



# DADE COUNTY BOARD OF COMMISSIONERS WORKSHOP MEETING

Thursday, January 3, 2019  
6:00 p.m.

Board of Commissioner's Public Meeting Room ~ Suite 259  
Dade County Government Administrative Building  
71 Case Avenue  
Trenton, Georgia 30752

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## MINUTES

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*The Board of Commissioners at a regular meeting held on February 7, 2019 unanimously approved this document. Clerical error or Scrivener's error is an error due to a minor mistake or inadvertence and not one that occurs from judicial reasoning or determination. Typographical errors or the unintentional addition or omission of a word, phrase, or figure in writing or copying something on the record are all examples of clerical or scrivener's error. Such an error made was by mistake and not purposely and will be readily remedied without objection. Any such error(s) made is not binding on the county or any officer.*

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Ratified by Commissioner's: February 7, 2019

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### CALL TO ORDER

Chairperson/County Executive Ted M. Rumley called the meeting to order at 6:00 p.m.

### ROLL CALL COMMISSIONERS

Ted Rumley, Chairperson/County Executive	<b>PRESENT</b>
Robert Goff, Vice Chairman/Commissioner (District 3)	<b>PRESENT</b>
Lamar Lowery, Commissioner (District 1)	<b>PRESENT</b>
Phillip Hartline, Commissioner (District 2)	<b>PRESENT</b>
Allan Bradford, Commissioner (District 4)	<b>PRESENT</b>

### COUNTY STAFF

Robin Rogers, County Attorney	<b>PRESENT</b>
Don Townsend, Clerk to the Board of Commissioners	<b>PRESENT</b>
Rebecca Jones, Deputy Clerk	<b>PRESENT</b>

## **WORKSHOP**

1. Approval of agenda (ADOPTED AS PRESENTED ~ APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

The Chairman called for any changes to the workshop or regular agenda. Hearing none Chairman Rumley called for approval of the agenda by polling each Commissioner whereas the board unanimously agreed to add the proposed agenda to the consent agenda for final approval during the regular meeting.

2. Approval of previous meeting(s) minutes (SPREADED ON THE MINUTES UPON ADOPTION OF THE CONSENT AGENDA)

The Chairman announced the reading from minutes of the December 6, 2018 workshop and regular meetings. The minutes are public record and available for review during normal business hours in the Office of County Clerk located inside the Dade County Commission office in the Administrative building. Chairman Rumley called for approval of the minutes by polling each Commissioner whereas the board unanimously agreed to add all minutes being considered to the consent agenda for final approval during the regular meeting.

3. Review Personnel Status Report (SPREADED ON THE MINUTES UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley called for questions or any changes pertaining to the personnel status report. Hearing none Chairman Rumley called for approval of the personnel status report by polling each Commissioner whereas the board unanimously agreed to add this report to the consent agenda for final approval during the regular meeting.

4. Board Appointments and/or Proclamations (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley announced there were no board appointments or proclamations for approval to consider at this evening's meeting.

5. Approval of SPLOST / Capital Equipment (if any)

a. Purchase and Installation of New Roof on North Dade Volunteer Fire Department – Request for Proposals (INFORMATION ONLY)

Mr. Don Townsend spoke to the Board concerning a request for proposal (RFP) for a new roof on the North Dade Volunteer Fire Department. There were no bids received during the initial bid opening period (November 2018), so the Commission authorized a second bid period that concludes on Monday, January 7, 2019 at 10:00 a.m. Following the opening of requests for proposals we will award a bid at the February 7, 2019 meeting. Mr. Townsend stated if no bids are received then I will rebid a third time and attempt to send information directly to companies encouraging them to return a bid on the project. No other official action was required to be taken.

b. Equipment for Unit #199 & 2018 John Deere XUV835M (UTV) – West Brow Volunteer Fire Department (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

The Board of Commissioners were petitioned to purchase equipment and a 2018 John Deere XUV835M for the West Brow Volunteer Fire Department. The MEDLITE Transport MTD-103 equipment used with the John Deere UTV totals \$7,216.44 awarded to Kimtek Corporation (\$3,850); Mtn. View Emergency Vehicle Services (\$2,198); and Tri Green Equipment (\$1,168.44). Equipment for County unit #199 totaled \$2,406.95 awarded to Mtn. View Emergency Vehicle Services (\$1,215); and Sign-Rite, Inc. (\$1,191.95) respectively. Chairman Rumley called for approval of these SPLOST

expense totaling \$9,623.39 by polling each Commissioner whereas the board unanimously agreed to add this expense to the consent agenda for final approval during the regular meeting.

