



**Charlton County Board of
Commissioners
Regular Meeting Agenda**
Commissioners Conference Room
68 Kingsland Drive, Suite B
Folkston, GA 31537
Thursday, January 8, 2026 – 6:00 PM

Call to Order

Invocation and Pledge to the Flag

Adoption of the Agenda

Annual Appointments and Adoptions

1. Motion to Appoint the 2026 Board of Commissioners Chairman
2. Motion to Appoint the 2026 Board of Commissioners Vice Chairman
3. Motion to Appoint Madeline Nettles the 2026-2027 County Clerk
4. Confirm Appointment of Remington East of Joe East Law as County Attorney
5. Motion to Approve the 2026 Board of Commissioners Meeting Calendar

Adoption of Minutes

6. Motion to adopt the December 18th, 2025 Regular Meeting Minutes

Presentations

7. Hear Presentations from 4-H Students attending District Project Achievement in February
 - A. Presentation from Jazmine Newvine, 11th Grade 4-H Representative from Charlton County High School, on "How Technology Affects Children"

Public Hearings

Petitions

Purchasing Items

Grants and SPLOST Project

Agreements

Ordinances

Resolutions

Miscellaneous

8. Motion to Approve the 2026 Qualifying Fees
9. Receive November 2025 Monthly Progress Report

County Attorney's Action Items

10. Motion to Enter Executive Session to Discuss Personnel

Public Comments

Public Comments are limited to 3 minutes.

County Administrator Comments

Commissioners' Comments

Next Meeting

Adjourn

2026 Charlton County BOC Meeting Calendar

Meetings held on 1st and 3rd Thursday each month

Time	Date	Location	
6:00 PM	8-Jan	Commission Chambers	Meetings for January changed due to New Year's Day
6:00 PM	22-Jan	Commission Chambers	
6:00 PM	5-Feb	Commission Chambers	
6:00 PM	19-Feb	Commission Chambers	
6:00 PM	5-Mar	Commission Chambers	Capital Connection Conference, Atlanta, March 4-5
6:00 PM	19-Mar	St. George	
6:00 PM	2-Apr	Commission Chambers	
6:00 PM	16-Apr	Commission Chambers	
6:00 PM	7-May	Commission Chambers	
6:00 PM	21-May	Commission Chambers	
6:00 PM	4-Jun	Commission Chambers	
6:00 PM	18-Jun	St. George	
6:00 PM	2-Jul	Commission Chambers	
6:00 PM	16-Jul	Commission Chambers	
6:00 PM	6-Aug	Commission Chambers	
6:00 PM	20-Aug	Commission Chambers	
6:00 PM	3-Sep	Commission Chambers	
6:00 PM	17-Sep	St. George	
6:00 PM	1-Oct	Commission Chambers	
6:00 PM	15-Oct	Commission Chambers	
6:00 PM	5-Nov	Commission Chambers	
6:00 PM	19-Nov	Commission Chambers	
6:00 PM	3-Dec	Commission Chambers	
6:00 PM	17-Dec	Commission Chambers	

Commission Chambers, Annex Building, 68 Kingsland Drive, Folkston, GA

St. George Meetings held at the Fire Station, 13063 Florida Avenue, St. George, GA

**Charlton County Board of Commissioners
Regular Meeting Minutes
Commissioners Conference Room
68 Kingsland Drive, Suite B
Folkston, GA 31537
Thursday, December 18, 2025
6:00 PM**

12/18/2025 - Minutes

Call to Order

The meeting was called to order at 6:00 PM.

Present was Commissioner Jesse Crews, Chairwoman Alpha Benefield, Vice Chairman Luke Gowen, Commissioner Drew Jones, Commissioner James Everett, County Attorney John Adams, County Administrator Rebecca Harden, and County Clerk Madeline Nettles.

All guests are recorded hereafter.

Invocation and Pledge to the Flag

The invocation was led by Vice Chairman Gowen.

Adoption of the Agenda

Commissioner Crews made a motion to Approve the Agenda as presented. Commissioner Everett seconded the motion. The motion passed unanimously.

Adoption of Minutes

1. Motion to adopt the December 4th, 2025, Regular Meeting Minutes

Commissioner Crews made a motion to Adopt the Minutes as presented. . Vice Chairman Gowen seconded the motion. The motion passed unanimously.

Presentations

AB introduced.
MN read.

2. Presentation from Attorney Anna Ensley

Attorney Anna Ensley presented.

Attorney Ensley was born in Columbia, SC, but she grew up in Cook County, Georgia. Attorney Ensley describes herself as a "proud Army brat."

