



Hart County Board of September 23, 2025  
6:00 p.m.  
Emergency Services and Administration Building

1. PRAYER
2. PLEDGE OF ALLEGIANCE
3. CALL TO ORDER
4. WELCOME
5. APPROVE AGENDA
6. APPROVE MINUTES OF PREVIOUS MEETING(S)  
09/09/2025 Regular Minutes
7. REMARKS BY INVITED GUESTS, COMMITTEES, AUTHORITIES  
Terri Partain, Executive Director Hart IBA, End of Year Report and Proclamation for  
Manufacturing Week 2025
8. REPORTS BY CONSTITUTIONAL OFFICERS & DEPARTMENT HEADS
9. COUNTY ADMINISTRATOR'S REPORT
10. CHAIRMAN'S REPORT
11. COMMISSIONERS' REPORTS
12. OLD BUSINESS
  - a) Tattoo and Body Piercing Ordinance (3<sup>rd</sup> and final reading)
  - b) Bid opening Recreation Basketball Uniforms
  - c) Public Works Director Job Description
- NEW BUSINESS
  - a) Request to Bid Tanker for Fire Department
  - b) Request for Credit for experience EMS
  - c) Request for Credit for experience Jail
  - d) Request for Credit for experience SO Dispatch
13. PUBLIC COMMENT
14. EXECUTIVE SESSION – Litigation – Personnel - Real Estate
15. ADJOURNMENT



Hart County Board of Commissioners  
September 9, 2025  
6:00 p.m.  
Emergency Services and Administration Building

1. PRAYER
2. PLEDGE OF ALLEGIANCE
3. CALL TO ORDER
4. WELCOME
5. APPROVE AGENDA
6. APPROVE MINUTES OF PREVIOUS MEETING(S)  
08/26/2025 Regular Minutes  
08/26/2025 Budget Meeting Minutes  
09/02/2025 Called Meeting Minutes
7. REMARKS BY INVITED GUESTS, COMMITTEES, AUTHORITIES  
Pat Goran, Director Hart County Water & Sewer Authority
8. REPORTS BY CONSTITUTIONAL OFFICERS & DEPARTMENT HEADS  
Thomas Jordan, Chief Magistrate Judge
9. COUNTY ADMINISTRATOR'S REPORT  
August Financial Report
10. CHAIRMAN'S REPORT
11. COMMISSIONERS' REPORTS
12. OLD BUSINESS
  - a) Tattoo and Body Piercing Ordinance (2<sup>nd</sup> Reading)
  - b) Road Study RFP Bids Discussion
  - c) Courthouse Audio Visual Upgrade (ARPA Grant)
  - d) Setting the Approved Methods of Identification for Local Tipping Fees
  - e) Permission to send RFP for New Solid Waste Building - **ADDED**
13. NEW BUSINESS  
None
14. PUBLIC COMMENT
15. EXECUTIVE SESSION – Litigation – Personnel – Real Estate
16. ADJOURNMENT

HART COUNTY BOARD OF COMMISSIONERS

September 9, 2025

6:00 P.M.

Hart County Board of Commissioners met September 9, 2025 at the Hart County Administrative and Emergency Services Center.

Chairman Marshall Sayer presided with Commissioners Michael Bennett, Frankie Teasley, and Joey Dorsey present at the meeting. Commissioner Jeff Brown joined via Skype.

1. PRAYER

Prayer was offered by Chief Magistrate Judge Thomas Jordan

2. PLEDGE OF ALLEGIANCE

Everyone stood in observance of the Pledge of Allegiance.

3. CALL TO ORDER

Chairman Sayer called the meeting to order.

4. WELCOME

Chairman Sayer welcomed those in attendance via in person, HTC and YouTube.

5. APPROVE AGENDA

Commissioner Teasley moved to approve and amend the agenda to add 12e Permission to send RFP for new Solid Waste Building. Commissioner Bennett provided a second. The motion carried 5-0.

6. APPROVE MINUTES OF PREVIOUS MEETING(S)

08/26/2025 Regular Minutes

08/26/2025 Budget Meeting Minutes

09/02/2025 Called Meeting Minutes

Commissioner Teasley moved to approve the 08/26/2025 Regular Meeting Minutes. Commissioner Bennett provided a second to the motion. The motion carried 5-0.

Commissioner Bennett moved to approve the 08/26/2025 Budget Meeting Minutes. Commissioner Teasley provided a second to the motion. The motion carried 5-0.

Commissioner Teasley moved to approve the 09/02/2025 Called Meeting Minutes. Commissioner Bennett provided a second to the motion. The motion carried 4-0, Commissioner Brown abstained.

7. REMARKS BY INVITED GUESTS, COMMITTEES, AUTHORITIES

Pat Goran, Director Hart County Water & Sewer Authority

Pat Goran Hart County Water & Sewer Authority Director came before the Board of Commissioners to ask for their approval to participate in the GA Upper Savannah Partnership. To participate he will need a letter of support signed by County Administrator Terrell Partain and a seed match of \$3000.00

Chairman Sayer moved to approve the participation in the GA Upper Savannah Partnership, allow County Administrator Terrell Partain to sign letter of support and provide the \$3000.00 for the seed grant contingent on approval from the Water & Sewer Authority Board. Commissioner Teasley provided a second. The motion carried 5-0.

