



Coweta County Board of Commissioners

Public Hearing/Regular Session

22 E Broad Street
Newnan, GA 30263
www.coweta.ga.us

Shannon Zerangue
770.254.2601

Tuesday, February 9, 2021

6:00 PM

Commission Chambers

~ Minutes ~

COWETA COUNTY BOARD OF COMMISSIONERS

Call to Order

Attendee Name	Title	Status	Arrived
Bob Blackburn	District 3 - Chairman	Present	
Tim Lassetter	District 2 - Vice Chairman	Present	
Paul Poole	District 1	Present	
John Reidelbach	District 4	Present	
Al Smith	District 5	Present	
Michael Fouts	County Administrator	Present	
Eddie Whitlock	Associate Administrator	Absent	
Kelly Mickle	Assistant Administrator	Present	
Jerry Ann Conner	Assistant County Attorney	Present	
Shannon Zerangue	County Clerk	Present	

The Honorable Board of Commissioners of Coweta County, Georgia met in Public Hearing/Regular Meeting Session on Tuesday, February 9, 2021.

Meeting Called to Order

Chairman Blackburn called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Chairman Blackburn led the Pledge of Allegiance.

Invocation

Invocation was given by Commissioner Smith.

Notification of Location of Rules

Chairman Blackburn indicated the location of the rules governing the meeting.

REGULAR SESSION

Motion To: Amend the Agenda

The Board voted to amend the agenda to remove item # 6 *Request to Set a Public Hearing on March 23, 2021 Regarding Petition # 001-21 Filed by Deborah Levich Requesting to Rezone Property Located at 72 East Cole Street, Newnan (Parcel #087C-086)* as requested by the applicant, and to remove agenda item # 15 *Bid Award Associated with Enforcement of Ordinance Regulating Rank Plant Growth and Trash Accumulation for Property Located at 843 Turkey Creek Road, Newnan (Parcel # 087-2028-018)* as requested by staff.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Paul Poole, District 1
SECONDER: Tim Lassetter, District 2 - Vice Chairman
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

APPROVAL OF MINUTES

1. **Minutes of Thursday, January 21, 2021**

The Board voted to approve the minutes from the Public Hearing/Regular Meeting Session held on January 21, 2021.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Tim Lassetter, District 2 - Vice Chairman
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

CONSENT AGENDA

2. 8022 Confirm Execution of an Amendment to the Employee Matching Plan Administrative Services Agreement

The Board voted to confirm execution of an amendment to the Administrative Services Agreement with BB&T for the Employee Matching Plan to include maintenance of beneficiary records by BB&T and to authorize the County Administrator to execute any related documents.

RESULT: **CONFIRMED [UNANIMOUS]**
MOVER: Tim Lassetter, District 2 - Vice Chairman
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

SUPPLEMENTAL AND NON-AGENDA ITEMS

Supplemental Agenda

There were no Non-Agenda or Supplemental items to be added to the agenda for discussion.

PUBLIC HEARING (The Chairman will Call for Any Comments Regarding the Following Items After Each Item is Presented)

3. 8000 First Public Hearing Regarding the Comprehensive Plan Updates

County Planner Jenny Runions explained that the purpose of this public hearing is to announce the public engagement schedule and inform everyone about how to participate in the comprehensive planning process. In the upcoming weeks and months, public meetings will be facilitated by staff for the Comprehensive Plan (CP) as well as the Comprehensive Transportation Plan (CTP). These meetings will include a Public Information Open House (PIOH), Community Focused meetings in each Commission district, and Element Focus Group meetings. Because of safety precautions associated with the COVID-19 pandemic, all the meetings will be held virtually; however, there will also be an in-person option offered. All citizens of Coweta County are encouraged to participate and if they plan to attend in-person, staff is asking that they call ahead to register because there will be limited seating available. Information regarding both plans, including upcoming meetings, can be obtained online at www.cowetaplans.com. After a meeting has been recorded, it

will also be posted to this site for anyone who might have been unable to attend. The Public Information Open House will be conducted on Thursday, February 11, 2021 in the Commission Chambers at 6:00 p.m. and content will include an overview of the comprehensive planning process along with the elements staff will be researching. Transportation focused meetings will also be held in each Commission district, so these meetings will serve the Comprehensive Plan and the Comprehensive Transportation Plan. In closing, she provided information regarding three (3) planned meetings that will focus solely on the Comprehensive Plan.

