



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

Tuesday, August 26, 2025 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

Scott Addison, County Manager
Kaitlyn Good, County Clerk
Jimmy Skipper, County Attorney

The Lee County Board of Commissioners met in a voting session on Tuesday, August 26, 2025. The meeting was held in the Opal Cannon Auditorium of the Lee County T. Page Tharp Governmental Building in Leesburg, Georgia. Those present were Chairman Luke Singletary, Vice-Chairman Chris Guarnieri, and Commissioner Dennis Roland. Staff in attendance were County Manager Scott Addison, County Clerk Kaitlyn Good, and County Attorney Jimmy Skipper. Commissioners Billy Mathis and George Walls were absent. The meeting was also streamed on Facebook Live. Chairman Singletary called the meeting to order at 6:00 PM.

1. **CALL TO ORDER**

2. **INVOCATION**

Chairman Luke Singletary led the invocation.

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF MINUTES**

A) Consideration to approve the minutes from the August 12, 2025 Board of Commissioners meeting.

Commissioner Roland made the **MOTION** to approved the minutes from the August 12, 2025 Board of Commissioners meeting. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

5. **CONSENT AGENDA**

6. **NEW BUSINESS**

A) Recognition of employees' years of service.

Chairman Singletary recognized the following employees for their years of service:

10 years: Christine Camo - Paramedic/Firefighter

15 years: Sherman Martin - Animal Shelter Supervisor

20 years: James Barthels Jr. - Equipment Operator I

7. **PUBLIC HEARING**

8. **DEPARTMENTAL MATTERS**

A) **Code Enforcement - Robert Vincent, Chief Marshal, to present on recent significant changes in the approach to the enforcement of code violations.**

Robert Vincent, Chief Marshal, presented to the Board. He stated that he has been working here for nine months and has learned a lot. There are things that they have been doing and things that they need to look at doing. Mr. Vincent summarized the history of the Code Enforcement Office throughout the years. In 2006, the office was first established and then in 2011 it transitioned to a Marshal's Department, which requires officers to be sworn law enforcement officers. In 2025, they transitioned from reactive to proactive enforcement. Mr. Vincent discussed how being reactive is inconsistent and unfair enforcement. This type of enforcement can lead to widespread non-compliance. Being proactive is more thorough and consistent and leads to increased compliance over time. He stated that they need to set enforcement priorities with direction from the Board, legitimate complaints, and data analysis.

Mr. Vincent showed a graph to the Board and audience displaying the data analysis over two years. The most common complaints are overgrown vegetation and trash or debris. GIS used this data to make a hotspot map that shows a majority of the complaints are from residential subdivisions. Mr. Vincent said they tend to set neighborhood enforcement standards based on those that live there, and neighborhood standards are not all the same throughout the County. The standards are changing, and the population is growing. There are citizens moving into areas where their standards might not match those who have lived there.

Mr. Vincent showed a graph of the number of active cases and how they have significantly increased since 2024. He discussed the enforcement process that is currently in place. They are still doing erosion and sediment regulations. In 2024, there were 19 commercial developments that Code Enforcement Officer Randy James did the inspections on. These must be inspected weekly and after every rain event. Mr. Vincent discussed the documentation and case management process that is currently being used. The Code Enforcement calls are documented through the 911 CAD system, which provides consistency for documentation. However, the current process for documenting photos, reports, and the master case list is inefficient and difficult to use.

Mr. Vincent stated that there are several vacant properties throughout the County and many of them have violations. However, they are unable to find or hold the owner accountable because they are unable to find or contact them. Right now, there is currently no way to fix the nuisances on the properties. Mr. Vincent talked about the future of Code Enforcement. The City of Leesburg has expressed they want to follow what the County decides. Mr. Vincent said that they are in need of a case management database. He asked the Board to think over some questions he provided and let him know any thoughts that they may have.

Commissioner Guarnieri stated that the Board appreciates what Mr. Vincent is doing. He said that over his years of serving on the Planning Commission and the Board, he has seen them be reactive instead of being proactive. He stated that he appreciates them being proactive and believes that it is the answer. Commissioner Roland asked if they had to take any to court. Mr. Vincent stated that they have. The court usually gives the citizen an extension and time to apply. A majority of the time, citizens have ailments and do not have anyone to help them. He is currently looking for any resources that may be able to help in these situations.

B) **EMA - Consideration to renew an agreement with the United States Department of the Interior for the creek gauges for a period of one (1) year beginning October 1, 2025 at a cost of \$16,000.00. Current agreement expires September 30, 2025.**

Commissioner Guarnieri made the **MOTION** to renew an agreement with the United States

Department of the Interior for the creek gauges for a period of one (1) year at a cost of \$16,000.00, to come from the E911 budget. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

- C) **Planning, Zoning & Engineering** - Consideration to adopt a resolution for final subdivision approval of Sawtooth Oaks Phase I.

