



**MINUTES  
JUNE 27, 2017  
5:30 P.M.**

**STEPHENS COUNTY BOARD OF COMMISSIONERS  
HISTORICAL COURTHOUSE COURTROOM**

**PRESENT FOR MEETING:** Chairman Debbie Whitlock, Commissioners Dennis Bell, Dean Scarborough, and Michelle Ivester; County Clerk Beth Rider; County Administrator Phyllis Ayers; County Attorney Brian Ranck

**1<sup>ST</sup> PUBLIC HEARING FOR CONSIDERATION OF NEW  
ALCOHOL LICENSE FOR NUR SHOIM, ROYAL FOOD STORE #28**

County Attorney Brian Ranck opened the public hearing for anyone wishing to speak in favor of the alcohol license; no one spoke in favor. Mr. Ranck opened the floor for anyone wishing to speak in opposition of the alcohol license; no one spoke in opposition. Mr. Ranck closed the public hearing.

**1<sup>ST</sup> PUBLIC HEARING FOR AMENDING  
PERSONAL WIRELESS SERVICE FACILITY ORDINANCE**

Mr. Ranck opened the public hearing for anyone wishing to speak in favor of the Personal Wireless Service Facility Ordinance.

Mr. John Smith stated Ms. Ayers sent him a copy of the ordinance back in February and we have been talking and those same changes, we are obviously in favor of them. This is going to bring Stephens County much more in compliance with the counties around us with regard to the type of services we are providing. It is absolutely necessary we are going to expand our services in Stephens County; one thing Mr. Smith stated he has communicated with Phyllis, she had sent a response back to him and he wanted to make sure that we were all perfectly clear on the determination of need under 75.55. Ms. Ayers stated just a letter from them would be all that would be needed and want to make sure everyone is in agreement with that and if that is the case we hope you move forward with this. Attorney Brian Ranck stated that would be handled on staff level as long as there is a policy and procedure in place. Mr. Ranck stated he and Phyllis had looked at it together and it seemed like the right approach, that was the agreement we came to and do not think it is an issue at all. No one else spoke in favor or opposition, Mr. Ranck closed the public hearing.

**2<sup>ND</sup> PUBLIC HEARING ON FY 2018 BUDGET**

Ms. Ayers opened the public hearing stating this is the second public hearing, since the first public hearing we have made no formal changes to any of the numbers or documents. We have verbally discussed making changes and Ms. Ayers stated she and the Chairman have talked and the best thing to do is to adopt the document as is and amend it as the year goes on. If we want to look at adding another request that was not

granted or reallocation of any funds and we will see that as we go through Juvenile Court today. Ms. Ayers opened the public hearing for anyone in favor or opposition; no one spoke in favor or opposition. Chairman Whitlock stated she would like a show of hands for those in the audience in favor of the budget (a lot of hands went up); and a show of hands for anyone against the budget, Chairman Whitlock stated no one raised their hand. Chairman Whitlock stated the majority of the hands for the budget was employees of

Pg. 2  
Commissioners Meeting  
June 27, 2017

Stephens County and the proposed budget we tried to alleviate some of the burden they have been handed down year after year. Most of the increases has been in insurance and the employees having to pay and it's had a severe impact on them. The ones that didn't raise your hands Chairman Whitlock stated she hopes that you are ambivalent about the process and think that it doesn't matter because it does. Chairman Whitlock stated we have put a lot of time in this trying to look at the bigger picture and looking at the needs of the employees who work for us; also, looking at our programs and our departments trying to cut back where we could in hopes that it is the right thing to do. Ms. Ayers closed the public hearing.

