

**MINUTES**

**DECATUR COUNTY BOARD OF COMMISSIONERS**

**COMMISSIONERS' BOARD ROOM**

**TUESDAY, AUGUST 9, 2022**

PRESENT: CHAIRMAN PETE STEPHENS, VICE CHAIRMAN DENNIS BRINSON, COMMISSIONERS, RUSTY DAVIS, GEORGE ANDERSON, AND STEVE BROCK, COUNTY ADMINISTRATOR ALAN THOMAS, COUNTY ATTORNEY BRUCE KIRBO, AND COUNTY CLERK MICHELLE WEST.

ABSENT: BOBBY BARBER, JR

**INVOCATION AND THE PLEDGE OF ALLEGIANCE**

Chairman Stephens called the regular meeting to order at 9:00 a.m. After the call to order, Chairman Stephens gave the invocation and all those assembled pledged allegiance to the flag of the United States of America.

**APPROVAL OF AGENDA**

Vice Chairman Brinson made a motion to approve the agenda, as presented. Commissioner Anderson seconded the motion, a vote was taken and unanimously approved.

**SPECIAL PRESENTATIONS**

There were no Special Presentations.

**PUBLIC PARTICIPATION**

There was no Public Participation.

**APPROVAL OF MINUTES**

Commissioner Davis made a motion to approve the minutes of the Commissioners' meeting held July 26, 2022, as presented. Commissioner Brock seconded the motion, a vote was taken and unanimously approved.

**PUBLIC HEARING # 1 - Unified Development Ordinance**

Commissioner Davis made a motion to enter into the Public Hearing # 1. Commissioner Brock seconded the motion, a vote was taken and unanimously approved.

Chairman Stephens recognized the Community Development Director, Steve O'Neil who stated this first Public Hearing is to cover the Unified Development Ordinance which includes in Chapter 1, the general provisions, purpose and definitions; Chapter 2, governs industrial uses, which requires a special use permit from the Board of Commissioners to operate industrial uses with the exemption of uses contained on 5 acres or less; Chapter 3, Environmental provisions, which is basically state model ordinances for flood zones, groundwater recharge, riparian buffers, wetlands, aquifer recharge access areas, and soil erosion; Chapter 4, is Site design standards for developments/subdivisions for Manufactured Homes and Whigham Dairy Farm; Chapter 5, accessory and temporary uses, communication towers, and migrant housing; Chapter 6, Development standards for roads and parking lots along with Board of Health requirements, utilities and post development stormwater management; Chapter 7, Administration.

There being no further discussion from the Board or the audience, Commissioner Davis made a motion to enter back into the Regular Session. Vice Chairman Brinson seconded the motion, a vote was taken and unanimously approved.

**PUBLIC HEARING # 2 - Policies and Procedures for Conducting Public Hearings –  
Chapter 7.06.06**

Commissioner Davis made a motion to enter into the Public Hearing # 2. Vice Chairman Brinson seconded the motion, a vote was taken and unanimously approved.

Chairman Stephens recognized the Community Development Director, Steve O’Neil who stated the second Public Hearing is to provide the notice and hearing procedures for hearings required by the UDO.

There being no further discussion from the Board or the audience. Commissioner Davis made a motion to enter back into the Regular Session. Vice Chairman Brinson seconded the motion, a vote was taken and unanimously approved.

**PUBLIC HEARING # 3 – Standards for the Exercise of Governmental Authority**

Vice Chairman Brinson made a motion to enter into the Public Hearing # 3. Commissioner Anderson seconded the motion, a vote was taken and unanimously approved.

Chairman Stephens recognized the Community Development Director, Steve O’Neil who stated the third Public Hearing is for the standards for decision making throughout the UDO.

There being no further discussion from the Board or the audience. Commissioner Davis made a motion to enter back into the Regular Session. Commissioner Brock seconded the motion, a vote was taken and unanimously approved.

**PUBLIC HEARING # 4 – Creation of Environmental Districts and a Whigham Dairy  
Road Corridor Protection District**

Commissioner Anderson made a motion to enter into the Public Hearing # 4. Vice Chairman Brinson seconded the motion, a vote was taken and unanimously approved.