## 8. REPORTS BY CONSTITUTIONAL OFFICERS & DEPARTMENT HEADS

Thomas Jordan, Chief Magistrate Judge

Chief Magistrate Judge Thomas Jordan recognized Magistrate Mike Lecroy for his years of service and presented him with a plaque. The Board of Commissioners commended him for his service to Hart County with a proclamation.

County Attorney Kim Higginbotham informed the Board that Kevin McFarlin is removing himself from his offer to become the 2026 Prosecutor for Juvenile Court; she stated that due to the Court Reporter crisis Judge Phelps is requesting that the stipend allotted for the Superior Judges (that they will no longer be receiving) be given to the court reporters in our Judicial Circuit. She also reported that an elections challenge that had been filed with all 159 Georgia counties now has a Judge assigned to it, the Judge has filed a dismissal, and an appeal has since been filed.

## 9. COUNTY ADMINISTRATOR'S REPORT

August Financial Report

County Administrator Terrell Partain gave the financial report for August. He also reported that the ISO improvements had been sent in for evaluation.

## 10. CHAIRMAN'S REPORT

Chairman Sayer had nothing to report.

## 11. COMMISSIONERS' REPORTS

Commissioner Bennett thanked all County employees.

Commissioner Teasley thanked the Public Safety and all County employees.

Commissioner Brown thanked Wes of HTC and everyone that helped with setting up the equipment for him to be able to join the meeting; recognized Magistrate Mike Lecroy for his service to citizens of Hart County.

## 12. OLD BUSINESS

### a) Tattoo and Body Piercing Ordinance (2<sup>nd</sup> Reading)

Commissioner Dorsey moved to accept the 2<sup>nd</sup> Reading of the Tattoo and Body Piercing Ordinance. Commissioner Teasley provided a second. The motion carried 5-0.

### b) Road Study RFP Bids Discussion

No Action Taken

### c) Courthouse Audio Visual Upgrade (ARPA Grant)

Commissioner Dorsey moved to approve the Courthouse Audio Visual Upgrade (ARPA Grant). Commissioner Teasley provided a second. The motion carried 5-0.

### d) Setting the Approved Methods of Identification for Local Tipping Fees

Commissioner Dorsey made a motion to allow individuals who own businesses located in Hart County, but who are not county residents, to provide either a business license or a sales tax certificate as proof of ID for local tipping fees. Chairman Sayer provided a second. The motion carried 5-0.



e) Permission to send RFP for New Solid Waste Building – **ADDED**

Commissioner Dorsey moved to give permission to send the RFP for a new Solid Waste building out for bid after adding a second preproposal meeting and correcting the Finance Department in the bid packet. Commissioner Teasley provided a second. The motion carried 5-0

13. NEW BUSINESS

None

14. PUBLIC COMMENT

None

15. EXECUTIVE SESSION – Litigation – Personnel - Real Estate

Commissioner Teasley moved to exit the Regular Meeting and go into Executive Session – Litigation – Personnel - Real Estate. Commissioner Bennett provided a second. The motion carried 5-0.

Commissioner Brown moved to exit Executive Session – Litigation – Personnel - Real Estate and open the Regular Meeting. Commissioner Bennett provided a second. The motion carried 5-0.

16. ADJOURNMENT

Commissioner Bennett moved to adjourn the meeting. Commissioner Brown provided a second. The motion carried 5-0.

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Marshall Sayer, Chairman

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Lisa Evans, County Clerk

## **Hart County Board of Commissioners**

### **Proclamation Commemorating Manufacturing Week in Hart County, Georgia October 3–10, 2025**

**WHEREAS**, manufacturing plays a vital role in the economic strength and prosperity of Hart County, providing high-quality jobs, fostering innovation, and contributing significantly to the community's growth and resilience; and

**WHEREAS**, Hart County is home to a diverse array of manufacturers whose dedication, ingenuity, and investment have helped position our region as a hub of industrial excellence in the state of Georgia; and

**WHEREAS**, the hardworking men and women in the manufacturing sector exemplify the values of craftsmanship, productivity, and perseverance, and their efforts deserve recognition and celebration; and

**WHEREAS**, Manufacturing Week provides an opportunity to highlight the importance of manufacturing to our local economy, inspire future generations to pursue careers in the industry, and strengthen partnerships between businesses, educators, and the community; and

**WHEREAS**, Hart County remains committed to supporting workforce development, technical education, and innovation to ensure the continued success of our manufacturing sector;

**NOW, THEREFORE**, be it resolved that the Hart County Board of Commissioners does hereby proclaim the week of **October 3 through October 10, 2025**, as **Manufacturing Week in Hart County, Georgia**, and encourages all citizens to recognize and celebrate the contributions of our local manufacturers and the opportunities they create for our community.

**Proclaimed this 23<sup>rd</sup> day of September 2025.**

**Signed,**

\_\_\_\_\_  
Marshall Sayer, Chairman

\_\_\_\_\_  
Michael Bennett, Commissioner Dist. 1

\_\_\_\_\_  
Frankie Teasley, Commissioner Dist. 2

\_\_\_\_\_  
Jeff Brown, Commissioner Dist. 4

\_\_\_\_\_  
Joey Dorsey, Commissioner Dist. 5

## **ARTICLE III. - TATTOO AND BODY PIERCING ESTABLISHMENTS**

### **Sec. 42-50. - Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Tattoo and body piercing* mean to mark or color the human skin by pricking in, piercing the skin, or implanting coloring matter so as to form indelible pigments, dyes, marks or figures under the skin or by the production of scars; provided, however, that the term "tattoo and body piercing" shall not mean a tattoo and body piercing placed upon the skin by a physician for medical identification purposes and shall not apply to ear piercing or the tattoo and body piercing of farm or domestic animals for the purpose of identification. Cosmetic services utilizing semi-permanent pigments or dyes for enhancing the natural appearance of physical traits such as microblading (eyebrows) which are performed by an individual with the certifications and/or certificates, in compliance with the state rules and regulations are excluded from this definition.

