

## **MINUTES**

### **DECATUR COUNTY BOARD OF COMMISSIONERS**

#### **COMMISSIONERS' BOARDROOM**

**TUESDAY, NOVEMBER 25, 2025**

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

#### **INVOCATION AND THE PLEDGE OF ALLEGIANCE**

Chairman Stephens called the regular meeting to order at 7:00 p.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**

Chairman Stephens requested to amend the agenda and add executive session to discuss personnel and litigation. Commissioner Barber made a motion to approve the agenda, with the amendment. 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 October 28, 2025, as presented. Commissioner Brock seconded the motion; a vote was taken and unanimously approved.

#### **OLD BUSINESS**

There was no Old Business.

#### **NEW BUSINESS**

**Consider Recommendation of Planning Commission.** Chairman Stephens recognized the Director of Community & Economic Development, Steve O'Neil who stated at the last Planning Commission meeting a special use permit 2025-001 was discussed and requires the Board's approval. Director O'Neil stated the special use permit 2025-001 is to convert a previously approved temporary RV park to a permanent RV park at 3011 Dothan Road, Brinson Georgia. Director O'Neil stated the Planning Commission Board voted unanimously to approve the special use permit and recommended approval by the Board. Commissioner Davis made a motion to approve the permit. Commissioner Barber seconded the motion, a vote was taken and unanimously approved.

**Consider Approval of Engineering Services – Landfill.** Chairman Stephens recognized County Administrator Thomas who stated in the Commissioners' packet is a copy of the proposal from Decatur County's landfill engineer, Michael Biers. Mr. Biers is presenting a proposal for professional engineering services to assist Decatur County with the process to submit a surface mining permit application to the Georgia Environmental Protection Division for a proposed offsite borrow area on Decatur County property which lies outside the current ±200-acre permitted landfill boundary for the construction of cells six and seven. County Administrator Thomas stated the cost of the proposal would not exceed \$39,500 and recommended approval by the Board. Commissioner Barber made a motion to approve the services, a copy of which is attached. Vice Chairman Brinson seconded the motion; a vote was taken and unanimously approved.

**Consider Bid Approval – 6” Water Pump for Landfill.** Chairman Stephens recognized County Administrator Thomas who stated requests for sealed bids were advertised and two bids were received. Florida Pumping Solutions was the lowest bidder for a 6” water pump in the amount of \$34,595, County Administrator Thomas recommended approval by the Board. Commissioner Davis made the motion to approve the water pump purchase. Commissioner Anderson seconded the motion; a vote was taken and unanimously approved.

**Consider Employee Incentive.** Chairman Stephens recognized County Administrator Thomas who stated in the past the Board has provided the staff with a performance incentive during this time of year and recommended approval to do so again this year. The pay incentive does not include elected officials and requires an employee to have satisfactorily completed their 90-day probationary period to be eligible. Commissioner Anderson made the motion to pay each full-time employee \$200 and each actively working part-time employee \$100. Commissioner Brock seconded the motion; a vote was taken and unanimously approved.

### **Executive Session – Personnel & Litigation**

Commissioner Brock made the motion to enter into executive session to discuss personnel and litigation. Commissioner Davis seconded the motion; a vote was taken and unanimously approved.

After the executive session, the Commissioners assembled back in the boardroom. Commissioner Davis made the motion to enter back into regular session. Commissioner Brock seconded the motion; a vote was taken and unanimously approved.

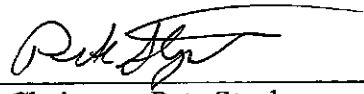
Chairman Stephens stated personnel and litigation was discussed in executive session and no action was taken.


### **COMMISSIONERS/ADMINISTRATOR’S REMARKS**

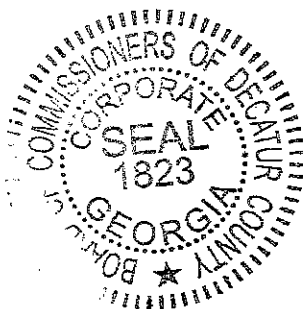
The Commissioners thanked everyone for coming.

