MINUTES
SEMINOLE COUNTY BOARD OF COMMISSIONERS
REGULAR MONTHLY WORK SESSION
BEALL CENTER
TUESDAY, JANUARY 13, 2026
5:00 P.M.

The Seminole County Board of Commissioners held their Regular Monthly Work Session on Tuesday, January 13, 2026. The meeting was held at the Beall Center. Those present were Vice Chairman Darius Culverson, Commissioner Brenda Williams, Commissioner Mark Spooner, Commissioner Jeffrey Braswell, and County Manager/Clerk Paula Granger. Chairman Shelia Williams was absent. The agenda for the regular monthly meeting was discussed with no action taken.

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Vice Chairman Culverson called the meeting to order. Commissioner Jeffrey Braswell gave the invocation which was followed by the Pledge of Allegiance. Roll call was conducted. Chairman Shelia Williams was absent. A quorum was established.

Approval of Agenda

Vice Chairman Culverson requested that agenda item #6, Executive Session, be moved to the end of the agenda due to the absence of County Attorney Mills. Commissioner Spooner made a motion to move Executive Session to the end of the meeting and approved the agenda, seconded by Commissioner Braswell, all in favor, motion passed.

Appointments

Chairman

Commissioner Spooner made a motion to reappoint Shelia Williams as Chairman of the Seminole County Board of Commissioners, seconded by Commissioner Brenda Williams, all in favor, motion passed.

Vice Chairman

Commissioner Braswell made a motion to reappoint Darius Culverson as Vice Chairman of the Seminole County Board of Commissioners, seconded by Commissioner Spooner, all in favor, motion passed.

County Attorney

No action was taken on this item.

Constitutional Officer / Department Manager / Officials / Authority Updates

Mr. Ron Foskey, Elections Superintendent

Mr. Foskey presented updates on multiple election-related and administrative matters as noted below.

Intergovernmental Agreements (IGA) & FLOST

Mr. Foskey indicated the county attorney advised that the Iron City IGA is ready to be signed, while other IGAs remain on hold. Mr. Foskey reported concerns regarding FLOST election costs, noting the City of Donalsonville does not intend to share in the expense of placing FLOST on the ballot. He deferred negotiations on this matter to the Board and county attorney, stating it is outside his role.

Personal Financial Disclosure Forms

Mr. Foskey noted the filing deadline is March 31st. Forms will be submitted to Mr. Foskey, who will forward them to the Ethics Board. Individuals not seeking re-election are not required to file. Any newly qualified candidates will be required to submit disclosures.

Seminole County Citizenship Award

Mr. Foskey introduced a new scholarship initiative for high school seniors headed to college or trade school in order to promote integrity, ethics, and civic engagement in our society. Approximately $3,500 has been raised toward a $5,000 goal. He requested a formal proclamation of support from the Board (no funding or committee involvement requested). County Manager Granger agreed to prepare the proclamation.

Election System Updates

Progress continues with the GARVIS election system, including record clean-up. Two youth poll worker training presentations have been prepared to expand the program.

Surplus Equipment

Mr. Foskey requested action to declare unused election equipment as surplus. Commissioner Braswell made a motion to declare the equipment as surplus items, seconded by Commissioner Spooner, all in favor, motion passed.

Youth Poll Worker Program Expansion

Mr. Foskey noted that plans had been established to expand the Youth Poll Worker Program to approximately 40 workers. Arrangements are underway to take student poll workers to the Capitol for recognition. Half-day shifts are scheduled to be implemented in order to reduce burnout and lower costs. Outreach efforts include local civic groups.

Voting Precinct Facilities

Mr. Foskey reported that most voting precinct facilities are in good condition. One location has limited space and no restroom, but conditions are manageable.

Upcoming Deadlines & Meetings

- FLOST legal notice deadline: February 18th
- Joint city/county meeting scheduled for January 27th at 6:00 PM

- Candidate qualifying: March 2nd – 6th from 8:30 a.m. to 4:30 and on the 6th from 8:30 to 12 noon
- Elections GAVREO conference scheduled for March 22nd

Board Appointment Request

Mr. Foskey requested consideration for appointment to the Southwest Georgia Regional Commission. He cited prior regional planning experience and commitment to economic development and grant assistance.

The Board thanked Mr. Foskey for his report and proceeded to the next agenda item.

Ms. Sarah Avery, EDA Director

Ms. Sarah Avery provided updates on the following.

