

**HEARD COUNTY BOARD OF COMMISSIONERS MEETING  
NOVEMBER 22, 2011 – 6:30 P.M.**

The Heard County Board of Commissioners held a Commissioners Meeting on November 22, 2011, at 6:30 p.m. in the courtroom of the Heard County Courthouse. In attendance at the meeting were Commission Chair June Jackson, District 1 Commissioner Karen Isenhower, District 2 Commissioner Jacob Cammon, District 3 Commissioner Gwen Caldwell, District 4 Commissioner Frank Crook, District 5 Commissioner Sandi Allen, and County Attorney Jerry Ann Conner. Commission Chair Jackson called the meeting to order and welcomed everyone present. Commissioner Allen gave the invocation.

**Agenda Item # 3 – Approval of Minutes** – On motion (Allen) and second (Cammon), the Board unanimously voted to approve the minutes from October 25, 2011 with changes.

**Agenda Item # 4 – Amend Agenda** – Commissioner Isenhower asked for two amendments to Old Business; 1) to add “c” – Discuss Public Comments” She stated she would like to request that a public comment section be added at the end of each meeting; 2) to add “d” – Discuss Board policy regarding the County Attorney policy. On motion (Isenhower) and second (Cammon), these motions failed on a vote of 3 to 2.

Commissioner Isenhower and Commissioner Cammon voted for the motions.

Commissioner Crook, Commissioner Caldwell and Commissioner Allen voted against the motions. Commissioner Isenhower made a motion to make an amendment to New Business to add “g” – Discuss policy of paying for open records requests. The motion died for a lack of a second.

**Agenda Item # 5 – Public Comments** – Commission Chair Jackson opened public comments and reviewed the public meeting rules and regulations, regarding public comments. There were no public comments.

**Agenda Item # 6 – Old Business – a. Discuss Feasibility Study for Courthouse –**

Commission Chair Jackson stated that at the last meeting the Board agreed to postpone a decision on this until after the SPLOST election on November 8, 2011. She stated since the SPLOST did pass the Board could move forward on this project if they so desired. Commissioner Caldwell asked if the Board would need to take bids on this study. County Attorney, Jerry Ann Conner stated it is not necessary to take bids since this is a professional service. After further discussion, this item was postponed pending Commission Chair Jackson asking for other bids.

**b. Discuss Revisions to Campsites and Camping Ordinance** – County Attorney Jerry

Ann Conner presented the formal ordinance to the Board with revisions to Chapter 30- and Chapter 8 of the Heard County Code of Ordinance regulating the use of temporary living quarters or dwellings and for other purposes. She explained that the ordinance has been updated to allow the permit to be issued for a period no longer than 12 months at one time. It also states that this article shall not be applicable and shall not prohibit campers, cabins, tents or other temporary living quarters or dwelling to be located on a person's permanent place of residence as long as the temporary living quarter or dwelling is not occupied as a permanent residence.

**Agenda Item # 7 – New Business – a. Approve Heard County Personnel**

**Management System Policy** – Commission Chair Jackson asked the Board to approve the new Heard County Personnel Management System Policy (personnel policy) that was

discussed in a Board work session on November 14<sup>th</sup>. She stated the current personnel policy had not been updated since 1999. County Attorney, Jerry Ann Conner explained that after the work session the following changes were made to the policy that was presented at the work session:

Pg. 9 – Section 4 Salary Administration Program – The second paragraph was added and the last sentence at the bottom regarding non-merit increases was added;

Pg. 16 – Para 6.111 – Abuse and Misuse of Equipment and Supplies – The last sentence in this paragraph was added to expound on the definition of abuse and misuse;

Pg. 16 – Para 6.114 – Internet and Email Policy was added;

Pg. 25 – Section 9 Employee Benefits – Para 9.101 – Holidays – One additional day for Christmas was added.

She also stated there were other changes and policies that were going to be brought back to the Board for their approval to be added to this policy. Commissioner Caldwell asked if changes and additions can be added at any time as needed. County Attorney, Conner stated, yes, at any time the policy can be updated and additions can be made to the policy. After further discussion, the Board voted 4 to 1 to approve this new policy.