Commissioner Guarnieri made the **MOTION** to adopt a resolution for final subdivision approval of Sawtooth Oaks Phase I. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

- D) **Planning, Zoning & Engineering** - Consideration to approve a conditional use application, under Section 70-383 (h), for **Lanier Engineering (Z25-031)** to construct an urgent care clinic which is not upon the primary campus of a hospital, or at the remote location of a hospital. The parcel is vacant and is zoned C-2 (General Business District). The property owner is Phoebe Putney Health System, Inc. The subject property is located at 1388 US HWY 82 W, parcel number is 029B133, in Land Lot 263 of the Second Land District of Leesburg, Georgia. **Planning staff and Planning Commission recommend approval. Public Hearing held August 12, 2025**

Commissioner Roland made the **MOTION** to table the conditional use application for Lanier Engineering (Z25-031) until the September 9, 2025 meeting. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

- E) **Planning, Zoning & Engineering** - Consideration to approve an application from **Tokela Huston (Z25-032)** to rezone 1.98 acres from R-1 (Single-Family Residential District) to C-2 (General Business District). The property owner is Tokela Huston. The subject property is located at 165 Cedric Street, parcel number is 040D077, in Land Lot 270 of the Second Land District of Leesburg, Georgia. **Planning staff recommends approval with the following conditions: (1) Use under C-2 shall be limited to daycare for children aged 2-12 as proposed by the applicant and (2) Prior to expansion beyond the current level of daycare enrollment, the applicant shall provide a plan demonstrating the adequacy of driveway(s) on the parcel to accommodate additional traffic associated with pick-up and drop-off activity. Planning Commission recommends approval to rezone to C-1 instead of C-2. Public Hearing held August 12, 2025**

Commissioner Guarnieri stated that C-1 would be applicable. Chairman Singletary asked County Attorney Jimmy Skipper what his recommendation was regarding placing these conditions in the deed book. Mr. Skipper stated that what generally happens with a conditional rezoning is that in the future no one remembers the conditions and then there is something that was not approved in that lot. He would suggest putting an affidavit with the records in the deed book in Superior Court with the conditions it has been rezoned with. Chairman Singletary stated that if they are going to conditionally rezone it, then it needs to be handled the way Mr. Skipper recommends. Commissioner Guarnieri stated he would like to have it be a conditional use under C-1, that would allow for change in the future.

Commissioner Guarnieri made the **MOTION** to approve an application from Tokela Huston (Z25-032) to rezone 1.98 acres from R-1 to C-1 with a conditional use of a daycare with the recommended conditions as provided by planning staff. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

- F) **Planning, Zoning & Engineering** - Consideration to approve an application from **SF Rentals (Z25-033)** to rezone 1.16 acres from C-1 (Neighborhood Business District) to R-1 (Single-Family Residential District). The property owner is SF Rentals. The subject property is located on Aspen

Drive at lot 89 Palmyra Subdivision Phase 7, parcel number is 029B218, in Land Lot 264 of the Second Land District of Leesburg, Georgia. **Planning staff and Planning Commission recommend approval. Public Hearing held August 12, 2025**

Commissioner Guarnieri made the **MOTION** to approve an application from SF Rentals (Z25-003) to rezone 1.16 acres from C-1 to R-1. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

- G) **Planning, Zoning & Engineering** - Consideration to approve an amendment (**LP25-01**) to the Future Land Use Map of the Lee County Comprehensive Plan for the property Tract 2 located in Flint Ventures/ MSG Pecan Orchard Subdivision owned by LKC Groves, LLC. The request seeks to amend a total of 116.274 acres of the Future Land Use designation from Residential to Industrial. Lee County is also initiating a request to amend a portion of the property to the East owned by Lexwig, LLC. The request seeks to amend a total of 111.852 acres of the Future Land Use designation from Residential to Industrial. This amendment is intended to better reflect the County's long-range land use planning goals and support future light industrial development. The subject properties are located off Forrester Parkway and State Hwy 133, parcel numbers 039D082 and 039D120, in Land Lot 211 of the Second Land District of Leesburg, Georgia. **Planning staff recommends approval. Planning Commission did not provide a recommendation. Public Hearing August 12, 2025**

Commissioner Guarnieri made the **MOTION** to approve an amendment (LP25-01) to the Future Land Use Map of the Lee County Comprehensive Plan. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

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

- A) Consideration to appoint one (1) member to the **Tax Assessor's Board** for a term of three (3) years. Current term expires 08/31/2025. New term expires 08/31/2028. Letter of interest in appointment received from Tim Sumners (reappointment).

Commissioner Guarnieri made the **MOTION** to table the reappointment to the Tax Assessor's Board until the September 9, 2025 meeting. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

10. **COUNTY MANAGER'S MATTERS**

- A) Updates on County projects.