### **ADJOURN**

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

Approved:   
Chairman, Pete Stephens

Attest:   
County Clerk, Michelle B. West





November 5, 2025

**SENT VIA E-MAIL to athomas@decaturcountyga.gov (no hard copy sent)**

Mr. Alan Thomas  
Decatur County Board of Commissioners  
P.O. Box 726  
Bainbridge, Georgia 39817

**Subject: Proposal for Professional Engineering Services  
Offsite Borrow Area Surface Mining Permit Application  
Decatur County Solid Waste Facility  
IES Project No. 3510-036-01**

Dear Mr. Thomas:

Innovative Engineering Strategies, LLC (IES) is pleased to present this proposal for professional engineering services to assist Decatur County with the process to submit a surface mining permit application to the Georgia Environmental Protection Division (EPD) for a proposed offsite borrow area on Decatur County property which lies outside the current  $\pm 200$ -acre permitted landfill boundary. Listed below is our current project understanding and assumptions, the proposed scope of services, followed by an anticipated schedule and budget to complete the tasks.

#### **Project Understanding and Assumptions**

Based upon Georgia EPD guidance and rules, Decatur County is required to obtain a surface mining permit for the proposed offsite borrow area on Decatur County property which lies outside the current  $\pm 200$ -acre permitted landfill boundary. If the proposed borrow area lied within the permitted landfill property, no surface mining permit would be required. Because of time and cost restraints and other factors, adding any portion of the adjacent tract to the facility's solid waste handling permit is not recommended at this time.

The contents of this letter consist of a proposal for Innovative Engineering Strategies, LLC (IES) to assist the County in obtaining a Surface Mining Permit from Georgia EPD. This will be for a proposed borrow area directly west of the landfill property boundary. IES estimates as much as 1,000,000 cubic yards of borrow soils are needed to complete construction of MSW Cell Nos. 6-7, close all permitted areas of both the MSW and C&D landfills and operate the facility throughout the life of the facility.

Because more than  $\pm 178$  acres of the  $\pm 364$ -acre adjacent tract east of Swamp Creek are uplands and outside anticipated buffers (25-ft property line buffer, 50-ft wetlands and/or stream buffer), there is adequate space in this adjacent area (above the groundwater table) to provide the volume of soil estimated to construct, operate and close the remainder of the landfill facility.

Prior to commencement of any surface mining operation, a mining operator is required to obtain a permit from EPD (Georgia Rule 391-3-3-.02(1)). The Georgia Surface Mining Act defines surface mining as:

---

"any activity constituting all or part of a process for the removal of minerals, ores, and other solid matter for sale or for processing or for consumption in the regular operation of a business. Tunnels, shafts, borrow pits of less than 1.1 disturbed acres, and dimension stone quarries shall not be considered to be surface mining." [§ 12-4-72(15)]

### **Scope of Work**

#### **Task 1: Initial Site Visit**

IES will visit the site and discuss planning options on the design and reclamation of the proposed borrow area.

#### **Task 2: Obtain EPD-required boundary survey (as necessary)**

IES will assist the County in retaining a surveyor to prepare a boundary survey for only the proposed offsite borrow area, as necessary. This task does not include preparing a boundary survey and the County is responsible for all costs associated with preparing a boundary survey.

#### **Task 3: Prepare Mining Land Use Plan (MLUP)**

IES will prepare the Georgia EPD required Mining Land Use Plan (MLUP) in general accordance with the Georgia EPD guidance document dated September 9, 2020. The initial anticipated plan sheets are as follows and may be subject to change during the design, review and permitting process:

<u>Sheet No.</u>	<u>Sheet Description</u>
-	Title Sheet, Index to Drawings, Legend
1	Boundary Survey and Existing Survey Control
2	Existing Topography
3	Mining Plan
4	Erosion Control Plan
5	Final Reclamation Plan
6	Cross-Sections
7	General Construction Details

#### **Task 4: Prepare engineering calculations**

IES will prepare engineering calculations for sediment pond design as supporting documentation for the SMLUP.

#### **Task 5: Assist the County with submission of surface mining permit application**

IES will assist the County in preparing and reviewing a draft surface mining permit application before submission to Georgia EPD via the Georgia EPD Online System (GEOS). IES will correspond as necessary with Georgia EPD before, during and after permit submission to help ensure a timely and successful review.

Task 1-5 Estimated Budget	\$35,000
Task 1-5 Anticipated Completion	90 days from Notice to Proceed

Task 6: Assist County with obtaining initial coverage under NPDES Permits

IES will assist the County in completing and submitting to Georgia EPD the required Notice of Intent (NOI) on GEOS for a NPDES Industrial Stormwater permit (Task 5A), in addition to preparing the initial Storm Water Pollution Prevention Plan (SWPPP) (Task 5B) required as a part of the NPDES Industrial General Permit GAR05000 (2022 IGP).