During her presentation, Ms. Runions and Administrator Fouts fielded questions from the Board regarding the platform for the meetings (virtual and in-person), capacity, interactivity, and means for public notifications.

Chairman Blackburn called for any comments in opposition to or in support of the Comprehensive Plan Update. There were none.

The Board voted to close the Public Hearing regarding the Comprehensive Plan Update.

RESULT:	PUBLIC HEARING CLOSED [UNANIMOUS]
MOVER:	Al Smith, District 5
SECONDER:	Paul Poole, District 1
AYES:	Blackburn, Lassetter, Poole, Reidelbach, Smith

REGULAR SESSION

PUBLIC COMMENT (Items on the Agenda)

Public Comments Regarding Items On the Agenda

Chairman Blackburn called for comments regarding any items on the agenda. There were none.

Recommendations from Community Development and/or the Board of Zoning Appeals

4. 7990 Recommend Approval of Petition # ZA 060-20 Filed by Lee Rex Requesting a Conditional Use Permit for Property Located at 549 Wynn Road, Newnan

Zoning Coordinator Lisa Eschman presented Petition # ZA 060-20 filed by Lee Rex requesting a Conditional Use Permit (CUP) for property located at 549 Wynn Road, Newnan (Parcel # 016-3136-018) along with a recommendation of approval from the Board of Zoning Appeals. She explained that the applicant wishes to place a private family cemetery on one acre of the property (5.16± acres) which will be located within the side yard along the southern property line.

The Board voted to grant a Conditional Use Permit (CUP) as requested in Petition # ZA 060-20 filed by Lee Rex for property located at 549 Wynn Road, Newnan (Parcel # 016-3136-018), subject to the following conditions:

1. The cemetery shall not exceed the cemetery boundary as noted on the site plan.
2. The cemetery shall have the four (4) corners of the cemetery boundary marked with permanent stakes to ensure protection of the site.
3. The cemetery boundary depicted on a survey by Turner & Associates Land Surveyors, P.C. #2795, Jason D. Turner, dated 11/24/2020, Drawing # 2020066, Disk # 2020 shall be filed with the Clerk of Superior Court's Office.

4. The use of the cemetery shall be for family members only and not open as a public cemetery.
5. All interments shall include a public safety representative and funeral home staff to ensure safe usage of Wynn Road during services.

RESULT: GRANTED [UNANIMOUS]
MOVER: Tim Lassetter, District 2 - Vice Chairman
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

5. 8028 Request Acceptance of Roadways and a Deed of Open Space Restriction Associated with Poplar Village, Phase 1B-2 (fka Poplar Preserve) - 2nd District

The Board voted to execute a Corrective Deed of Open Space Restriction for Phase 1B-1 that reflects a name change from Poplar Preserve to Poplar Village, to execute a Deed of Open Space Restriction associated with 4.93± acres located in Poplar Village Subdivision, Phase 1B-2, to accept Poplar Village Avenue (143 LF) [roadway extended], Bur Oak Bend (1,199 LF) [roadway extended], Hillcrest Overlook (274 LF) and associated drainage structures and rights-of-way into the Coweta County Public Roads System, and to place the constructed improvements into a three (3) year maintenance period.