Chairman Stephens recognized the Community Development Director, Steve O’Neil who stated the fourth Public Hearing is the creation of Whigham Dairy District and the Environmental Districts of Chapter 3.

There being no further discussion from the Board or the audience. Commissioner Davis made a motion to enter back into the Regular Session. Vice Chairman Brinson seconded the motion, a vote was taken and unanimously approved.

**PUBLIC HEARING # 5 – Regulations of Signs**

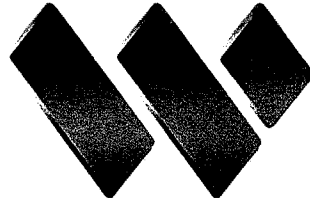
Vice Chairman Brinson made a motion to enter into the Public Hearing # 5. Commissioner Anderson seconded the motion, a vote was taken and unanimously approved.

Chairman Stephens recognized the Community Development Director, Steve O’Neil who stated the fifth Public Hearing is the regulation of signs in Chapter 5.03 of UDO. The UDO allows signs regardless of the content, but regulates sizes of signs, number of signs, brightness of LEDs, multi-message, etc. Director O’Neil stated he has a number of studies which show that unregulated signs can have a negative impact on traffic safety, aesthetic appearance of the community and property value.

There being no further discussion from the Board or the audience. Vice Chairman Brinson made a motion to enter back into the Regular Session. Commissioner Brock seconded the motion, a vote was taken and unanimously approved.

**OLD BUSINESS**

There was no Old Business.



**WATKINS & ASSOCIATES, L.L.C.**  
**CONSULTING ENGINEERS**

August 1, 2022

Mr. Alan Thomas  
County Administrator  
Decatur County Board of Commissioners  
P.O. Box 726  
Bainbridge, Georgia 39818

Subject: Decatur County, Georgia  
Proposal for Engineering and Surveying Services for Rich Road

Dear Mr. Thomas:

Watkins & Associates, L.L.C. is pleased to submit this proposal for surveying and engineering related services necessary to design and construct Rich Road (+/- 1.54 miles) a rural county roadway for the Decatur County Board of Commissioners. As requested, we propose to provide the following surveying and engineering services as described in the below listed scope of services. It is to our understanding the County will be constructing this project in house and will not be advertised for construction. Therefore, we have broken out the project into two distinct phases with one being the design development phase and the other being the construction phase.

Our proposed scope of services for Phase 1: Design Development Phase, includes the following:

- Provide surveying services necessary for preparation of construction plans and associated construction related permits.
- Prepare Construction Plans required for the construction of the roadway project. The plans shall consist of:
  - Horizontal and Vertical alignment
  - Storm Drain and Side Drain Design and Location
  - Erosion, Sedimentation & Pollution Control Plan
  - Summary of Quantities
  - Details that meet Georgia Department of Transportation Standards.

- Preparation of all necessary right-of-way deeds and drainage easement drawings (if needed) and supporting documents. Right of Way and easements to be obtained by the Decatur County Board of Commissioners.
- Submit and obtain required permits and approvals from the following:
  - Georgia EPD (Land Disturbance Permit)
  - Georgia EPD NPDES Permit
  - Georgia DOT
  - U.S Corps of Engineers (if required)

Our proposed fee for the above-described Phase 1: Design Development Phase, is based on a **Lump Sum Basis of \$63,012.00** of which would be billed out based on the amount of work completed for each scope of service listed. This not-to-exceed fee shall include all labor, materials and equipment necessary to complete the services proposed listed.

Our proposed scope of services for Phase 2: Construction Layout and Staking, is based on an occurrence basis. These are services that may have more than once during the construction of the project. The services are as follows:

- Survey staking of the right-of-way/clearing limits: \$5,000.00 per occurrence.
- Survey staking of roadway centerline (does not include grades): \$3,750.00 per occurrence.
- Survey staking for each storm drain pipe (does not include side drains): \$200.00 per occurrence.
- Survey and install bench marks every 500 feet for the length of the road: \$3,000.00 per occurrence.
- NPDES Storm Water Monitoring: \$800.00 per month until permanent ground coverage is obtained.

Please note that any additional construction related surveying services will be billed out on an hourly basis of \$125.00/hour with a minimum of a 4 hour site visit. Therefore, it will be to the County's advantage to ensure that the construction stakes remain undisturbed if at all possible.