*Tattoo and body piercing artist* means any person who actually performs the work of tattoo and body piercing upon humans, except that the term "tattoo and body piercing artist" shall not include in its meaning any physician or osteopath licensed under Chapter 34 of Title 43 of the Official Code of Georgia, nor shall it include any technician acting under the direct supervision of such licensed physician or osteopath, pursuant to O.C.G.A. § 16-5-71(a).

*Tattoo and body piercing establishment* and/or *tattoo and body piercing studio* mean any facility, building, room or place on a fixed or mobile foundation where the tattoo and body piercing of humans is practiced or where the business of tattoo and body piercing is practiced or where the business of tattoo and body piercing of humans is conducted or any part thereof.

### **Sec. 42-51. - Prohibited practices.**

(a) No person shall operate a tattoo and body piercing establishment/studio or engage in the practice or business of tattoo and body piercing human skin as a tattoo and body piercing operator or tattoo and body piercing artist unless the person has first secured a permit to do so from the county board of health; and has complied with the ordinances of the county.

(b) No person shall operate a tattoo and body piercing establishment/studio or engage in the practice or business of tattoo and body piercing as a tattoo and body piercing operator

or tattoo and body piercing artist without following an approved exposure control plan as described by section 42-52 of this article.

(c) No tattoo and body piercing operator or tattoo and body piercing artist shall tattoo and/or perform body piercing on any person while such tattoo and body piercing operator or tattoo and body piercing artist is under the influence of alcohol, drugs or other stimulants or depressants, nor shall such tattoo and body piercing operator or tattoo and body piercing artist tattoo and/or perform body piercing on any person who is a minor, (under the age of 18), with the exception of ear piercing, or who is under either the influence of alcohol, drugs or other stimulants or depressants or any person of unsound mind.

(d) No person shall operate a tattoo and body piercing establishment/studio or engage in the practice or business of tattoo and body piercing as a tattoo and body piercing operator or tattoo and body piercing artist unless he/she is duly licensed by the applicable state authority as a licensed practical nurse, registered nurse, physician's assistant, physician, or doctor of osteopathy, provided, however, that any person who has lawfully operated a tattoo and body piercing parlor in the county for a period of one year immediately prior to the effective date of the ordinance from which this article is derived with no violations of law and no history of the creation of health hazards shall be entitled to engage in the business of a tattoo and body piercing operator notwithstanding the provisions of this subsection (d), provided further, that such operator shall not be relieved of any other requirements of this chapter.

#### **Sec. 42-52. - Approval of county board of health required for permit.**

(a) A condition precedent prior to operation shall be satisfactory proof that the tattoo and body piercing establishment/studio has secured from the county board of health a permit to operate the establishment.

(b) The applicant shall be required to submit with his application an annual inspection fee of \$250.00, or such fee as shall be set from time to time by the county board of health. Thereafter, such inspection fee shall be due and payable on an annual basis.

(c) The tattoo and body piercing operator shall submit and the county board of health shall approve an exposure control plan generally conforming to the applicable standards set out in 29 C.F.R. 1910.1030-(d) which shall include but are not limited to the following:

(1) The entire premises and equipment shall be maintained in a clean, sanitary condition and in good repair;

(2) Thorough cleaning of reusable sharps, needles, and any portion of the tattoo and body piercing apparatus which touches the skin after every use and prior to sterilization;



(3) Autoclave sterilization of the reusable sharps, needles and any portion of the tattoo and body piercing apparatus which touches the skin. Autoclave shall be monitored monthly with an appropriate biological indicator and results shall be kept on file for a minimum of three years;

(4) Cleaning of work surfaces with a chemical germicide at least daily when there is a known contamination of a work surface with blood;

(5) Hands shall be washed before and after each customer contact;

(6) Disposable gloves shall be worn during the tattoo and body piercing procedure and after tattooing, the remaining unused dye or pigment in the single use or individual containers, shall be discarded along with the containers;

(7) Sharps and disposable needles should be discarded in a puncture resistant, leak proof container with a biohazard-warning label and taken to a biomedical facility for disposal;

(8) Other biomedical waste containing blood and other bodily fluid should be placed in closable containers which are labeled with a biohazard warning label and taken to a biomedical disposal facility for disposal;

(9) Inquiries shall be made by the tattoo operator or tattoo artist, and anyone giving a history of jaundice or hepatitis shall not be tattooed and/or body pierced;

(10) No person, customer, or patron having any skin infection or other disease of the skin or any communicable disease shall be tattooed and/or body pierced;

(11) All infections resulting from the practice of tattoo and body piercing which become known to the operator shall be promptly reported to the county board of health by the person owning or operating the tattoo and body piercing establishment/studio and the infected client shall be referred to a physician;

(12) All bandages and surgical dressing used in connection with the tattoo and body piercing of a person shall be sterile and be contained in individual commercial packaging;

(13) The county board of health or its designated representatives may conduct periodic unannounced inspections of any tattoo and body piercing establishment/ studio for the purpose of determining whether or not the establishment/studio and the person performing the art of tattoo and body piercing therein are in compliance with all applicable health provisions contained within this article and within county board of health regulations, and the exposure control plans filed by the applicant.