Westbrook Subdivision
Ms. Avery reported positive progress at the Westbrook subdivision. The model home is nearly complete and landscaping is underway. Construction focus briefly shifted to another home to meet a move-in deadline at the end of the month. Interest in the development remains strong, with active advertising. She anticipates a ribbon-cutting event around March and expressed confidence that the board will be pleased with the finished homes.

Office Relocation
Ms. Avery shared that preparations are underway to move into the new office property nearby. The space has been repainted and the carpet cleaned. She and Tori are excited and hope to be fully moved in by the end of the month. County Manager Granger confirmed follow-up with Lance Owens regarding HVAC issues.

Planning and Growth Preparedness
Ms. Avery emphasized the importance of being proactive about zoning, planning, and ordinances as the county prepares for potential growth, particularly with new residents moving into Westbrook. Ms. Avery urged the board to ensure ordinances are comprehensive and updated to avoid handling matters strictly case-by-case. She offered her assistance and encouraged serious consideration of planning initiatives.

July 4th Celebration
Ms. Avery announced plans for a July 4th Independence Day event, marking the nation's 250th anniversary. A fireworks contract is already in place, with a deposit expected in February. She noted the success of the New Year's Eve fireworks event, which received overwhelmingly positive feedback despite cold weather.

Event Promotion and Coordination
In response to questions, Ms. Avery stated plans to better promote the July 4th event, including advertising to surrounding counties. Vice Chairman Culverson suggested partnering with local fire departments or vendors for food sales. Ms. Avery confirmed intentions to include food, entertainment, and coordinate with neighboring communities to enhance the event.

Board Feedback
Ron Foskey and Vice Chairman Culverson praised the quality of the recent fireworks display, comparing it favorably to larger cities. Both remarked on its impressive impact and strong community response.

County Attorney Report

County Attorney Bill Mills was absent. County Manager Granger provided an update on his behalf.

Status Report

County Manager Granger reported that the County Attorney had sent a status report via email. Since the board was already in session, she stated she would forward the email to the board members later that evening.

Resolution for TAN

County Manager Granger reported that the attorney had emailed her the resolution for the Tax Anticipation Note (TAN). She stated it should be ready by the following day. The resolution had previously been reviewed during the emergency meeting held the prior Thursday, with minor revisions made to names and dates. The board was advised action was required for approval. Commissioner Braswell made a motion to approve the Resolution for the TAN, seconded by Commissioner Spooner, all in favor, motion passed.

Airport Property

County Manager Granger noted that the City and County attorneys were still working to finalize documentation related to the airport property. She reported that additional information was required and that she had contacted GDOT representative Dakota Thompson to determine what was needed to complete the process.

Elections IGA – Iron City, Donalsonville, and Board of Education

County Manager Granger reported that the Elections IGA with Iron City had been approved by the attorney and required board action. She noted that Chairman Shelia Williams was not present to sign but the board could still proceed with approval. After clarification that the motion applied only to Iron City, Commissioner Brenda Williams made a motion to approve the Elections IGA with Iron City, seconded by Commissioner Braswell, all in favor, motion passed.

FLOST

County Manager Granger announced the agreed meeting date regarding FLOST would be January 27th at 6:00 PM at the Beall Center. She stated she would calculate updated percentages using the new digest numbers to determine city and county portions. Vice Chairman Culverson asked if the information would be provided prior to the meeting. County Manager Granger confirmed it would be distributed beforehand.

Financial Statements, Minutes, ACO Reports, Overtime Reports

Financial Reports for November 2025

Board members acknowledged receipt and review of the financial report for December 2025. Commissioner Spooner made a motion to approve the financial report for December 2025, seconded by Commissioner Brenda Williams, all in favor, motion passed.

Minutes

Board members acknowledged receipt and review of the following meeting minutes with no corrections noted.

Regular Meetings

- November 11, 2025
- December 16, 2025

County Commissioner Public Hearings

- December 16, 2025

Emergency Called Meeting

- January 8, 2025

Commissioner Spooner made a motion to approve the meeting minutes with no corrections noted, seconded by Commissioner Brenda Williams, all in favor, motion passed.

Errors & Omissions Report

Board members requested to table the Errors & Omissions Report and allow more time for review. Commissioner Spooner made a motion to table the Errors & Omissions Report until the next meeting, seconded by Commissioner Braswell, all in favor, motion passed.

Overtime Reports

Board members acknowledged receipt and review of Overtime Reports.