On projects such as this, we do ask that the County provide all the necessary support to assist W&A in the performance of the services outlined above. We respectfully ask that the County to:

- Provide timely overall policy direction for project.
- Provide legal services incidental to or necessary for acquisition of rights-of-way and exercise of eminent domain.
- Inform Consultant and assist Consultant with any unusual site conditions.
- Obtain easements and/or rights-of-way necessary for design and construction of the project.

Mr. Alan Thomas  
August 1, 2022

Again, I personally appreciate the opportunity to provide consulting engineering services to the Decatur County Board of Commissioners. Please do not hesitate to contact me if you have any questions or need additional information concerning our proposal. I will be glad to meet with you to discuss any questions or comments that you may have as part of this proposal.

Sincerely,

Proposal Acceptance *Pete Stephens, Chairman*

WATKINS & ASSOCIATES, LLC

~~Mr. Alan Thomas~~

*Stacy Watkins, P.E.*

*Pete Stephens*

Stacy Watkins, P.E.

Decatur County, Dated: *8/9/2022*



**NEW BUSINESS**

**Consider Approval of Engineering and Surveying Services – Watkins and Associates.**

Chairman Stephens recognized County Administrator Thomas who stated a copy of the proposal was included in their packets for Watkins and Associates to provide engineering and surveying services to construct Rich Road, which is a TSPLOST approved project. County Administrator Thomas stated the total cost will be \$63,012 and recommends approval to the Board.

Commissioner Davis made a motion to approve the proposal, a copy of which is attached.

Commissioner Brock seconded the motion, a vote was taken and unanimously approved.

**Consider Bid for Landfill Dozer.** Chairman Stephens recognized County Administrator Thomas who stated the current dozer will be eligible for trade-in on a 5 year buy-back plan in February 2023 and due to the anticipation of a delay in the delivery of the new dozer bid requests for a dozer at the Landfill were advertised and provided to various vendors upon the arrival of the trade-in date. County Administrator Thomas stated Flint Equipment was the low bidder for a 2022 John Deere 850L dozer, with the total purchase cost of \$445,000 and the total overall cost with the old dozer being traded in after the 5 years is \$240,000. County Administrator Thomas stated the anticipated delivery date is April 2023, but there could still be a delay in delivery and recommends approval to the Board. Vice Chairman Brinson made the motion to approve the purchase. Commissioner Davis seconded the motion, a vote was taken and unanimously approved.

**Consider Alcoholic Beverage License (On-Premises) – Hoss’s BBQ, LLC – 1760**

**Tallahassee Hwy – James Adam Mitchell.** Chairman Stephens recognized County Administrator Thomas who stated James Adam Mitchell, owner of Hoss’s BBQ, LLC located at 1760 Tallahassee Hwy has met all the requirements for obtaining an alcoholic beverage license and recommends approval to the Board. Vice Chairman Brinson made the motion to approve the license. Commissioner Davis seconded the motion, a vote was taken and unanimously approved.

**Consider Appointments.** Chairman Stephens stated Jackson Kendrick has agreed to serve another term on the Board of Assessors. Mr. Jackson’s term will begin October 26, 2022 and will end on October 25, 2025. Commissioner Davis made the motion to approve the appointment. Commissioner Brock seconded the motion, a vote was taken and unanimously approved.

Chairman Stephens stated that the following board members, Lauren Turner, Sandra Brown, and Theodora Rogers have been contacted and have agreed to serve another term on the Decatur County Board of Family & Children Services. The term began July 1, 2022 and will end on June 30, 2027. Commissioner Anderson made the motion to approve the appointments. Commissioner Brock seconded the motion, a vote was taken and unanimously approved.

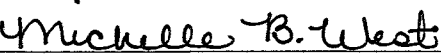
**COMMISSIONERS/ADMINISTRATOR’S REMARKS**

The Commissioners thanked everyone for coming to the meeting.

**ADJOURN**

There being no further business, the meeting, on motion by Commissioner Brock was duly adjourned. Commissioner Davis seconded the motion, a vote was taken and unanimously approved.

Approved:   
Chairman, Pete Stephens

Attest:   
County Clerk, Michelle B. West