(d) In addition to the provisions of subsection (c) of this section, informed explanation to consumers of the proper subsequent care of a tattoo and body piercing must be given

and written records maintained by the operator of the tattoo and body piercing establishment/studio.

(e) Procedures for ensuring adequate explanation to consumers of the proper subsequent care of a tattoo and body piercing must be given and written records maintained by the operator of the tattoo and body piercing establishment/studio.

(f) The applicant shall remain in compliance with any and all regulations adopted by the county board of health and any future revisions of such regulations.

(g) The permit from the county board of health shall be valid until suspended or revoked and shall not be transferable with respect to person or location.

(h) The applicant shall also be charged a background investigation fee of \$25.00 to defray the cost of application processing. The minimum age of each applicant shall be 18 years of age. Applicants shall furnish two photographs showing a front and side picture of the full face of the applicant, size 2½ inches by 2¾ inches. Applicants shall present an annual medical certificate from a medical doctor licensed to practice in the state certifying that the person is sound physically, mentally, has good eyesight and is not affected with a disease which can be communicated by contact with blood through openings in the human skin.

#### **Sec. 42-53. - Enforcement.**

The county board of health or its designated representative, in order to enforce compliance with this article and the rules and regulations adopted thereof, shall be able to enter upon and inspect the premises of a tattoo and body piercing establishment/studio at any reasonable time and in a reasonable manner.

#### **Sec. 42-54. - Revocation of permit.**

The county board of health or its designated representative may suspend or revoke permits where the health and safety of the public requires such action. When, in the judgment of such board or its duly authorized agents, it is necessary and proper that such application for a permit be denied or that a permit previously granted be suspended or revoked, the applicant or holder of the permit shall be so notified in writing and shall be afforded an opportunity for a hearing pursuant to O.C.G.A. § 31-5-2. If such application is finally denied or such permit finally suspended or revoked, the applicant for, or holder of such permit shall be given notice in writing, which notice shall specifically state the reasons why the application or permit has been suspended, revoked or denied.

#### **Sec. 42-55. - Appeal of suspension or revocation of permit.**

Any person substantially affected by any final order of the county board of health denying, suspending, revoking or refusing to renew any permit provided under this article

may secure review thereof by appeal to the state department of human resources as provided by O.C.G.A. § 31-5-3.

**Sec. 42-56. - Penalties.**

Any person violating any provision of this article shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished as provided by section 1-13.



**MEMORANDUM**

Terrell Partain,  
County Administrator  
September 19, 2025

RE: Item 12 B Bid opening Recreation Basketball Uniforms

We have received 4 bids for Basketball uniforms.





## **MEMORANDUM**

Terrell Partain,  
County Administrator  
September 19, 2025

RE: Item 12 C Public Works Director Job Description

Attached is the job description we received from GMRC the day of our last meeting. Each of you was given a copy for your evaluation.



## Job Description

CLASSIFICATION TITLE: Public Works Director  
DEPARTMENT: Public Works  
FLSA STATUS:  
REPORTS TO: County Administrator  
PAY GRADE:

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### JOB SUMMARY

This position is responsible for planning, organizing, and directing Public Works operations for the county, including managing all county roads, engineering, capital projects, solid waste, public buildings and county vehicle maintenance.

### ESSENTIAL FUNCTIONS

- Oversees the County's solid waste services as well as maintenance of County roads, bridges, sidewalks, parks, buildings, and other County property.
- Supervises the activities of technical staff and subordinate supervisors responsible for carrying out the services and functions of the Department; this includes assignment and review of projects, evaluating performance, administering discipline and making hiring, termination and pay change recommendations.
- Conducts regular staff meetings to review progress, accomplishments, budget and plans for the Public Works Department.
- Develops and recommends goals and objectives for the Public Works Department to ensure compliance with County Administrator and County Commission directives.
- Develops, recommends, and monitors the Departmental budget.
- Coordinates Public Works resources to respond to urgent repair or clean-up situations in the County.
- Assists the County Administrator in developing short- and long-range plans in all areas of public works.
- Develops, recommends, and implements work schedules, operating policies, and procedures in order to accomplish departmental goals and objectives.
- Communicates with the County Administrator monthly regarding Public Works operations; prepares reports and correspondence related to departmental activities, direction, and accomplishments; attends staff and County Commission meetings as required.
- Reviews and approves equipment requests and specifications for equipment purchases, solicits bids, and submits purchase requests to the County Administrator for approval.
- Submits funding requests related to county road construction and maintenance to the DOT.
- Serves as fleet manager for all county departments, including supervising the equipment maintenance program and the preparation of equipment specifications.
- Administers and supervises the Land Use Development Standards ordinance, Erosion Control program, and National Flood Insurance program.
- Provides technical engineering assistance to the Water and Sewer, and Industrial Development Authorities.
- Communicates with residents to resolve customer service concerns.
- Performs other duties as assigned.