## REGULAR MEETING

Chairman Whitlock called the regular meeting to order at 6:07 p.m. and welcomed those present. Mr. Teasley gave the invocation and led the Pledge of Allegiance

### I. APPROVE AGENDA

A motion was made by Commissioner Ivester, seconded by Commissioner Scarborough to approve agenda with one change to remove item #11 which read: BOARD TO CONSIDER MOTION TO APPROVE THE AGREEMENT BETWEEN SUMMIT FOOD SERVICES (PREVIOUSLY VALLEY SERVICES, INC.) AND STEPHENS COUNTY JAIL/STEPHENS COUNTY GEORGIA FOR FOOD SERVICES. **Motion carried unanimously.**

### II. APPROVE MINUTES

#### 1. JUNE 13, 2017 – BUDGET PUBLIC HEARING - WORK SESSION & REGULAR MEETING

A motion was made by Commissioner Ivester, seconded by Commissioner Scarborough to approve minutes as presented. **Motion carried unanimously.**

### III. OLD BUSINESS

### IV. NEW BUSINESS

#### 1. BOARD TO CONSIDER MOTION TO ADOPT FY 2018 BUDGET AND BUDGET RESOLUTION AND AUTHORIZE CHAIRMAN TO SIGN RESOLUTION

A motion was made by Commissioner Ivester, seconded by Commissioner Bell to adopt FY 2018 budget and budget resolution and authorize Chairman to sign resolution. **Motion carried 3-1; Commissioner Scarborough opposed.**

Commissioner Ivester thanked all employees for their hard work and for sticking it out with us through the cuts, ya'll deserve this.

Chairman Bell stated he would like to thank the employees for all their hard and for the great job they are doing, this has been on your backs for many years and hope we can continue to help. Commissioner Scarborough stated he was opposed of the budget because in one year we are using \$746,000 of fund balance plus a mill increase. Commissioner Scarborough stated he thinks we are biting off a lot with the new positions and wish we could go through them and take some out and include some. Commissioner Scarborough stated he is in favor of the raises but cannot support the entire budget and thinks we will be right back in the same situation with a millage increase next year. Chairman Whitlock stated she is in favor of the budget and this has been very difficult. Chairman Whitlock stated she has spent a lot of time on the budget and has spoken extensively with Ms. Ivester,

Pg. 3  
Commissioners Meeting  
June 27, 2017

Mr. Bell, and Mr. Scarborough; the department heads and constitutional officers trying to find a solution when revenues are down and employees need help right now. Chairman Whitlock stated after looking at the bigger picture, she believes we have to do something for employees. Chairman Whitlock stated she believes the many programs we have and the support they receive they are good for our community and citizens; they provide great services. Our seniors, our youth, and all our citizens; the library, our Senior Center, Recreation Department, Development Authority, Humane Shelter; Chairman Whitlock stated personally she is not trying to terminate any of these programs or services. Chairman Whitlock stated she believes these programs will survive and function well with the cuts in the proposed budget; we still have to have money in fund balance and have to be prepared, that is where the 1.5 millage rate increase comes in. Chairman Whitlock stated she would like to add that she has spoken with Ms. Ayers and Dene Hicks and with the school board coming down one mill it will only be a .5% increase. Chairman Whitlock stated someone with a \$300,000 house will pay \$60 a year. Commissioner Ivester stated for a \$100,000 house it will only be \$1.66 a month, that burden is not as bad as it sounds. Chairman Whitlock stated this is difficult for her to increase the millage rate. She was tasked and took an oath to do the best for this county and based on her decision and what she thinks is best for the county and everybody. We have some good facilities; we have the best Senior Center around, Recreation Department and Library, our Humane Shelter is one of the best around. We all want these but are living above our means and maybe those would be better in Gwinnett County where people in those communities are better off to pay for their services than we are. You have special interest groups and it becomes difficult trying to make these decisions. Chairman Whitlock stated she has never meant to intentionally harm anybody, any specific group or program. The decision is based on what she believes is best and hope that she is doing the right thing and that is the best that she can do and she does it with her whole heart because she loves everyone and this community. Chairman Whitlock stated each Commissioner feels the same way and each Commissioner votes what their beliefs are and with the citizens in mind. Thank you.

