



**BALDWIN COUNTY COMMISSIONERS  
REGULAR MEETING**  
January 17, 2022  
1601 N Columbia St, Suite 220  
6:00 PM

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**MINUTES**

**MEMBERS PRESENT**

Emily Davis  
John Westmoreland  
Kendrick Butts  
Henry Craig  
Sammy Hall

**OTHERS PRESENT**

David McRee  
Carlos Tobar (Virtual)  
Dawn Hudson  
Cindy Cunningham

**CALL TO ORDER**

Chair Emily Davis called the Regular Meeting to order at 6:00 p.m.

**INVOCATION**

Elder Malcom May delivered the Invocation

**PLEDGE OF ALLEGIANCE**

Commissioner Kendrick Butts led the pledge.

**PRESENTATIONS**

Chair Emily Davis stated Commissioners would like to thank Baldwin County Departments for their hard work during the 2022 December Freeze that occurred and left many citizens without water for extended periods of time.

Employees from the following County Departments were presented with a plaque for their Department and recognized for their dedicated service to citizens during this emergency situation:

Road Department, Water / Sewer Department, EMA, Fire and Rescue and Sheriff's Department.

**APPROVAL OF MINUTES**

Commissioner Sammy Hall made a motion to approve the minutes of the January 3, 2023 Regular Meeting as submitted. Commissioner Kendrick Butts seconded the motion and it passed unanimously.

**ADMINISTRATIVE / FISCAL MATTERS**

**Intergovernmental Contract for Creating the Baldwin County Land Bank**

County Manager Carlos Tobar presented information on the Intergovernmental Contract between Baldwin County and the City of Milledgeville creating the Baldwin County Land Bank. Mr. Tobar explained that in section 4.05 the words "and City of Milledgeville" should be deleted since this section addresses the School Districts. Mr. Tobar discussed section 6.08 which states the Land Bank may convey real property in which the Land Bank holds an interest only to any non-profit organization.

Commissioner Hall stated he thought property through the Land Bank would be available to the public sector as well as non-profit organizations. County Manager Tobar responded that

the City had expressed concern that property through the Land Bank would be available to the public. They felt it should go only to non-profit organizations.

Commissioner Craig responded he felt this effort was a good starting point in establishing a Land Bank. He stated the Land Bank should become independent; but, he agreed if this is what it takes to get the Land Bank started that the County should move forward realizing there would be proposed changes in the future.

Commissioner Kendrick Butts commented the Land Bank would be governed by a Board of Directors who would adopt by-laws, policies and procedures for the Land Bank. The Board would consist of one Commissioner, one County employee, and three citizens to be appointed by the Board of Commissioners. The City of Milledgeville would have two appointments to the Board. Initial terms for all appointees would be staggered with subsequent appointments and re-appointments being terms of four years.

Commissioner Butts stated that before he votes on this matter he wants to be certain of the language included in the Intergovernmental Agreement so he fully understands the intent and establishment of a Land Bank.

Vice Chair Westmoreland made a motion to table the Intergovernmental Contract for the Land Bank until a later date. Commissioner Butts seconded the motion and it passed unanimously.

Chair Davis recommended scheduling a Work Session to discuss this matter.

#### Soil and Water Conservation Lease Agreement

County Manager Tobar reported the Soil and Water Conservation agency wishes to rent office space from the County. The property is located at 311B Linda Drive. He presented a Master Lease Agreement between Baldwin County and the State Properties Commission effective when tenant occupies the premises or five business days after tenant is notified of substantial completion of premises. The initial Agreement shall end June 30, 2023; however, tenant has the option to renew or extend the Term of the Agreement for five additional periods of twelve months. Tenant shall pay monthly rent in the amount of \$646.34 per month during the term of the Agreement.

Commissioner Hall made a motion to approve the Soil and Water Conservation Lease Agreement as presented. Commissioner Butts seconded the motion and it passed unanimously.