## KNOWLEDGE, SKILLS, AND COMPETENCIES

- Knowledge of County waste collection and County infrastructure maintenance and repair of roads and bridges.
- Knowledge of the hazards, safety precautions and proper operation of equipment, trucks and machinery used in the repair and maintenance of roads, bridges, sidewalks, buildings, grounds, etc.
- Knowledge of County ordinances and codes, policies, and procedures.
- Skill in reading blueprints and schematics.
- Knowledge of modern management and supervisory techniques.
- Knowledge of modern office procedures and equipment.
- Skill in using a variety of computer programs for administrative functions including spreadsheets.
- Excellent written and verbal communication skills.
- Ability to develop and administer departmental budget.
- Ability to interpret and apply engineering and construction-related standards.
- Ability to adhere to and instruct subordinates on safe equipment operating procedures and respond to dangerous situations accordingly.
- Ability to establish and maintain effective working relationships with County officials, employees, and the public.
- Ability to operate a motor vehicle.
- Ability to develop long-range work plans and guide the work of subordinates to meet the goals and objectives set for the Public Works Department.

## SUPERVISORY AND MANAGEMENT RESPONSIBILITY

This position is responsible for the management and supervision of all staff in the Public Works Department.

## GUIDELINES

Guidelines include relevant state and federal laws and regulations, federal EPA and state EPD guidelines, County and department policies and procedures, DOT manual, and the County's Employee Handbook. These guidelines require judgment, selection, and interpretation in application. This position develops departmental guidelines.

## COMPLEXITY/SCOPE OF WORK

- The work consists of administrative and supervisory duties with occasional manual labor involving the proper use of a variety of equipment.
- The purpose of this position is to direct the work of personnel involved in road and bridge construction, maintenance, and solid waste management. Successful performance in this position helps ensure the repair and maintenance of county roads, proper collection and disposal of solid waste, and efficient operations of the department.

## MINIMUM QUALIFICATIONS

- Knowledge and level of competency are commonly associated with the completion of a bachelor's degree in a course of study related to the position.
- Minimum of five (5) years of work experience in a related field required, including three (3) years of increasingly responsible supervisory experience in related field.
- Valid State of Georgia driver's license.
- Or an equivalent combination of education and experience.
- Bachelor's degree in civil engineering from an accredited university is preferred.
- Professional Engineer Registration in the State of Georgia is preferred.

## PERFORMANCE APTITUDES AND ADA COMPLIANCE

**Language:** Ability to read, analyze, interpret, and communicate the intricacies of complex documents such as reports, budget awards, and other like information. Ability to write and clearly convey information through routine reports and correspondence in English.

**Mathematical:** Ability to add, subtract, multiply and divide all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ration, and percent and to draw and interpret graphs.

**Communication:** Must be able to communicate orally and in written form in a professional manner to give or exchange information, resolve problems, and to provide service to subordinates, elected officials, commission members, and coworkers.

**Reasoning:** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations. Ability to define problems, collect data, establish facts, and draw valid conclusions.

**Physical Ability:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This work is performed indoors and outdoors with the employee sitting, standing, walking, bending, crouching, carrying pulling, balancing, kneeling, or stooping and may require physical exertion over moderately long periods of time. The employee may lift light to heavy objects and use equipment requiring a high degree of dexterity.

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate sounds and visual cues or signals, distinguish between shades of color, and utilize a sense of smell. Some tasks require the ability to communicate orally.

**Equipment, Tools, and Materials Utilization:** Requires the ability to operate, maneuver and/or control the actions of equipment, tools, and/or materials used in performing essential functions such as computer, heavy equipment, and county vehicles. Also requires the ability to handle basic tools such as packing tools, socket wrenches, power tools, and screwdrivers.

**Environmental Factors:** Essential functions are regularly performed indoors and outdoors, occasionally in cold or inclement weather, or within water, and may require the use of protective devices such as masks, goggles, and gloves. The work may require it to be performed in a very noisy place. The employee is exposed to dust, dirt, grease, machinery with moving parts, raw sewage, and contagious or infectious diseases or irritating chemicals.

**Travel:** This position may be required to travel to training throughout the region, conferences, commission meetings, or other meetings. Must possess a valid driver's license and have access to reliable transportation. This position sometimes requires you to attend meetings or conferences outside of normal work hours.

Hart County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

I, the employee, understand that this document is not to be construed as a contract, either implied or elicited. All information contained herein is merely an attempt by Hart County to explain the essential duties that I am expected to perform. I understand that, at my supervisor's discretion, additional duties and responsibilities may be placed upon me at any time.

Employee's Signature and Date: \_\_\_\_\_

Supervisor's Signature and Date: \_\_\_\_\_





## **MEMORANDUM**

Terrell Partain,  
County Administrator  
September 19, 2025

RE: Item 13 A Request to Bid Tanker for Fire Department

The fire department has looked for the past year for used 4000 gal. tankers. None have been found that are usable for our needs. We are requesting a request for bids on a new one. The bid documents are attached.

**HART COUNTY BOARD OF COMMISSIONERS**  
**800 Chandler Street**  
**HARTWELL, GA 30643**

**DATE: September 23, 2025**

**BID NOTICE**

Sealed bids for a **New Tandem axle 4000-gallon Tanker / Tender** subject to the conditions and provisions set forth in the attached bid package will be received at the Hart County Board of Commissioners office until Thursday, October 23, 2025 at 3:00 pm. The commodities and/or services must be furnished as described and specified in this package.

Bids must be received either via mail or hand delivered in a **sealed envelope**. Faxed or emailed bids cannot be accepted.