2. BOARD TO CONSIDER MOTION TO ACCEPT AND AUTHORIZE CHAIRMAN TO SIGN THE FISCAL YEAR 2018 LOCAL STATEMENT OF SERVICE AND MAINTENANCE COSTS IN LIEU OF RENT IN PUBLIC BUILDINGS FOR STEPHENS COUNTY DEPARTMENT OF FAMILY AND CHILDREN SERVICES

A motion was made by Commissioner Scarborough, seconded by Commissioner Ivester to accept and authorize Chairman to sign Fiscal Year 2018 Local Statement of Service and Maintenance Costs for Stephens County DFACS. **Motion carried unanimously.**

3. BOARD TO CONSIDER MOTION TO ENTER INTO A FIRE PROTECTION SERVICES AGREEMENT WITH BANKS COUNTY FOR TATES CREEK FIRE DEPARTMENT AND AUTHORIZE CHAIRMAN TO SIGN AGREEMENT

A motion was made by Commissioner Ivester, seconded by Commissioner Scarborough to enter into agreement with Banks County. **Motion carried unanimously.**

4. BOARD TO CONSIDER MOTION TO ENTER INTO INFORMATION TECHNOLOGY CONSULTING SERVICES AGREEMENT WITH QUICK TECHNOLOGIES AND AUTHORIZE CHAIRMAN TO SIGN AGREEMENT

A motion was made by Commissioner Scarborough, seconded by Commissioner Ivester to enter into IT consulting with Quick Technologies and authorize Chairman to sign agreement. **Motion carried unanimously.**

Pg. 4  
Commissioners Meeting  
June 27, 2017

5. BOARD TO CONSIDER MOTION TO ENTER INTO AN AGREEMENT WITH CJT SOFTWARE, INC. FOR LICENSE FOR WEB-BASED APPLICATION AND SUPPORT AGREEMENT FOR PROBATE COURT AND AUTHORIZE CHAIRMAN TO SIGN AGREEMENT

Probate Judge Glenda Ernest stated this is something she has needed for years it will keep up with all reports but never asked because of the cost. They have offered this to her at \$200 per month with no other fees. They charge a normal fee of \$3500 per year and \$250 per month.

A motion was made by Commissioner Bell, seconded by Commissioner Scarborough to enter into agreement with CJT Software, Inc. for Probate Court and authorize Chairman to sign agreement. **Motion carried unanimously.**

6. BOARD TO CONSIDER MOTION TO APPLY FOR COPS OFFICE GRANT FOR ONE ENTRY LEVEL FULL TIME OFFICER POSITION AND AUTHORIZE CHAIRMAN TO SIGN APPLICATION

Ms. Ayers stated this is a matching grant it will fund one new officer with a graduating share. The first year the Federal Government does 75% and Local Government 25%; second year Local Government 26%; third year 49%.

Commissioner Ivester stated she wish they had know about the grant before now and if they had known about it at budget time they could have looked at it.

Chief Deputy Andy Myers stated the grant did not open until late May.

Commissioner Ivester asked if this was offered every year and if so they could send it in with their budget requests next year.

A motion was made by Commissioner Bell to apply for the COPS Office Grant; motion died for lack of second.

A motion was made by Commissioner Ivester, seconded by Commissioner Scarborough to deny COPS Office Grant. **Motion carried 3-1; Commissioner Bell opposed.**

7. BOARD TO CONSIDER MOTION TO APPROVE FY 2017 BUDGET AMENDMENT FOR TAX COMMISSIONER AND DISTRICT ATTORNEY AND AUTHORIZE CHAIRMAN TO SIGN RESOLUTION

A motion was made by Commissioner Scarborough, seconded by Commissioner Ivester to approve FY 2017 budget amendments and authorize Chairman to sign resolution. **Motion carried unanimously.**

8. BOARD TO CONSIDER MOTION TO ENTER INTO AGREEMENT WITH WRIGHT MITCHELL & ASSOCIATES/ARCHITECTS FOR PROPOSED COUNTY OFFICES AND AUTHORIZE ADMINISTRATOR TO GIVE THE NOTICE TO PROCEED