RESULT: EXECUTED [4 TO 0]
MOVER: Tim Lassetter, District 2 - Vice Chairman
SECONDER: Paul Poole, District 1
AYES: Tim Lassetter, Paul Poole, John Reidelbach, Al Smith
ABSTAIN: Bob Blackburn

6. 8006 Request to Set a Public Hearing on March 23, 2021 Regarding Petition # 001-21 Filed by Deborah Levich Requesting to Rezone Property Located at 72 East Cole Street, Newnan - WITHDRAWN BY APPLICANT

Chairman Blackburn explained that the Board voted to amend the agenda earlier in the meeting to remove item # 6 *Request to Set a Public Hearing on March 23, 2021 Regarding Petition # 001-21 Filed by Deborah Levich Requesting to Rezone Property Located at 72 East Cole Street, Newnan (Parcel #087C-086)* as formally requested by the applicant

RESULT: REMOVED FROM AGENDA

7. 8007 Request to Set a Public Hearing on March 23, 2021 Regarding Petition # 002-21 Filed by Elegante Surfaces Requesting to Rezone/Review Conditions (# 8) Associated with Property Located at 5 East Gordon Road, Newnan

The Board voted to set a Public Hearing on March 23, 2021 at 6:00 p.m. regarding Petition # 002-21 filed by Elegante Surfaces requesting to rezone and review conditions for property located at 5 East Gordon Road, Newnan (Parcels # 075A-030, 075A-031, 075A-032, 075A-035, 075A-044, 075A-045, and 087C-086).

RESULT: PUBLIC HEARING SET [UNANIMOUS] Next: 3/23/2021 6:00 PM
MOVER: Tim Lassetter, District 2 - Vice Chairman
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

8. 8035 Request to Set a Public Hearing on March 23, 2021 Regarding Petition # 003-21 Filed by Arbor Springs Plaza Requesting to Rezone/Review Conditions (Tract 6) Associated with Property Located at the Northwest Corner of US Hwy 29 and Arbor Springs Parkway, Newnan

The Board voted to set a Public Hearing on March 23, 2021 at 6:00 p.m. regarding Petition # 003-21 filed by Arbor Springs Plaza requesting to rezone and review conditions associated with property (Tract 6) located at the Northwest Corner of US Hwy 29 and Arbor Springs Parkway, Newnan (Parcel # 107-6011-006).

RESULT: PUBLIC HEARING SET [UNANIMOUS] Next: 3/23/2021 6:00 PM
MOVER: Al Smith, District 5
SECONDER: Tim Lassetter, District 2 - Vice Chairman
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

UNFINISHED BUSINESS

9. 8014 Appointment by Chairman for 2021

No action was taken by the Board regarding an appointment by the Chairman to the TCC Committee of the ARC for 2021.

RESULT: NO ACTION TAKEN

10. 8015 Request Appointments to Various Boards/Authorities

The Board voted to reappoint Ms. Renee Rich as the 4th District representative to the Coweta County Library System Board of Trustees for the term beginning January 1, 2021 and expiring December 31, 2023.

RESULT: APPROVED [UNANIMOUS]
MOVER: John Reidelbach, District 4
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

11. 8004 Request Approval/Execution of an Amendment to Chapter 74. Traffic and Vehicles, Article III. No Parking Zones. Section 74-56 of the Coweta County Code of Ordinances to Update the No Parking Zone on Bridgeport Boulevard - 2nd District

The Board voted to execute an amendment to *Chapter 74. Traffic and Vehicles, Article III. No Parking Zones. Section 74-56. Established of the Coweta County Code of Ordinances* to update the roadway number associated with the "No Parking" zone on Bridgeport Boulevard.

RESULT: EXECUTED [UNANIMOUS]
MOVER: Al Smith, District 5
SECONDER: John Reidelbach, District 4
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

NEW BUSINESS

Bids and Contracts

12. 8024 Request Approval/Execution of the First Addendum to the Governmental Probation Services Agreement Between the Adult Probation Department and State Court

Administrator Fouts explained that the Chief Probation Officer, in conjunction with the Chief Judge of State Court, wishes to change the monthly probation fee to \$40.00 which would be assessed on all active cases.

The Board voted to execute the First Addendum to the Governmental Probation Services Agreement with State Court associated with fees for supervision, effective April 1, 2021.