A copy of the Lease Agreement is on file in the Board of Commissioners Office.

#### Selection of Grant Writers / Administrators and Engineers

County Manager Tobar stated Requests for Qualifications were solicited for grant writers / administrators and engineering firms for potential 2023 grant applications. Three responses were received for CDBG grant writers / administrators; two responses for CHIP grant writers / administrators and two responses for engineering services. He reported a review committee of County staff evaluated the proposals for the selection of firms.

The committee recommends the selection of Allen-Smith Consulting for CDBG grant writer / administrator; Gilbert & Associates for CHIP grant writer / administrator and Carter and Sloope for engineering services.

Commissioner Craig made a motion to select Allen-Smith Consulting; Gilbert & Associates and Carter and Sloope as recommended. Commissioner Butts seconded the motion and it passed unanimously.

#### Appointment to Board of Assessors

Vice Chair Westmoreland reported the term of Harry Keim, District 4 Representative on the Board of Assessors, expires February 7, 2023. Mr. Keim has agreed to continue to serve in this capacity.

Vice Chair Westmoreland made a motion to re-appoint Mr. Keim for an additional six year term beginning February 8, 2023. Commissioner Craig seconded the motion and it passed unanimously.

### Selection of County Attorney

Assistant County Manager Dawn Hudson stated County Attorney David McRee submitted his resignation as County Attorney, effective December 2022. She reported the Board requested assistance from the Middle Georgia Regional Commission in soliciting Requests for Qualifications for legal services. The Middle Georgia Regional Commission evaluated proposals based on criteria included in the solicitation package and presented a report of responses to Commissioners.

Vice Chair Westmoreland made a motion to hire Brandon Palmer at the law firm of Smith, Welch, Webb & White LLC as County Attorney. Commissioner Hall seconded the motion and it passed unanimously.

Mr. Palmer stated it is a privilege to be afforded the opportunity to serve as Baldwin County Attorney.

Chair Davis and other Commissioners expressed their appreciation to Attorney McRee for his service to the County for the past twelve and one-half years. Mr. McRee stated it has been a pleasure and an honor to serve the County in this capacity since 2010.

### Multi-Jurisdictional Drug Task Force Grant Award

Assistant County Manager Hudson presented the Ocmulgee Multi-Jurisdictional Drug Task Force Grant Award for the Board's consideration. She reported the award in the amount of \$151,896 is for the period January 1, 2023 through December 31, 2023 and there is no required match.

Commissioner Butts made a motion to accept the Multi-Jurisdictional Drug Task Force Grant Award in the amount of \$151,896. Commissioner Craig seconded the motion and it passed unanimously.

### Fire Services Mutual Aid Agreement with the City of Gray

Fire Chief Victor Young presented a Mutual Aid Agreement for fire services with the City of Gray. He stated the Agreement outlines the mutual aid assistance to be provided by Baldwin County and the City of Gray during a significant emergency. He stated this is the same Agreement that Baldwin County has with surrounding counties and/or cities.

Commissioner Hall made a motion to approve the Mutual Aid Agreement for fire services with the City of Gray as presented. Commissioner Butts seconded the motion and it passed unanimously.

A copy of the Mutual Aid Agreement is herewith attached and made an official part of the minutes at pages \_\_\_\_ and \_\_\_\_.

### **OLD BUSINESS**

Commissioners stated there is still a problem with the trash throughout the County such as illegal dumping that must be addressed.

### **NEW BUSINESS**

There was no new business to come before the Board.

### **COUNTY MANAGER'S REPORT**

There was no County Manager's report

### **PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS**

There were no public comments to come before the Board.

## **ADJOURNMENT**

Commissioner Hall made a motion to adjourn the Regular Meeting at 7:00 p.m. Vice Chair Westmoreland seconded the motion and it passed unanimously.

Respectfully submitted,

Emily C. Davis  
Chair

Cynthia K. Cunningham  
County Clerk