A motion was made by Commissioner Scarborough, seconded by Commissioner Ivester to postpone. **Motion carried unanimously.**

9. BOARD TO CONSIDER RE-APPOINTMENT OF CONNIE TABOR TO THE GEORGIA MOUNTAIN REGIONAL COMMISSION AS A PRIVATE SECTOR REPRESENTATIVE

A motion was made by Commissioner Bell, seconded by Commissioner Ivester to approve re-appointment of Connie Tabor. **Motion carried unanimously.**

Pg. 5  
Commissioners Meeting  
June 27, 2017

10. BOARD TO CONSIDER MOTION TO ACCEPT THE FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT FOR PAYMENT OF EXPENSES ASSOCIATED WITH THE MOUNTAIN JUDICIAL CIRCUIT BETWEEN HABERSHAM COUNTY, RABUN COUNTY AND STEPHENS COUNTY AND AUTHORIZE CHAIRMAN TO SIGN AGREEMENT

Ms. Ayers stated in 2009 we created the first formal agreement and in your agenda as exhibit B we had Juvenile Court set up that Habersham and Stephens County would share a Juvenile Court Clerk office located in Habersham County; Rabun County did not want to participate in the office. Ms. Ayers stated during Habersham and Stephens County's budget season, Ms. Ayers was contacted that Habersham County was interested in dissolving the shared Juvenile Court Clerk position and move it back to each local county; Habersham Clerk of Court would handle their cases and Stephens County Clerk of Court Tim Quick would handle our cases. Ms. Ayers stated Habersham County had their meeting last night, they did not vote unanimously to defund the position. It was 3- 2 vote to continue to fund the shared position. We have had conversation because it is beneficial to us financially to have our records locally. Ms. Ayers stated to actually enter this agreement contractually will become a legal issue and stated she is turning it over to our attorney.

Mr. Brian Ranck stated since Habersham did not enter into this amendment you don't have both parties in agreement; they have made their decision to not enter into it and think that drives your decision not to approve it, this would be a denial based on contractual grievances.

A motion was made by Commissioner Ivester, seconded by Commissioner Scarborough to deny. **Motion carried unanimously.**

**I. INVOICES OVER \$5,000**

1. C.W. MATTHEWS - \$47,789.26
2. C.W. MATTHEWS - \$42,294.52

A motion was made by Commissioner Scarborough, seconded by Commissioner Ivester to pay the invoices. **Motion carried unanimously.**

## II. MATTERS FROM DEPARTMENTS

1. ADMINISTRATOR/FINANCE REPORT
2. DEPARTMENT REPORT
3. COMMISSIONERS REPORT

Commissioner Bell reminded everyone about the fireworks on Thursday night at 9:20 p.m. sponsored by 1<sup>st</sup> Franklin Financial and Mega Motor Sports

Commissioner Scarborough stated he attended the Legislative Rural Development Council, Leon Osborne from Osborne Wood Products and Barry Roberts from ASI made presentations and they both did a great job. You could not have gone anywhere in the state and heard better presentations anywhere. All the Legislators thought they did a great job and they represented Stephens County well. Chairman Whitlock thanked them both for bringing forth the issues in Stephens County.

## III. MATTERS FROM CITIZENS – TIME LIMIT OF THREE (3) MINUTES

Pg. 6  
Commissioners Meeting  
June 27, 2017

## IV. EXECUTIVE SESSION – PERSONNEL

A motion was made by Commissioner Ivester, seconded by Commissioner Scarborough to enter into executive session for Personnel at 6:26 p.m. **Motion carried unanimously.**

A motion was made by Commissioner Scarborough, seconded by Commissioner Bell to reconvene regular meeting at 7:11 p.m. **Motion carried unanimously.**

## V. ADJOURNMENT

A motion was made by Commissioner Scarborough, seconded by Commissioner Ivester to adjourn regular meeting. **Motion carried unanimously.**

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Debbie Whitlock, Chairman

Attest:

\_\_\_\_\_  
Beth Rider, County Clerk