RESULT: EXECUTED [UNANIMOUS]
MOVER: Tim Lassetter, District 2 - Vice Chairman
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

13. 8025 Request Approval/Execution of the First Addendum to the Governmental Probation Services Agreement Between the Adult Probation Department and Superior Court

Administrator Fouts explained that the Chief Probation Officer, in conjunction with the Superior Court Circuit Judges, wishes to change the monthly probation fee to \$40.00 which would be assessed on all active cases.

The Board voted to execute the First Addendum to the Governmental Probation Services Agreement with Superior Court associated with fees for supervision, effective April 1, 2021.

RESULT: EXECUTED [UNANIMOUS]
MOVER: Tim Lassetter, District 2 - Vice Chairman
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

14. 8023 Bid Award Associated with EMS Billing Services

Administrator Fouts explained that staff recently issued a Request for Proposal (RFP) for EMS billing services. The current contract has been in place since 2015. Staff received eight (8) proposals. Each proposal was evaluated and scored based upon the billing percentage, overall financial strength, quality of the submission, and size and experience. References were also taken into consideration. Based upon this evaluation of the proposals, staff requests that the Board award the bid to Digitech Computer, LLC and approve the related contract at a billing percentage of 3.75% with an effective date of April 1, 2021. In conclusion, he explained that this will result in a reduction in billing percentage from a range of 4.25%-4.75% to 3.75%.

The Board voted to retain Digitech Computer, LLC to provide EMS billing services and to execute the related contract, contingent upon final legal review.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Al Smith, District 5
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

15. 8017 Bid Award Associated with Enforcement of Ordinance Regulating Rank Plant Growth and Trash Accumulation for Property Located at 843 Turkey Creek Road, Newnan - 2nd District - WITHDRAWN BY STAFF

Chairman Blackburn explained that the Board voted to amend the agenda earlier in the meeting to remove item # 15 *Bid Award Associated with Enforcement of Ordinance Regulating Rank Plant Growth and Trash Accumulation for Property Located at 843 Turkey Creek Road, Newnan (Parcel # 087-2028-018)* as requested by staff.

RESULT: **WITHDRAWN**

16. 8026 Bid Award Associated with Enforcement of Ordinance Regulating Rank Plant Growth and Trash Accumulation for Property Located at 55 Kensington Court, Sharpsburg - 4th District

The Board voted to retain TWR Lawn Service, Inc to perform cleanup of property located at 55 Kensington Court, Sharpsburg (Parcel # 132-6120-094) at a total cost of \$400.00 and to place a lien on said property, should it become necessary, to recoup associated costs for said services.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Al Smith, District 5
SECONDER: John Reidelbach, District 4
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

Additional Action Items

17. 8009 Request Approval of a One-Time Salary Supplement for FY2021

Administrator Fouts explained that because of the uncertainty surrounding the ongoing pandemic, the approved FY2021 budget did not include performance-based employee merit increases as defined in the Employee Handbook. In lieu of the merit increases for FY2021, staff recommends that the Board approve a one-time salary supplement. As proposed, the supplement would be a budget adjustment (fund balance) of approximately \$850,000. All full-time and part-time employees as well as Elected Officials whose salaries are paid by Coweta County shall receive a salary supplement equal to one (1) week of average base pay, effective October 1, 2020. To be eligible for the supplement, the start date shall be on or before October 1, 2020, and the employee must be active on the date that the supplement is paid. Standard payroll taxes shall apply to this supplement, and if approved it will be processed on March 19, 2021.

The Board voted to approve a one-time salary supplement and related FY2021 budget adjustment for eligible employees and Elected Officials employed on or before October 1, 2020.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Paul Poole, District 1
SECONDER: John Reidelbach, District 4
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

18. 8037 Request Approval to Temporarily Close Johnson Road at SR 54 for a Department of Transportation Project - 1st District

Administrator Fouts explained that the Georgia Department of Transportation (GDOT) has initiated a Quick Response project to make improvements to the alignment of Johnson Road at its intersection with SR 54. Johnson Road currently splits at this intersection to create two (2) separate intersections with SR 54, which makes a near 90 degree turn at this location. GDOT's project will shift the alignment of Johnson Road on its approach to SR 54 and would create a single intersection with SR 54. In order to accomplish the work, the contractor has requested a temporary closure of Johnson Road. The contractor estimates that the duration of the closure will be three (3) weeks, and the proposed date for the start of the closure is February 17, 2021. In conclusion, he explained that a signed detour will be implemented by the contractor to route traffic around the closure and message boards will be placed at least a week prior to the closure to notify motorists who use Johnson Road of the temporary closure.