Please address mailed bids, Fed-Ex, UPS, or hand delivered bids to:

Atten: Jean Teasley  
HART COUNTY BOARD OF COMMISSIONERS  
800 CHANDLER STREET  
HARTWELL, GA 30643

Also, please show the following on the **OUTSIDE** of the envelope:

**BID FOR: New Tandem Axle 4000-Gallon Tanker / Tender and the name of your company**

**NOTE:** Some "Next Day" deliveries may not get delivered to this office prior to the bid opening. Please be aware of this and make arrangements to have your bid here on time, as late bids will be rejected.

**NOTICE:** If you are downloading this information from a web page, you must register with Hart County at the contact information listed in **Section IV, Interpretations or Addenda** or via email at [jconwell@hartcountyga.gov](mailto:jconwell@hartcountyga.gov) This is the only way Hart County can be sure that you receive all addendum and relevant information for this bid.



**HART COUNTY FIRE DEPARTMENT  
BIDS FOR New Tandem Axle 4000 gallon Tanker/Tender**

**DATE BIDS DUE: Thursday, OCTOBER 23, 2025 at 3:00 p.m.**

**BID FORM  
HART COUNTY BOARD OF COMMISSIONERS  
800 CHANDLER ST., HARTWELL, GA 30643**

The (Company) \_\_\_\_\_

submits herewith Bid in response to bid request in this package, and in compliance with the description(s) and/or specification(s) attached hereto:

**NOTE: You must sign and complete the Bid Supplemental Form and Contractor Affidavit.**

**PRICE:**

\_\_\_\_\_

Price in Numbers

\_\_\_\_\_

Additional price

The following Addenda to the Bidding and Contract Documents are acknowledged:

Addendum No: \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No: \_\_\_\_\_ Dated: \_\_\_\_\_

OFFICIAL COMPANY ADDRESS \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

TITLE \_\_\_\_\_ PHONE \_\_\_\_\_

DATE \_\_\_\_\_ FAX \_\_\_\_\_

Corporate Seal (if applicable)

**BID SUPPLEMENTAL FORM  
HART COUNTY BOARD OF COMMISSIONERS**

DATE: \_\_\_\_\_

NOTICE: *Hart County Purchasing Policy prohibits awards to a (1) county employee, (2) employee of a constitutional officer, (3) a Board of Commissioner Member, (4) Constitutional Officer or to a company/business where a county employee/Constitutional Officer holds any interest. These prohibitions also apply to immediate family members of those listed above. By signing below, you are confirming that these prohibitions do not apply to your company/bid.*

References: Name, Title, Organization Phone Number, and email address

1.

2.

3.

The \_\_\_\_\_ (Bidder) takes the following exceptions to the specification and bid documents:

**(Important: See section IIb)**



CONTRACTOR AFFIDAVIT AND AGREEMENT OF COMPLIANCE WITH GEORGIA LAW  
13-10-91 (1/1/10)

By executing this affidavit, the undersigned contractor verified its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is contracting with the Hart County Board of Commissioners has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the Hart County Board of Commissioners, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the (name of the public employer) at the time the subcontractor(s) is retained to perform such service.

\_\_\_\_\_  
EEV/Basic Pilot Program\* User Identification Number

\_\_\_\_\_  
BY: Authorized Officer or Agent Date

\_\_\_\_\_  
Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent  
SUBSCRIBED AND SWORN BEFORE ME ON  
THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public  
My Commission Expires:

\_\_\_\_\_  
\* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration(SSA).

Contact Chief Jerry Byrum or John A. Boudway, HCFD, for any questions concerning the bid.

Chief Jerry Byrum  
800 Chandler Street  
Hartwell GA 30643  
706-856-5325 or 706-371-4376  
E-mail: [hcfchief@hartcountyga.gov](mailto:hcfchief@hartcountyga.gov)

John A. Boudway  
800 Chandler Street  
Hartwell GA 30643  
706-460-6079 or Cell 706-680-2400  
E-mail: [ltjboudway@gmail.com](mailto:ltjboudway@gmail.com) or [jboudway@hartcountyga.gov](mailto:jboudway@hartcountyga.gov)

#### **I. GENERAL INFORMATION FOR BIDDERS**

Hart County reserves the right to reject any or all bids, further negotiate with one or more bidders, and waive any technicalities or informalities if it is deemed in the best interest of the County. Hart County assumes no responsibility in the costs incurred by the bidder in preparing a response.

The Hart County Board of Commissioners reserves the right to waive technicalities, to accept or reject any and all bids or proposals and to waive any irregularity in any bid or proposal received, to award the entire bid or proposal to one vendor or multiple vendors or to make awards by group or location, whichever is in the best interests of Hart County.

It is the bidder's responsibility to verify all quantities and specifications are met to perform the work as specified herein, before submitting their bid. The price submitted shall include all labor and materials for completion of the work. In the event of a conflict between these specifications and any referenced specifications the higher quality specification shall supersede. Quantities listed are approximate and may be varied at the discretion of the Owner.

All measurements given on the list of work to be done are approximate. It is the contractor's responsibility to verify all quantities and measurements necessary to perform the work as specified herein, before submitting their bid.

Bids submitted and prices submitted shall be valid for 90 days after submittal of bids. After this 90-day period, the bidder has the right to withdraw his pricing or be awarded the work at the bid price should the County choose to award this work. If only one bid is received the County may choose not to open the bid and solicit additional bids prior to opening all bids in a public meeting.