6. Approval of FY-2018 Financial Statement (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley introduced the County's Certified Public Accounting firm Henderson, Hutcherson and McCullough (HHM) to present the findings from the FY-2018 Financial Statement for period ending June 30, 2018. Mrs. Alicia Juhl, Manager of HHM announced a clean audit with no findings for 2018. She noted CFO Don Townsend has already forwarded a copy of this audit onto the Georgia Department of Audits and Accounts prior to December 31, 2018 as required by law. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of the FY-2018 Financial Statement by polling each Commissioner whereas the board unanimously agreed to add the financial statement to the consent agenda for final approval during the regular meeting. A copy of the FY-2018 Financial Statement is attached to these minutes and made a part of the official record.

7. Acknowledgement only – Dade County Public Health Financial Statement for fiscal year 2018 (INFORMATION ONLY)

Chairman Rumley called on Mr. Don Townsend, CFO to discuss item number seven on the agenda. Mr. Townsend noted it was not required by the governing authority to approve the Health Department's audit, but was included solely for the Commissioners inspection only. The Health Department's financials are considered a component unit of the County's annual financial audit and include therein as presented by Henderson, Hutcherson and McCullough. No official action was required.

8. Resolution (R-01-19): Authorize County Officials signatures on county financial accts. (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-01-19) to authorize county officials' signatures on county financial accounts. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-01-19) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

9. Resolution (R-02-19): Resolution Approving Tax Anticipation Note for Calendar Year 2019 (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-02-19) approving a tax anticipation note from a local financial institution located within the boundaries of Dade County, Georgia. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-02-19) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

10. Resolution (R-03-19): Resolution Designating County Legislative Coordinator for the Association of County Commissioners of Georgia (CLC-ACCG) (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-03-19) to designate Commissioner Robert Goff as the County Legislative Coordinator to represent Dade County, Georgia at the ACCG functions for the upcoming year. Chairman Rumley called

for any questions. Hearing none Chairman Rumley called for approval of resolution (R-03-19) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

11. Resolution (R-04-19) – Memorandum of Understanding – Family Crisis Center (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-04-19) to approve a memorandum of understanding with the Family Crisis Center of Walker, Dade, Catoosa and Chattooga Counties, Inc. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-04-19) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

12. Resolution (R-05-19) – Introduce legislation to amend local act – Water & Sewer Authority Board (TABLED)

Chairman Rumley recommended tabling resolution (R-05-19) to introduce legislation to amend a local act for the Water & Sewer Authority Board until Commissioners' have an opportunity to provide input to County Attorney Robin Rogers. Chairman Rumley called for any questions. There was discussion among the commissioners. The board agreed to table this resolution until a joint meeting could be held between the County Board of Commissioners, the City Board of Commissioners and the Water & Sewer Authority Board scheduled for Tuesday, January 15, 2019 at 6:00 p.m. Presently, no other official action was required to be taken.

13. Windstream Services – Teleview, LLC – Application to Amend a State Franchise (INFORMATION ONLY)

Mr. Don Townsend discussed with the board the application to amend a state franchise presented by Windstream Services. This was for informational purposes only and no poll was taken. Presently, no other official action was required to be taken.

14. DNR-Historic Preservation Division – Certified Local Government Application (INFORMATION ONLY)

Mr. Don Townsend presented the DNR-Historic Preservation Division – Certified Local Government application that was approved at the previous meeting. This was for informational purposes only and no poll was taken. Presently, no other official action was required to be taken.

Chairman Rumley called for any additional business to come before the Commission during the work session, hearing none the Chair recessed the workshop meeting at 6:45 p.m. to prepare for the regular meeting to begin.

Respectfully submitted as recorded,

Attest:

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Don Townsend  
Clerk to the Commission

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Rebecca Jones  
Deputy Clerk



# DADE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING

**Thursday, January 3, 2019**

7:00 p.m. (or following recess from Work Session)

Board of Commissioner's Public Meeting Room ~ Suite 259  
Dade County Government Administrative Building  
71 Case Avenue  
Trenton, Georgia 30752

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## MINUTES

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Ratified by Commissioner's: February 7, 2019

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### **CALL TO ORDER**

Chairperson/County Executive Ted M. Rumley called the meeting to order at 6:57 p.m.

### **ROLL CALL ~ COMMISSIONERS**

Ted Rumley, Chairperson/County Executive	<b>PRESENT</b>
Robert Goff, Vice Chairman/Commissioner (District 3)	<b>PRESENT</b>
Lamar Lowery, Commissioner (District 1)	<b>PRESENT</b>
Phillip Hartline, Commissioner (District 2)	<b>PRESENT</b>
Allan Bradford, Commissioner (District 4)	<b>PRESENT</b>

The Chairman announced a quorum of Commissioners present, and therefore a legal meeting was called to order and in session.