Unfinished Business

Civic Plus Update / Open Records / Card Transactions

Mrs. Deanne McVey, Clerk, reported that citizens can now apply for licenses and permits online and submit payments electronically. The open records request software is operational, and the county is currently adding users and beginning data input. Paula Whaley noted she is scheduled for training on the system tomorrow. It was also noted that the county can now accept card payments online and in person at the Board of Commissioners' office and the Transfer Station. County Manager Granger noted that while cash will still be accepted, many citizens have requested debit card options at the Transfer Station, and this new capability should address those concerns.

CHIP

County Manager Granger provided an update on the CHIP grant, noting that 3 of the 4 homes are now complete. The fourth home remodeling at the Coachman property is estimated to begin by the end of this week.

CDBG MIT

County Manager provided an update on the CDBG MIT project for the bridge placement on Hebrew Road, noting that it is approximately 98 percent complete and the road is now open for traffic.

CDBG DR

County Manager Granger reported the CDBG DR project for Galilee Church and Riverside Acres is on hold while the county awaits bid bonds and insurance requirements from the contractor, Oxford Construction. Upon receipt of necessary documents, a preconstruction meeting will be scheduled. The meeting is expected to be scheduled before the end of this month in order for the project to begin in February.

FY25 Audit

County Manager Granger reported that submission of the FY25 audit is delayed due to two outstanding items:

- **Health Department audit** – This must be included with the county's submission and is not yet complete. County Manager Granger stated it was expected to be finished last week but remains pending.
- **Attorney litigation letter** – The county attorney must provide a letter outlining any current litigation. The attorney has not yet received the request, but this document is required before submission.

Once both items are received, the county will be able to submit the audit to the state. Regarding ongoing delays, County Manger Granger noted this issue occurs almost every year and suggested the need for a better scheduling process with the health department, though she does not know their fiscal year cycle. She also stated she does not recall it ever taking this long to complete in the past.

Public Appointment to SWGA Regional Commission Board

County Manager Granger reported that Mr. Ron Foskey expressed interest in serving on the SWGA Regional Commission Board. The City of Donalsonville tentatively appointed Moses James and requested the county consider him as well. Iron City, after being notified of the candidates, tentatively appointed Mr. Foskey. Commissioner Braswell made a motion to appoint Mr. Ron Foskey to the SWGA Regional Commission Board, seconded by Commissioner Spooner, all in favor, motion passed.

New Business

Amendment to Zoning Ordinance

County Manager Granger reported that work on the zoning ordinance amendment, specifically regarding chicken house regulations, had been delayed due to staff availability. A template exists, but there is controversy surrounding setback requirements that still needs to be addressed. She advised that she and Greg Long attended a zoning webinar earlier in the day, coordinated by the Regional Commission. The presenter, Angel Gray, President of GACE and Deputy Director of Planning for the City of Albany, has over 30 years of experience in planning and zoning. County Manager Granger stated she was very knowledgeable and provided valuable guidance. She recommended engaging Ms. Gray to assist with a comprehensive update of the county zoning ordinance, noting the need to address tiny homes, container homes, barndominiums, RVs, campers, accessory buildings on separate parcels, and other outdated or missing regulations. She stated the current ordinance is outdated and lacks clear guidance, which has caused recent issues. Ms. Gray quoted a fee of $3,000 for six months of service. Board members responded that the cost was reasonable. County Manager Granger noted the county could wait until mid-February to begin but preferred to start as soon as possible. Board members agreed. County Manager Granger explained Ms. Gray is flexible, noting that meetings could be in Albany or locally, with lodging being arranged in a county-owned apartment to reduce costs if needed. It was noted that having Ms. Gray come locally would encourage better attendance from officials. County Manager Granger clarified this would not require a formal public meeting, but instead would involve a small working group reviewing ordinances one-by-one. Examples of current ordinance gaps were discussed, including lack of rules on accessory buildings across the road from a residence and no language regulating tiny homes. It was noted the County Attorney previously advised that if the ordinance does not prohibit something, it must be allowed. County Manager Granger reported that the County Attorney assists with these matters, however, project completion is lengthy. She estimated the recent chicken house situation alone likely cost in excess of $3,000 in legal fees and hiring Ms. Gray could be more cost-effective. Commissioner Spooner made a motion to approve moving forward with zoning ordinance assistance from Ms. Gray, seconded by Commissioner Braswell, all in favor, motion passed.

