarnieri closed the Public Hearing at 6:04pm.

Commissioner Mathis made the **MOTION** to adopt a resolution transmitting a draft Capital Improvements Element Annual Update to the Southwest Georgia Regional Commission for regional review pursuant to the Georgia Planning Act of 1989. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

8. DEPARTMENTAL MATTERS

- A) **Building Inspection** - Consideration to ratify a proposal from Charles Abbott Associates, Inc. to temporarily assist with performing commercial building code inspections and plan reviews.

Chief Building Inspector Joey Davenport stated that with current health issues, he feels that he will be unable to fulfill his job duties. Mr. Davenport said that he feels comfortable that the current residential inspector and office staff can continue to handle their portions of Building Inspection. This proposal is to allow Charles Abbott Associates (CAA) to send a commercial inspector to come possibly on Tuesdays and Thursdays for commercial and industrial inspections. This can help continue operations to move smoothly without interruptions. Mr. Davenport stated that CAA could also help with plan reviews, if needed.

Commissioner Mathis made the **MOTION** to ratify a proposal from Charles Abbott Associates, Inc. to temporarily assist with performing commercial building code inspections and plan reviews. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

- B) **E-911** - Consideration to award the bid for the E-911 Center Dispatch Room Renovation project.

Chief Building Inspector Joey Davenport stated that there was one contractor in attendance for the Pre-Bid Meeting, but one showed up late after everything was finished and was told he missed the Pre-Bid Meeting and therefore would not be considered for the project. This is a simple project needed for the 911 Center that will include moving various walls, tearing out a bathroom, and turning three (3) rooms into one (1) room in an effort to make the dispatch center larger. Mr. Davenport stated that this project could be completed within a couple of months.

Commissioner Roland asked who the bidder was. Mr. Davenport stated the one bidder was WJ Kirksey Construction. Commissioner Walls asked for the cost of this project, to which Mr.

Davenport stated the total cost is \$54,333.00. County Manager Christi Dockery added that it can be paid from SPLOST.

Commissioner Roland made the **MOTION** to award the bid for the E-911 Center Dispatch Room Renovation project to WJ Kirksey Construction for \$54,333 from SPLOST funds. Commissioner Mathis seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

- C) **Planning, Zoning & Engineering - Amber Barragan (Z24-013)** has submitted an application requesting a variance from the R-1 Single-Family Residential District Section 70-164, setback requirements, and is also requesting permission to encroach on Lee County Board of Commissioners property (storm water management area). The applicant hired a pool company who deviated from the County approved site plan and placed the concrete pool deck and pool structure over the rear lot line and onto the property owned by the Lee County Board of Commissioners. Applicant is also requesting permission to place the required pool fencing on Lee County Board of Commissioners property in order to abide by the State of Georgia's Environmental Health Regulations Chapter 511-3-5 Rule.18 (11) Barriers and the 2018 International Pool and Spa Code as adopted by the Georgia Department of Community Affairs. The property owner is Amber Barragan. The subject property is zoned R-1 and is located at 132 Morning Mist Drive, parcel number 040 D 366, in Land Lot 271 of the Second Land District of Lee County, Georgia. ***Planning Commission recommends approval. Public Hearing held October 8, 2024***

Commissioner Roland made the **MOTION** to approve a variance and allow the applicant to place fencing on County property. Commissioner Mathis seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

Commissioner Mathis asked that staff to write a letter to the pool company and monitor them.

- D) **Planning, Zoning & Engineering - Consideration to approve the annual Master Services Agreement with WSP for Planning Consultation Services.**

Interim Planning Director Joey Davenport summarized this agreement. He stated that this is the consultant the County has been using for the last two years. This is the typical contract with additional training for Planning staff for \$1,500.00.

Commissioner Mathis made the **MOTION** to approve the annual Master Services Agreement with WSP for Planning Consultation Services at a total cost of \$34,500.00. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

- E) **Public Works - Consideration to authorize staff to publish an RFP for an office building for Code Enforcement and Animal Control personnel.**

Public Works Director Mike Sistrunk summarized this project. He stated that Animal Control and Code Enforcement Offices have been in the 911 Center for several years. There are currently six (6) total employees, three (3) with Code Enforcement and three (3) with Animal Control, that would need office space. Mr. Sistrunk stated they want to put out this RFP to see how much a new building would cost because Public Works does not have the space to add on to it due to how the building is set up.

Commissioner Mathis asked if they were not renovating Public Works anymore. Mr. Sistrunk stated that is a different RFP, the next item. The Public Works building was built in 1998 to house 18 employees and they currently have 31. Ms. Dockery stated they estimate it to be \$100,000.00 for the

Public Works renovation which includes expanding the bathroom and work bay. Commissioner Mathis asked how much the new building would cost for Code Enforcement and Animal Control. Mr. Sistrunk stated it was a 30x40 building, it is estimated to cost around \$150,000.00. This would be a turnkey building.