### **COUNTY STAFF**

Robin Rogers, County Attorney	<b>PRESENT</b>
Don Townsend, Clerk to the Board of Commissioners	<b>PRESENT</b>
Rebecca Jones, Deputy Clerk	<b>PRESENT</b>

## **INVOCATION**

Mr. Robert Goff, Vice Chairman/Commissioner

## **PLEDGE OF ALLEGIANCE**

Recited in unison

## **ADMINISTRATIVE REPORTS**

*The following monthly reports are verbally made at each regular monthly commission meeting by each respective Commissioner. Comments made and/or administrative reports are not transcribed nor made a part of this record.*

Commissioner's reports were provided:

- Lamar Lowery reported information regarding the following departments:
  - Animal Control
  - Board of Assessor & Equalization
  - Budget
  - Building and Property
  - Building Maintenance
  - Emergency Services ~ E-911, EMS, EMA
  - Fire Departments – North Dade & Trenton
  - Maintenance Shop
  - Roads – District 1
- Phillip Hartline reported information regarding the following departments:
  - Alcoholic Beverage Control
  - Budget
  - Code Enforcement
  - Extension Agency (UGA Extension/4-H)
  - Fire Departments – Davis & New Home
  - Parks & Recreation
  - Public Transportation
  - Roads – District 2
  - Soil Conservation
- Robert Goff reported information regarding the following departments:
  - Board of Elections
  - Budget
  - Communications & Marketing
  - Financial
  - Fire Departments – South Dade
  - Information Technology (Network)
  - Human Resources
  - Roads – District 3
  - Senior Citizens Center
- Allan Bradford reported information regarding the following departments:
  - Budget
  - Department of Family Children Services
  - Fire Departments – New Salem & West Brow
  - Historic Preservation
  - Public Health
  - Public Library
  - Roads – District 4
  - Sanitation
  - Transfer Station & Recycling Center

## **COUNTY EXECUTIVE'S REPORT**

- Ted Rumley provided a State of County monthly report:
  - Administration
  - Board Appointments
  - Budget
  - City of Trenton liaison
  - Constitutional Officers' liaison
  - Courts & Judicial Administration
  - Department of Juvenile Justice
  - Economic Development
  - Fire Administration & Departments
  - Historic Preservation Commission
  - Legislative Affairs (Georgia General Assembly)
  - Public Works

## **APPEARANCES**

- Mr. Alex Case, Mayor – City of Trenton
- Mrs. Marshana Sharp – Dade County Public Library
- Mrs. Alison Henderson & Ms. Sarah Flowers – UGA Extension Dade County

## **FISCAL REPORTS**

Mr. Don Townsend, Chief Financial Officer verbally reported the financial status of Dade County and filed a monthly financial report with each Commissioner. A copy of this report is attached to these minutes and made a part of the official record.

### Adoption of the Financial Report (Adopted)

**Motion made by:** Commissioner Robert Goff  
**Seconded by:** Commissioner Lamar Lowery  
**Those voting in favor:** 5 – Bradford, Goff, Hartline, Lowery, Rumley  
**Those opposed:** 0 – N/A  
**Decision:** Passed by unanimous vote

## **LEGAL MATTERS**

Mr. Robin Rogers, County Attorney noted no official actions to be reported.

## **UNFINISHED BUSINESS**

There was no unfinished business to discuss or take action upon.

## **NEW BUSINESS**

## **CONSENT AGENDA**

*All matters listed on the Consent Agenda are considered routine by the County Commission and will be enacted by one motion. No separate discussion will take place on these items. If*

*discussion of any Consent Agenda item is desired, the item will be moved to the Regular Meeting Agenda under New Business for separate consideration.*

Adoption of the Consent Agenda

**Motion made by:** Commissioner Robert Goff  
**Seconded by:** Commissioner Phillip Hartline  
**Those voting in favor:** 5 – Bradford, Goff, Hartline, Lowery, Rumley  
**Those opposed:** 0 – N/A  
**Decision:** Passed by unanimous vote

Nomination & Approval of Vice Chairman – Robert Goff

**Motion made by:** Commissioner Allan Bradford  
**Seconded by:** Commissioner Lamar Lowery  
**Those voting in favor:** 5 – Bradford, Goff, Hartline, Lowery, Rumley  
**Those opposed:** 0 – N/A  
**Decision:** Passed by unanimous vote

**CITIZENS' PARTICIPATION**

- Mr. Billy Massengale

**EXECUTIVE SESSION**

No Executive Session was required.

**ADJOURNMENT**

**Motion made by:** Commissioner Allan Bradford  
**Seconded by:** Commissioner Phillip Hartline  
**Those voting in favor:** 5 – Bradford, Goff, Hartline, Lowery, Rumley  
**Those opposed:** 0 – N/A  
**Decision:** Passed by unanimous vote

There being no further business Chairman Rumley gaveled the meeting adjourned at 7:46 p.m.

Respectfully submitted as recorded,                      Attest:

\_\_\_\_\_  
Don Townsend  
Clerk to the Commission

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Rebecca Jones  
Deputy Clerk