The Board voted to temporarily close Johnson Road at SR 54 on or about February 17, 2021 for an estimated period of three (3) weeks for an intersection improvement project by the Georgia Department of Transportation (GDOT).

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Paul Poole, District 1
SECONDER: Tim Lassetter, District 2 - Vice Chairman
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

19. 8005 Request Approval/Execution of a Right-of-Entry Associated with Storm Drain Repairs at 435 Mapledale Trail, Sharpsburg- 4th District

The Board voted to execute a Right-of-Entry with Mr. Marion Crooke for the purpose of performing storm drain repairs at 435 Mapledale Trail, Sharpsburg (Parcel # 145A 167).

RESULT: **EXECUTED [UNANIMOUS]**
MOVER: John Reidelbach, District 4
SECONDER: Al Smith, District 5
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

20. 8036 Request Approval for the Chattahoochee Poultry Association to Utilize Hunter Complex

The Board voted to approve a request from the Chattahoochee Valley Poultry Association to utilize the Hunter Complex on February 19 and February 20, 2021 to host its annual Poultry Show and Swap Meet, subject to the parameters set forth by staff regarding the recreation fields.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Paul Poole, District 1
SECONDER: Tim Lassetter, District 2 - Vice Chairman
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

21. 8027 Request to Surplus Equipment Previously Utilized by the Newnan-Coweta County Airport

The Board vote to surplus a non-operational tug (SN: GHTDJ409517794) previously utilized by the Newnan-Coweta County Airport and to allow staff to dispose of such according to current County procedures.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Al Smith, District 5
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

22. 8033 Request to Schedule a Work Session on February 26, 2021 at 9:00 A.M.

The Board voted to schedule a Work Session on February 26, 2021 from 9:00 a.m. until 3:00 p.m.

RESULT: **MEETING SET/COMPLETE [UNANIMOUS]**
MOVER: Al Smith, District 5
SECONDER: John Reidelbach, District 4
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

PUBLIC COMMENT (Items Not on the Agenda)

Public Comments Regarding Items Not on the Agenda

Chairman Blackburn called for comments regarding any items not on the agenda. There were none.

EXECUTIVE SESSION

Motion To: **Enter Into Executive Session**

The Board voted to enter into Executive Session for the purposes of discussing personnel and litigation issues.

Members in attendance included Chairman Blackburn, Commissioner Poole, Commissioner Lassetter, Commissioner Reidelbach, and Commissioner Smith. Staff members in attendance included Administrator Fouts, Assistant Administrator Mickle, Assistant Attorney Conner, and County Clerk Zerangue. Community and Human Resources Director Patricia Palmer was also in attendance.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Al Smith, District 5
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

REGULAR SESSION

Motion To: **Return to Regular Session**

The Board discussed personnel and litigation issues during Executive Session and voted to return to Regular Session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Al Smith, District 5
SECONDER: John Reidelbach, District 4
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

AFFIDAVIT

Motion To: **Execute Affidavit and Resolution for Executive**

The Board voted to execute an Affidavit and Resolution for Executive Session.

RESULT: **EXECUTED [UNANIMOUS]**
MOVER: Al Smith, District 5
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

Motion To: **Approve a Personnel Action**

The Board voted to approve a personnel action discussed in Executive Session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: John Reidelbach, District 4
SECONDER: Al Smith, District 5
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith

ADJOURNMENT

Motion To: **Adjourn**

The Board voted to adjourn the meeting.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Al Smith, District 5
SECONDER: Paul Poole, District 1
AYES: Blackburn, Lassetter, Poole, Reidelbach, Smith