County Manager Scott Addison discussed the following updates to County projects: (1) The Code Enforcement and Animal Control building is progressing and they expect to have both departments moved in by next month; (2) staff is currently working with the City of Albany on the bid/construction documents for the 2025 LMIG and LRA project, Ledo Road, which should be issued shortly; the additional 2025 LRA projects will be Hickory Grove, New York Road, and Leland Ferrell and all will be bid out together; (4) a geotechnical study has been approved for the courthouse, this will be an analysis for the foundation designs; and (5) there will be a ribbon cutting for a new business in the Oakland Industrial park on Thursday, September 4 at 11:30am.

- B) Consideration to approve an agreement with Reliable Engineering for the design, bid, and construction administration for the 2026 LMIG resurfacing projects at a cost of \$20,250.00.

Commissioner Guarnieri made the **MOTION** to approve an agreement with Reliable Engineering for the design, bid, and construction administration for the 2026 LMIG resurfacing projects for

\$20,250.00, to come from TSPLOST funds. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

- C) Consideration to approve an agreement with Reliable Engineering for the design, bid, and construction administration for the 2026 TSPLOST resurfacing projects at a cost of \$56,250.00.

Commissioner Roland made the **MOTION** to approve an agreement with Reliable Engineering for the design, bid, and construction administration for the 2026 TSPLOST resurfacing projects at a cost of \$56,250.00, to come from TSPLOST funds. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

- D) Consideration to submit a letter of support for the Southwest Georgia Community Action Council's application to the USDA Rural Development Housing Preservation Grant program.

Chairman Singletary stated that this does not have any financial requirement, it is just a letter of support.

Commissioner Roland made the **MOTION** to submit a letter of support for the Southwest Georgia Community Action Council's application to the USDA Rural Development Housing Preservation Grant program. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

- E) Consideration to approve the temporary construction easements of parcels 2, 3, and 4 for the City of Leesburg.

County Manager Scott Addison summarized that these easements are a continuation of the Georgia Department of Transportation TAP grant project, which originally began in 2019. This was a partnership between Lee County and the City of Leesburg. He stated that the original application was for \$2.3 million and both entities approved a 10% match. Currently, only \$7,400.00 of that match has been spent by the County. In 2021, after the preliminary engineering was complete, a map of the downtown area was brought to the Board for sidewalk installation. This project is to provide temporary construction leases on county-owned property located in downtown Leesburg. Mr. Addison stated that one lease would be for the area next to the courthouse, the City has offered to pay \$21,700.00. Another location is near the extension office and the City would pay \$11,400.00. The parking lot behind the courthouse is currently gravel, but staff will work with the City to make sure it gets paved in accordance to the architects design with the courthouse expansion. The reimbursement for that lease is \$49,000.00. The total amount would be \$82,100.00 paid to the County if this is approved.

Commissioner Guarnieri made the **MOTION** to approve the temporary construction easements of parcel 2,3, and 4 for the City of Leesburg. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Chairman Singletary voting yea.

11. **COMMISSIONER'S MATTERS**
12. **UNFINISHED BUSINESS**
13. **COUNTY ATTORNEY'S MATTERS**
14. **EXECUTIVE SESSION**
15. **PUBLIC FORUM**

Mike Sabot – Mr. Sabot stated that he sent the Board a request for a senior citizen property tax relief to be considered. He asked that it be put up for discussion at the next meeting.

Anegla Scott – Ms. Scott asked if there has been a follow-up regarding the water problem that is happening on Wiregrass Way. Chairman Singletary stated that they did reach out to the pecan grove and the owners will currently not let the County pump on their property. Mike Talley has not finished his research on what the ponds need. Currently, they are at a standstill until the water goes away, at which time they can receive engineering information back. Ms. Scott stated at the last meeting it was stated that they did not suggest pumping one of the ponds because the homeowners paid for a lakefront property. She asked if there was a proactive plan for hurricane season since it is still ongoing. Chairman Singletary stated that until the ponds go down, they aren't able to do anything even if they have a suggestion tomorrow. However, Mike Talley is working to get a recommendation for the Red Tip pond.

Chairman Singletary asked if anyone else would like to speak.

With no further comments or questions from the audience, the Public Forum was closed.

16. **ANNOUNCEMENTS**

- A) The offices of the Lee County Board of Commissioners will be **closed Monday, September 1, 2025** in observance of the Labor Day Holiday. County offices will reopen for regular business hours on Tuesday, September 2, 2025. Residential garbage collection will be delayed one day for the remainder of the week.
- B) The next Board of Commissioners meeting will be held September 9, 2025 at 6:00pm.

17. **ADJOURNMENT**

The meeting adjourned at 6:39PM.

CHAIRMAN

ATTEST:

COUNTY CLERK