Attorney Ensley went to VSU where she got her bachelors degree and then she went to Mercer for law school. Attorney Ensley passed the bar in 2001, and has just passed 24 years practicing law. Attorney Ensley was a law clerk for 3 years and then went into private practice after that. Attorney Ensley then went to work for GA legal services for 3 years following that, defending Domestic Violence victims. Attorney Ensley went back to private practice, which she has been doing since 2021 in Camden County.

Attorney Ensley practices family law, does a lot of business in the Juvenile courts in surrounding areas as Guardian Ad Litem and as parent attorneys, does wills and estates, has previously worked

with criminal law here and there, and represented the City of Ray City for a short time. Attorney Ensley currently serves as Code Enforcement prosecutor and serves as personnel hearing officer for Charlton County.

Attorney Ensley's husband is her paralegal and is currently in school to hopefully join the firm as an attorney in the future.

3. Presentation from Attorney Remington East

Attorney Remington East presented.

Attorney East practices with father, Joe East, in Camden County.

Attorney East is originally from Waycross, GA but currently lives in Fernandina Beach, Florida. Mr. East went to the University of Florida for his bachelors degree and then attended Florida Coastal School of Law in Jacksonville, Florida, where he served on Law Review while there. Attorney East graduated from Florida Coastal in 2016, passed the bar in 2016 and was admitted to the Georgia bar in 2016 as well.

Attorney East was a clerk, as well has had an internship with the District Attorney's office in Glynn County while in law school.

Attorney East's law firm specializes in litigation and civil defense. Attorney East has worked as indigent defense attorney in the State Court for several years. Attorney East also works in juvenile court in Camden with DFCS cases.

Mr. Joe East, Attorney East's father was also present. Mr. East's firm has a large criminal defense practice. The firm would not want to do any prosecutions of county ordinances, as they do not want to give up their criminal practice. The firm would be grateful to represent Charlton County and appreciates the opportunity to be considered.

Attorney East is also the bar president in Camden County.

4. Presentation from Tiffany Yearwood, Director of Emergency Management on CodeRed

Commissioner Gowen was excused from the meeting at 6:12 PM.

Tiffany Yearwood, Director of EMA, presented status updates on emergency notification services.

The county has been using Code Red. In November, Code Red experienced a cyber breach that has rendered them unable to provide services. The county is still covered under the state emergency alert system.

Director Yearwood has spoken to County Attorney Adams about the cancellation of Code Red contract. Director Yearwood intends to bring 3-4 vendors to the board for consideration to replace Code Red.

Commissioner Gowen returned to the meeting at 6:13 PM.

Integration into IPAWS is essential and is one of the priorities Director Yearwood is considering in her search for replacements.

Director Yearwood has drafted a cancellation letter notifying Code Red that they are in breach of service. Director Yearwood's understanding from County Attorney Adams is that the county is within

their right to cancel.

Director Yearwood's question to the board is whether to cancel now or to cancel and accept a replacement at the same time. Commissioner Crews asked what Director Yearwood's recommendation is. Director Yearwood recommends canceling now, since the county has other options in the interim.

Code Red has only been able to recover a low number of subscribers from March, despite the hundreds of subscribers listed when Director Yearwood joined the county. The renewal date for the county's contract with Code Red was for October. However, the county does not pay for the new contract until next fiscal year.

Chairwoman Benefield asked for clarification on the payment. There was a month of service between the contract renewal and the cyber breach. The county could possibly be charged for that month of services, but that would be the only cost. Chairwoman Benefield requests that Code Red be contacted to confirm the amount the county would owe for those services.

Commissioner Crews made a motion to Approve the Cancellation Letter. Commissioner Everett seconded the motion. The motion passed unanimously.

Public Hearings

Petitions

5. Consider Variance Request from Dream 12 Properties.

Donald Glover, of Code Enforcement, Permitting, and Building Inspection was present to discuss the variance request.

Variance request does not meet the setback requirements.

Commissioner Jones asked how short it is from meeting the requirement. Mr. Glover said the home current setback is about 11ft, meaning two sides are short.

Commissioner Gowen asked if the drawings were approved ahead of time. The drawings are not approved by Code Enforcement/Building Inspection ahead of time. It is the owners responsibility to ensure that the setback is met.

Commissioner Jones asked if the moving companies are bonded, because when the company leaves after installation, the homeowners are stuck with the issues created by the moving companies.

Mr. Glover first found issue with the setback when he went to do the first inspection.

Commissioner Jones asked what the 15 ft setback requirement is for. The setback requirement is based on county ordinance.

Commissioner Gowen stated that the county has denied others for the same issues previously. No hardship has been filed regarding this case.