## **II. PREPARATION OF BID**

- A. **Bidders must submit bids on the proposal forms provided.** Additional materials can also be included with the bids. Complete the bid form, bid supplemental form, and contractor affidavit. Place the bid in both numbers and words on the bid form in the space provided. In the event of a conflict between the number and words bid the price in words shall be used. Place bid within an envelope addressed:

**Atten: Jean Teasley**  
Hart County Board of Commissioners  
800 Chandler Street  
Hartwell, GA 30643

Place on outside of envelope(s):

- 1) **NEW 4000-Gallon Tanker / Tender** along with your company name.
- B. Any deviations (exceptions) from the bid specifications must be included on the Bid **Supplemental form**. Such deviations may be evaluated by the Owner in making a final determination as to the selection of a bidder.
- C. Submit proposals filled out in ink or typewritten, without erasure, interlineations, or changes. No bid changes will be permitted to be placed on the outside of the envelope. If a bidder desires to change the bid prior to the deadline for acceptance, the bidder may remove and place the revised bid in a new sealed envelope.
- D. Make proposals in the name of the principal and if it is a partnership, give the names of all parties. Give the exact post office address. If an agent submits proposals, provide satisfactory evidence of agency authority with the proposal.

## **III. BIDDER'S RESPONSIBILITY**

- A. Before submitting their bid, the Bidder shall carefully perform all necessary investigations to inform themselves thoroughly as to the specifications needed for this work.

## **IV. INTERPRETATIONS OR ADDENDA**

Any questions concerning this invitation should be directed via fax or mailed to:

Terrell Partain  
County Administrator,  
800 Chandler Street  
Hartwell, GA 30643  
Fax: 706-376-9477

Hart County reserves the right to reject any or all bids, to further negotiate with one or more bidders, and, to waive any technicalities and informalities, and to accept the bid deemed to be in the best interest of the County.

No oral changes or interpretations shall be made to any bidder regarding the bid Documents or any part thereof. Every request for an interpretation shall be made in writing via fax or mail to: Terrell Partain, Hart County Administrator, at the contact information above.

Any inquiry received five or more days prior to the date fixed for acceptance of bids will be given consideration and addressed to all known bidders in the form of an Addendum. Any changes or interpretations to the specifications shall also be in the form of an Addendum to the Bid Documents. All Addenda will be faxed and mailed to each person holding Bid Documents, but it shall be the bidder's responsibility to make inquiries as to the Addenda issued. All such Addenda shall become part of the Bid Documents, and all bidders shall be bound by such Addenda, whether or not received by the bidders. It shall be the bidder's responsibility to ensure delivery of any and all requests for interpretations.

#### **V. OTHER REQUIREMENTS**

Should the contractor, in the opinion of Hart County representatives, fail to comply with any requirements of these specifications, the County may delay work until such requirements are satisfactorily met.

Any quantity listed is approximate and/or estimated. The Contractor shall verify all quantities. Hart County reserves the right to reject any or all bids, to further negotiate with one or more bidders, and, to waive any technicalities and informalities, and to accept the bid deemed to be in the best interest of the County.

This bid package and any subsequent bid addendum are the specifications and contract documents for this project. The County must approve any variance from the required specifications in writing. If there is a conflict between these specifications and any referenced specifications, the higher quality specification shall be applied.

#### **VI. TECHNICAL SPECIFICATIONS**

##### **SCOPE**

This specification details design and materials criteria to afford the safe transportation of water for the purpose of firefighting duties. This unit is to be a new unit 2025 or newer.

\_\_\_\_\_ Comply                      \_\_\_\_\_ Exception



**SPECIFICATIONS:**

**Overall height not to exceed 10 feet**

**Tank Configuration**

Modified elliptical, or flat side "O" round design

Tank configuration 4000-gallon low profile tank design

14' Long X 5'4" Tall X 90" Wide Tank Size (4000 gallons)

¼" carbon steel construction / bottom, end plates, 3/16" gauge carbon steel baffles & top

¼" saddle between subframe, and tanker

Inset tank ends with break for added strength

Two baffle each cross baffles / 2" tubular bracing with gussets

14' of 3" internal plumbing each tank / to pressurize the rear outlets

Includes internal Coltar coating, **(or equivalent)**

Internally mounted zinc anodes for rust inhibitors.

20 X 10" Betts vented man way **(or equivalent)**

3" fire hydrant fill w/ 2 ½" fire hose adapter.

Lifting eyes at all four corners.

Rear mounted Ladder for easy access to manway not to exceed the top of the tank.

Carbon steel fenders are welded to the tanker based on chassis C/A 130"

All DOT lights as required (brake, stop, reverse running)

Primed, and painted "RED" includes clear coat finish

\_\_\_\_\_ Comply      \_\_\_\_\_ Exception

## Pump & Spraying System

Hot shift PTO for an Allison transmission

Direct mount PTO pump / installed

External PTO, and throttle controls / located at the pump for operator ease

Complete hyd. system / design to operate chassis at low RPM, but maximize pump speed  
Hydraulic reservoir 30 gallons / filtering system / hoses, fittings / vented fill cap Berkeley  
4" X 4" Self-priming pump hydraulically driven /rated @700GPM (**or equivalent**)

The fully hydraulic system is designed to maximize the chassis life by operating the engine at a low RPM (900-1200 RPM), while operating water pump at the required RPM (**Berkeley 2100 RPM / Flow-max 3100 RPM**) (**or equivalent**)