Task 5 Estimated Budget	\$4,500
Task 5A Anticipated Completion (NOI portion)	upon Task 5 completion
Task 5B Anticipated Completion (SWPPP portion)	30-180 days from Task 5 completion

Other Assumptions and/or Limitations

Engineering support to IES, LLC by Smith Gardner, Inc. is included in engineering budget. This proposal only assumes one (1) site visit is needed to complete the tasks. Although we do not anticipate this, this proposal does not include the cost to delineate or permit wetlands. This proposal assumes the topographic information prepared by Garland Photogrammetric Services, LLC dated August 8, 2021 on the subject area is sufficient to use in the permitting process. This proposal does not include the cost for significant, unreasonable revisions to the SMLUP per EPD comments from their review process, or ongoing assistance with implementation of the SMLUP following permit issuance.

Conclusion

IES will invoice the County monthly for the work completed plus expenses at our standard hourly rates (see attached schedule) not to exceed \$39,500.00. IES will not exceed this budget unless the scope of work delineated above changes significantly and without written authorization from the County. As previously demonstrated, IES will follow a critical path approach for this project and only utilize resources necessary to accomplish the required tasks and will seek opportunities to minimize costs by combining tasks and site visits from other projects. Enclosed are two (2) copies of our standard proposal acceptance sheet. Please sign both copies, return one (1) copy to our office. This will serve as our notice to proceed.

Should you have any questions, or need any additional information, please contact IES at (478) 365-8609.

Sincerely,  
**INNOVATIVE ENGINEERING STRATEGIES, LLC**



Michael W. Biers, P.E.  
President

## ENGINEERING STANDARD RATES\*

Principal Engineer	\$160/hr
Senior Engineer / Hydrogeologist	\$150/hr
Professional Engineer II / Geologist II	\$140/hr
Professional Engineer I / Geologist I	\$130/hr
Project Engineer II / Geologist II	\$105/hr
Project Engineer I / Geologist I	\$90/hr
Environmental Technician	\$75/hr
Administrative Assistant	\$65/hr
Support Staff	\$55/hr

Expenses	at Cost
Mileage	\$0.73/mile
Subcontracts	Cost + 10%
Per Diem	\$150/night
Copies	\$0.20 (B&W), \$0.60 (color)
Plots	\$1.00-5.50 (based on size)

Rates are subject to change January 1 of each year.

Please Note: Expert testimony, court appearances, depositions, etc. are billed at two times the above hourly rates.

\* Effective: January 1, 2025



Innovative Engineering Strategies, LLC  
CIVIL • ENVIRONMENTAL

P.O. Box 314, Bolingbroke, GA 31004 (478) 365-8609 www.ies-strategies.com

### PROPOSAL ACCEPTANCE SHEET

PROJECT NO. 3510-036-01 DATE August 13, 2024  
PROJECT NAME Offsite Borrow Area Surface Mining Permit Application  
DESCRIPTION See IES letter dated November 5, 2025

#### CLIENT NAME AND ADDRESS (PERSON RESPONSIBLE FOR PAYMENT)

Decatur County Board of Commissioners

P.O. Box 726

Bainbridge, Georgia 39817

Attn: Mr. Alan Thomas

#### PROPERTY OWNER NAME & ADDRESS (IF DIFFERENT THAN CLIENT)

#### PAYMENT TERMS

Net cash upon receipt of invoice. A late payment charge of 18% per annum or the maximum amount allowed by law may be added in the event payment is not made within 30 days of the date of the invoice.

#### INSURANCE

Our company agrees to maintain, subject to normal industry exclusions, statutory workers' compensation coverage, employer's liability, comprehensive general liability insurance coverage, automotive liability insurance coverage, and professional liability coverage, in accordance with the laws of the state applicable to the work performed. Certificates can be issued upon request identifying details and limits of coverage mutually agreed between the parties.

#### PROPOSAL ACCEPTANCE:

The Terms and Conditions of this Proposal, including the Terms of the Agreement are accepted this

25<sup>th</sup> day of November, 2025.

Name of Individual, Firm or Corporation Decatur County Board of Commissioners

Signature *Alan Thomas* Title Chairman

P.O. Number (if applicable) \_\_\_\_\_