The mobile home has already been set.

Commissioner Jones asked if the adjacent property owners have been contacted. Mr. Glover has not contacted them.

Shondy Monroe, the petitioner, spoke. They had measured the property line before mobile home

was installed. Mrs. Moore discussed situation from her perspective.

Joanna Powell, Director of Community Development stated that county is also at fault for not measuring during first inspection, due to the new trainee. The mobile home was already set and and hooked up when the trainee conducted the inspection, but the trainee failed to measure. Mr. Glover caught the measurements.

Commissioner Gowen asked for County Attorney Adams' opinion. County Attorney Adams said it would be appropriate to approve the variance request, given the county's failure to measure properly.

Commissioner Jones made a motion to Approve the Variance Request, based on County Attorney Adams Recommendation. Commissioner Everett seconded the motion. The motion passed unanimously.

6. Petition for Alleyway Abandonment from Orival Thompson Jr.

County Clerk Nettles discussed the alleyway abandonment request.

County Attorney Adams described how the county would keep the drainage ditch after abandoning the alleyway. The county will reserve the easement for the ditch in the deed when abandoning the alleyway. County Attorney Adams needs the drainage ditch specifications in order to ensure it is recorded in the deed correctly.

Commissioner Crews made a motion to Approve the Abandonment of the Alleyway with the Easement for the Drainage Ditch. Vice Chairman Gowen seconded the motion. The motion passed unanimously.

7. Petition for Alleyway Abandonment from Rocky Harrington III

Commissioner Jones thanked Mr. Monroe for cleaning up some properties and making the county look better.

County Clerk Nettles explained the previous approval for the alleyway abandonment and the situations that led to the process not being completed.

Vice Chairman Gowen made a motion to Amend the previous action to approve the alleyway abandonment under the new alleyway abandonment process. Commissioner Jones seconded the motion. The motion passed unanimously.

Purchasing Items

Grants and SPLOST Project

8. Motion to Execute the 2026 LMIG Project list and application

The county is trying to get all of the roads paved in the same community to complete that area's paving projects. The road on the list is one of the final remaining roads.

Interim County Administrator Harden said additional funding, outside of the LMIG project award, will come from TSPLOST.

Vice Chairman Gowen made a motion to Approve the 2026 LMIG application and project list. Commissioner Crews seconded the motion. The motion passed unanimously.

Agreements

9. Motion to Execute the Annual Agreement with Ground-Water Services, Inc. for Annual Methane and Surface Water Monitoring

The proposal is for the same prices as last year. 2026 will be the last year of required reporting.

Commissioner Jones made a motion to Approve the annual agreement with Ground-Water Services, Inc. Vice Chairman Gowen seconded the motion. The motion passed unanimously.

10. Motion to Execute an Agreement with Deborah "Sami" Luffman for EMT and Paramedic Training Services

The agreement features the same provisions and costs as the 2025 agreement did.

Vice Chairman Gowen made a motion to Approve the Annual Agreement with Deborah "Sami" Luffman for EMT and Paramedic Training Services. Commissioner Everett seconded the motion. The motion passed unanimously.

11. Motion to Execute a Mutual Aid Agreement with the U.S. Department of the Interior Fish and Wildlife Service

County Attorney Adams looked over the agreement and had no concerns. There had been no substantial changes to the agreement made.

Vice Chairman Gowen made a motion to Approve the Mutual Aid Agreement with the US Department of Interior Fish and Wildlife Service. Commissioner Crews seconded the motion. The motion passed unanimously.

12. Motion to Excute an Agreement with IWorq Services for Permit and Code Enforcement

Director Powell explained the agreement. The county previously had both permitting and fleet management software. The county has requested to cancel the fleet program since the county uses the Enterprise Fleet management system. To cancel the IWorqs fleet management software, the county must execute a new agreement just for the code enforcement and permitting software.

Commissioner Jones made a motion to Approve the agreement. Commissioner Crews seconded the motion.

County Attorney Adams had comments on the agreement, after reviewing it. County Attorney Adams recommends amending the portion of the contract that says litigation will be heard in the State of Utah, amending the agreement from 3 years to only 1 year, and changing the term to run from January to December.

Commissioner Jones rescinded his original motion. Commissioner Crews rescinded his second.

Vice Chairman Gowen made a motion to Approve the Agreement Contingent upon the Recommended Changes. Commissioner Crews seconded the motion. The motion passed unanimously.