Commissioner Mathis made a motion to approve both RFPs in one motion. Commissioner Mathis said that the number are very low. Mr. Sistrunk stated that he has looked at various ways on how to keep costs down.

Commissioner Mathis made the **MOTION** to authorize staff to publish an RFP for an office building for Code Enforcement and Animal Control personnel. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

F) **Public Works - Consideration to authorize staff to publish an RFP for renovations to the Public Works office building using ARPA funds.**

Commissioner Mathis made the **MOTION** to authorize staff to publish an RFP for renovations to the Public Works office building using ARPA funds. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

9. **CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES**

10. **COUNTY MANAGER'S MATTERS**

A) **Updates on County projects.**

County Manager Christi Dockery discussed the following updates to County projects: (1) The ADA compliant website is currently being worked on, the new website will be www.leecountyga.gov; and (2) The tower project is still ongoing. Sumter EMC will be moving a pole within 10 days and Motorola has provided a timeline for this project.

Commissioner Roland asked about the three-way stop on Old Stage Road and if it served any purpose. Public Works Director Mike Sistrunk stated that it was placed there when the road was paved. Commissioner Mathis stated that speeding in Lee County is a problem. He asked Mr. Sistrunk to look into the possibility of doing speed tables on a few roads.

B) **Consideration to approve the Budget Calendar for FY 2025-26.**

Commissioner Mathis made the **MOTION** to approve the Budget Calendar for FY 2025-26. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

C) **Consideration to approve a proposal from Albany Elevator Service, Inc. for door lock monitor kits for the elevators at DFCS and the Courthouse Annex.**

County Manager Christi Dockery stated that the Georgia Office of the Commissioner of Insurance and Safety Fire has updated their codes. The elevator in the T. Page Tharp Building is up to code, however, the DFCS and Courthouse Annex elevators are not. The kits that are needing to be installed are \$10,370.00 each and is budgeted in the Facilities line item. This is required, or the elevators will need to be closed down.

Commissioner Roland made the **MOTION** to approve a proposal from Albany Elevator Service, Inc. for door lock monitor kits for the elevators at DFCS and the Courthouse Annex for a total of

\$20,740.00. Commissioner Mathis seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

11. **COMMISSIONER’S MATTERS**

A) Mike Talley, Flint River Consulting, to discuss stormwater.

Mike Talley, Flint River Consulting, addressed the Board regarding Ivy Lane and Ambleside Drive. He stated that he has proposals for these ponds. The Ivy Lane project would be a study to see how the flooding at 112 Ivy Lane could be alleviated. The Ambleside Drive project is to prepare construction drawings; this is something that Public Works could build as it is not an extensive construction project. Commissioner Mathis asked if pipes were included in the proposals. Mr. Talley stated that it is included in the Ambleside Drive pond.

Commissioner Mathis made the **MOTION** to approve the two proposals received for Ivy Lane and Ambleside Drive stormwater issues for \$12,300.00 and \$24,000.00, respectively. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Roland voting yea.

12. **UNFINISHED BUSINESS**

13. **COUNTY ATTORNEY’S MATTERS**

A) Consideration to adopt an amendment to Chapter 6, Article II of the Lee County Code of Ordinances relating to the requirement of fingerprinting for annual alcohol license renewals. *FIRST READING*

Commissioner Mathis stated that business owners are required every year to be fingerprinted as part of the renewal process and many counties do not require this.

Commissioner Mathis made the **MOTION** to waive the second reading for an amendment to Chapter 6, Article II of Lee County Code of Ordinances relating to the requirement of fingerprinting for annual alcohol license renewals. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

Commissioner Mathis made the **MOTION** to adopt an amendment to Chapter 6, Article II of the Lee County Code of Ordinance relating to the requirement of fingerprinting for annual alcohol license renewals. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Walls voting yea.

14. **EXECUTIVE SESSION**

15. **PUBLIC FORUM**

Willie Sneed- Discussed an accident on August 14, 2024 that led to his windshield getting cracked, the County insurance denied his claim.

Lee Purvis- Discussed Lumpkin Road flooding issues. Mr. Purvis addressed Commissioner Roland regarding the solar farm.

With no further comments or questions from the public, staff or the Board. The Public Forum was closed.

16. **ANNOUNCEMENTS**

- A) The next regularly scheduled County Commission Meeting is **Tuesday, November 12, 2024 at 6:00pm.**
- B) The renewal process for 2024 Occupation Tax/Business Licenses will begin November 1, 2024. Please go to Lee County's website at www.lee.ga.us or contact Building Inspection at (229) 759-3326 for more information. **All current business licenses will expire on December 31, 2024.**

17. **ADJOURNMENT**

The meeting adjourned at 6:36PM.

CHAIRMAN

ATTEST:

COUNTY CLERK