Commissioner Cammon, Commissioner Caldwell, Commissioner Crook and Commissioner Allen voted to approve the policy. Commissioner Isenhower voted against the policy.

**b. Discuss Appointment to Department of Family & Children Services (DFCS)**

**Board** – Commission Chair Jackson stated that due to the recent death of Board Member Dr. Leona Raughton, there is a vacancy on the DFCS Board. Commissioner Crook

recommended replacing Dr. Leona Raughton with Mrs. Betty Lee. On motion (Crook) and second (Caldwell), the Board unanimously approved this recommendation.

**c. Discuss Christmas Hams** – Commission Chair Jackson presented four bids to the Board on Christmas hams for the employees. The bids were as follows:

- Walker Meats, Carrollton - \$1.69 per lb. – Deliver in a refrigerated truck
- Parmer Grocery, LaGrange - Would buy from Walker Meats at \$1.69 per lb and charge Heard County more.
- Clark Bros., Roanoke, AL - Has no truck and did not call back.
- Glover Foods, Columbus - \$1.62 per lb. – has no refrigerated truck; would deliver to us and we would have to rent a truck.

Commission Chair Jackson also suggested giving a Piggly Wiggly gift card to the employees in lieu of the hams. Commissioner Isenhower stated that she felt the County should donate the hams to needy families since all the County employees were employed and there are so many families in Heard County that are unemployed. Commissioner Crook stated that these hams are given to the employees in appreciation for their hard work each year and he felt that the Board should continue to give the hams to the employees. He stated the employees can then decide if they wish to donate the hams or not. On motion (Crook) and second (Allen), the Board voted 4 to 1 to purchase hams for the County employees. Commissioner Crook, Commissioner Cammon, Commissioner Caldwell and Commissioner Allen voted for the motion. Commissioner Isenhower voted against the motion.

**d. Discuss Rescheduling December Commissioners Meeting** – Commission Chair Jackson asked the Board to reschedule the December meeting from December 27<sup>th</sup> to

December 29<sup>th</sup> due to the Christmas holidays. On motion (Crook) and second (Isenhower), the Board unanimously approved this motion.

**e. Approve Resolution Certifying Election** – County Attorney, Jerry Ann Conner asked the Board to approve a resolution certifying the results of the SPLOST election. On motion (Allen) and second (Cammon), the Board voted 4 to 1 to approve this motion. Commissioner Crook, Commissioner Cammon, Commissioner Caldwell and Commissioner Allen voted for the motion. Commissioner Isenhower voted against the motion stating she needed accountability for the last SPLOST before she could vote to certify the results of this one.

**f. Discuss Revisions to Heard County Timber Ordinance** – County Attorney, Jerry Ann Conner stated that the revisions to the Heard County Timber Ordinance were made due to problems with the enforcement of timber harvesting. She stated the changes are merely procedural. She explained that an appointment for ingress/egress inspection shall be scheduled 48 hrs.in advance with the Heard County Building and Zoning Department to allow the Heard County Code Enforcement Officer or his designated agent to inspect the site prior to any activity at the proposed ingress/egress location. Code Enforcement Officer, Robert Nelms stated that with this new ordinance, a timber harvester must finish one job before moving to another one. Commissioner Isenhower asked what can be done about the timber harvesters who are running at 4:00 a.m. in the morning. Mr. Nelms stated that the hours of operation are regulated by the Georgia Department of Transportation, not Heard County. On motion (Allen) and second (Cammon), the Board unanimously approved these revisions.

**Agenda Item # 8 – Executive Session** – Commission Chair Jackson asked for an Executive Session to discuss land acquisition. On motion (Caldwell) and second (Cammon), the Board unanimously voted to go into Executive Session to discuss land acquisition. On motion (Allen) and second (Cammon), the Board unanimously voted to return to Open Session. Commission Chair Jackson stated that land acquisition was discussed in Executive Session with no decisions made.

There being no further business, on motion (Caldwell) and second (Cammon), the Board unanimously voted to adjourn.