Survival Flight EMS, LLC Radio System

County Manager Granger explained that Survival Flight has requested permission to place Seminole County on the Miller County radio frequency following Miller County's recent radio system upgrade, stating she saw no issues with the request and believed it would improve coordination. Vice Chairman Culverson agreed, adding that better communication between agencies would be beneficial and noting that the sheriff is aware and in support. It was noted that Seminole County owns the radio frequency, which is why permission is required, and confirmed that Survival Flight is simply seeking authorization to use it. Commissioner Braswell made a motion to approve granting permission to place Seminole County on the Miller County radio frequency for the purpose of survival flight, seconded by Commissioner Spooner, all in favor, motion passed.

JAS Oyster, LLC Alcohol License

County Manager Granger presented an alcohol license application for JAS Oyster LLC on Highway 253 in Donalsonville, noting the applicant already holds three other alcohol licenses, has met all requirements, and passed fingerprint and background checks, and requested a motion to approve. It was clarified the exact address is 2045 Highway 253, Donalsonville, GA. Commissioner Brenda Williams made a motion to approve the alcohol license application for JAS Oyster LLC, seconded by Commissioner Braswell, all in favor, motion passed.

County Manager Contract for Employment

It was noted this item was to be discussed during Executive Session later in the meeting.

Contract for Crushing Debris from School

The clerk presented a contract proposal for crushing debris from the school system, stating that one quote was received from Elevencrete Mix LLC at a rate of $10 per ton, with the company coordinating directly with the demolition contractor to schedule equipment setup, and explained that once the material is crushed, it will be hauled to Cunningham Road for road repairs, with any excess material stored at the D5 pit for future use on dirt roads near the lake. Commissioner Braswell made a motion to approve the contract with Elevencrete Mix LLC for crushing debris from the school system, seconded by Commissioner Spooner, all in favor, motion passed.

General Fund Banking Location

County Manager Granger reported that no information had been received from the banks. She stated she would continue to pursue obtaining that information and insure the county is getting the highest deposit interest rates possible.

Rates for Transfer Station

County Manager Granger explained that Transfer Station rates will increase effective March 1 due to a 3.4% CPI adjustment and recommended raising fees by $7 per ton for both municipal and household waste, which would set municipal rates at $62 per ton and household rates at $72 per ton. Commissioner Spooner made a motion to approve the Transfer Station rate increase effective February 1, seconded by Commissioner Brenda Williams, all in favor, motion passed.

Tracks for Transfer Station

County Manger Granger presented two quotes for replacement tracks at the Transfer Station, one from John Deere for $10,339 and another from Tractor and Equipment Company (TEC) for

$5,603, prompting discussion among board members about the significant price difference and the wear caused by rough concrete surfaces. It was noted the tracks had been replaced only a few years prior. Commissioner Spooner made a motion to purchase the tracks from TEC, seconded by Commissioner Braswell, all in favor, motion passed.

County Manager Granger then mentioned a separate $536 quote from TEC to repair the bucket edge. Board members discussed possibly installing a bolt-on blade instead of cutting and rewelding the bucket. The board ultimately agreed to have Hunter Long evaluate the bucket and explore alternative repair options before proceeding.

LMIG Road Selection

County Manager Granger recommended using the FY26 LMIG funds for repairs on Three Notch Road, starting at the intersection with Highway 285 near Rock Pond Church and extending a little over 3,000 feet, citing several dips and a cracked box culvert. She noted she was open to considering other roads, however, Road Department Supervisor, Richard Adams, had reported this area was priority due to its poor condition and it was noted that multiple citizen complaints had been received regarding this location. The recommendation must be submitted to GDOT by February 1st. Commissioner Braswell made a motion to approve using LMIG funds for repairs on Three Notch Road, seconded by Commissioner Spooner, all in favor, motion passed.

Executive Session

Vice Chairman Culverson requested a motion to move into executive session in order to discuss personnel matters. Commissioner Spooner made a motion to enter executive session, seconded by Commissioner Brenda Williams, all in favor, motion passed.

Commissioner Spooner made a motion to end executive session and reenter regular meeting, seconded by Commissioner Brenda Williams, all in favor, motion passed. No action was taken during the executive session and the regular monthly meeting continued.

County Manager Contract for Employment

Commissioner Brenda Williams made a motion to renew County Manager Granger's contract for employment, seconded by Commissioner Braswell, all in favor, motion passed.

Announcements

Clerk Training, February 1-3, 2026, Jekyll Island

Deanne is scheduled to attend this training.

Chamber Banquet, February 5, 2026, Osceola 6 p.m.

ACCG Capitol Connection March 4-5, 2026, Atlanta

Adjournment

With no further business to discuss, Commissioner Spooner made a motion to adjourn the meeting, seconded by Commissioner Brenda Williams, all in favor, motion passed.