Complete hyd. system / design to operate chassis at low RPM, but maximize pump speed  
Hydraulic reservoir 30 gallons / filtering system / hoses, fittings / vented fill cap Berkeley  
4" X 4" Self-priming pump hydraulically driven /rated @700 GPM (**or equivalent**)

Aluminum dirt shields up pump assembly

Self-loading system for Berkeley pump (**or equivalent**)

One rear mounted 2 1/2" pressurized outlets with ball valve

One rear 2 1/2" intake

One rear mounted 6" inlet with ball valve

Minimum 6" air operated rear dump valve

One driver side mounted 2 1/2" inlet w/ ball valve

One curb side 2 1/2" inlet w/ ball valve

Curb side, and driver side 2 1/2" pressurized outlets with ball valve

In-cab controls for all functions

Separate air switch for each spray head

\_\_\_\_\_Comply \_\_\_\_\_Exception

### **Emergency Lights / Siren / Reflective safety tape**

Includes four, (4), Whelen 600 series RED LEDs on each corner of the top of the tank (2) ON THE DRIVERS SIDE, (2) ON THE PASSENGERS SIDE

Includes Two (2) Whelen 600 series LED's top rear of tank, ONE RED, ONE AMBER

Includes Two (2) Whelen 700 series RED LED's front grill

Includes Two (2) Whelen 700 series RED LED's, one mounted over drivers' side front tire, one mounted over passengers' side front tire.

1- 54" Whelen LIBERTY™ II SOLO™ with takedown lights and alley lights / lens patterns RED, CLEAR, and AMBER w/ monetary switch panel, in-cab controls, mounted

Includes 4" LED work lights 2-mounted at the rear, 2-mounted at the front corners of the tank, and one at the pump assembly

RED, YELLOW conspicuity tape on the back of the tanker, and fenders

Whelen 295 Series Electric Siren and 200-watt Speaker mounted, (or equivalent)

\_\_\_\_\_Comply \_\_\_\_\_Exception

### **Hose, tool storage / potable tank mounts**

Three under body toolboxes.

- 1) 1 - 48" X 24" X 24" aluminum toolboxes, one curb side under tank in front of tandems
- 2) 2 - 24" X 24" X 24" mounted on each side of the extended rear bumper

Dual stainless steel "T" handles lockable latches

Gas shock assisted side opening doors

8 -Side mounted rungs, (4 Drivers side, 4 Passenger side), tank rest with lunette eyes for securing drop tank to the side of the 4000-gallon tanker

\_\_\_\_\_Comply \_\_\_\_\_Exception

### **Sub Frame assembly**

6" heavy duty sub frame assembly welded to tanker

carbon steel construction Sub-frame design for all US manufactured over the road chassis

Welded mounting brackets with gussets

Chassis drilled & line bored

Sub slate material UHMW for chassis protection

Grade “8” mounting bolts Sub frame 14ft long / applicable with tandem axle chassis design

24” extended rear bumper includes expanded metal bottom

\_\_\_\_\_Comply \_\_\_\_\_Exception

### **Completion & Chassis Information**

#### **Overall height not to exceed 10 feet**

Mounted on a new Freightliner 2026 108SD tandem axle chassis, **(or equivalent)**

Equipped with a Cummins L9, 330HP @ 2000RPM, 2200 Gov/ 1000LB/FT @ 1400 RPM, **(or equivalent)**

Cummins engine brake, **(or equivalent)**

Vertical exhaust

Allison 3000 RDS 6 speed automatic transmission

16,000lb front spring suspension

40,000lb Hendrickson RT403 rear suspension, **(or equivalent)**

54,000GVW

5:86 gear ratio

Double frame

Single 60-gallon driver side aluminum fuel tank

**RED** in color.

Air conditioning.

Air brakes.

Air ride driver's seat.

Continental HAU/3 WT, 315/80R22.5 20 ply front tires mounted on aluminum bud front wheels, **(or equivalent)**

Continental, HDR2 11R22.5, 14 ply, rear tires, **(or equivalent)**

12-volt battery plugin

12-volt Kussmaul 1200 battery charger with auto eject.

Truck to include all new Freightliner factory warranty, **(or equivalent)**

Price includes PTO.

PTO pump installed for an Allison transmission.

Air supply inlet with auto ejects for maintaining air pressure when parked at the station.

\_\_\_\_\_Comply      \_\_\_\_\_Exception

***Must take possession within 90-120 days from order date.***

**End of Bid Package**





## **MEMORANDUM**

Terrell Partain,  
County Administrator  
September 19, 2025

RE: Item 13 B Request for Credit for experience EMS

The EMS Director is requesting that a Paramedic hire, Brian Burell be given credit for experience for 4 years, Retroactive to his full-time hire date.



## **MEMORANDUM**

Terrell Partain,  
County Administrator  
September 19, 2025

RE: Item 13 C Request for Credit for experience Jail

The Sheriff is requesting credit for experience of 4 years for Delbert Unbert, a newly hired Certified Detention officer at the jail.



## **MEMORANDUM**

Terrell Partain,  
County Administrator  
September 19, 2025

RE: Item 13 D Request for Credit for experience SO Dispatch

The Sheriff is requesting credit for experience of 4 years for Heather Marie Mooney, a newly hired Certified Communication officer at the Sheriff's Office.