Ordinances

Resolutions

Miscellaneous

13. Motion to Approve the November 2025 Financial Report
Commissioner Crews made a motion to Approve the November 2025 Financial Report. Vice Chairman Gowen seconded the motion. The motion passed unanimously.
14. Motion to Approve FY25 Budget Amendment #1
Interim County Administrator Harden has taken the additional revenue the county collected over the year and has reallocated it to the departments listed below. Several departments are over their entire budget for the year, and the county cannot pay some of these bills until budget is amended.

Financial Administration is over budget due to the hospital project and several software purchases that were not budgeted.
EMS is over budget due to overtime.

The budget may have to come back in January for a final amendment when all new revenue has been posted to finalize.

Commissioner Jones made a motion to Approve FY25 Budget Amendment #1. Vice Chairman Gowen seconded the motion. The motion passed unanimously.
15. Motion to Adopt the 2026 County Holiday Calendar
No major changes were made to the calendar from the current year.

Vice Chairman Gowen made a motion to Approve. Commissioner Everett seconded the motion. The motion passed unanimously.
16. Motion to Appoint Jesse Crews to the Fire Board
Vice Chairman Gowen made a motion to Appoint Jesse Crews to the Fire Board. Commissioner Everett seconded the motion. The motion passed with 4 votes in favor and Commissioner Crews abstaining.
17. Motion to Appoint Mike Harris to the Fire Board
Commissioner Crews made a motion to Appoint Mike Harris to the Fire Board. Commissioner Everett seconded the motion. The motion passed unanimously.
18. Motion to Appoint Orival Thompson, Jr. to the Fire Board
Commissioner Jones made a motion to Appoint Orival Thompson, Jr. to the Fire Board. Vice Chairman Gowen seconded the motion. The motion passed unanimously.
19. Motion to Appoint Chip Campbell to the St. Mary's River Management Committee
Commissioner Jones made a motion to Appoint Chip Campbell to the St. Mary's River Management Committee. Vice Chairman Gowen seconded the motion. The motion passed unanimously.
20. Motion to Appoint Russell Barber to the St. Mary's River Management Committee
Commissioner Crews made a motion to Appoint Russell Barber to the St. Mary's River Management Committee. Commissioner Everett seconded the motion. The motion passed unanimously.
21. Motion to Appoint Carla Rodeffer to the Department of Family and Children (DFCS) Board

Commissioner Jones made a motion to Appoint Carla Rodeffer to the DFCS Board. Vice Chairman Gowen seconded the motion. The motion passed unanimously.

22. Motion to Adopt the 2026 Financial Year Budget

All advertising and public hearing requirements are satisfied. The Board will be adopting what has been advertised.

Commissioner Crews made a motion to Approve. Commissioner Everett seconded the motion. The motion passed unanimously.

The digest has been approved as of yesterday. The Tax Commissioner's office is waiting on the bills to be posted. Commissioner Jones asked if once the digest has been approved, could someone walk in and pay it. Interim County Administrator Harden stated that she will ask the Tax Commissioner for clarification.

Public Comments

Public Comments are limited to 3 minutes.

Public comments were heard before the board entered executive session at 6:56 PM.

Ron Williams was present. Mr. Williams thanked the board for taking the initial steps to resolve the issue in Camp Pinckney with the dog problems. Mr. Williams discussed the issue violating the noise ordinance at night and waking up the neighbors in the community, as well as it allegedly destroying property values in the area. Commissioner Gowen asked what law enforcement has said about enforcing the ordinance. Mr. Williams stated that the sheriff told him that each violation would result in a fine. Commissioner Gowen asked if Mr. Williams has spoken to the sheriff since the first time. Mr. Williams has spoken to sheriff several times about the issue.

Commissioner Crews called Mr. Williams the other day about the situation. Commissioner Crews has gotten staff to research the county ordinances and plans to speak with Tyler Harper, Commissioner of Agriculture, about the situation.

Commissioner Gowen has spoken to other people in the neighborhood that are being affected by it as well.

Commissioner Everett asked if the owners are breeding the dogs. Mr. Williams does not believe the owners are breeding them, but instead are bringing the dogs into the neighborhood.

County Attorney's Action Items

23. Motion to Enter Executive Session to Discuss Personnel

Commissioner Jones made a motion to Enter Executive Session to Discuss Personnel and Litigation. Commissioner Crews seconded the motion. The motion passed unanimously.

The board and staff entered executive session at 7:05 PM.

The board exited executive session at 7:31 pm.

Commissioner Gowen motioned to Appoint Remington East as County Attorney. Commissioner Jones seconded the motion. The motion carried unanimously.

Commissioner Gowen motioned to Retain Anna Ensley as Charlton County's attorney for Code Enforcement prosecution and as personnel hearing officer.

Commissioner Crews made a motion to Settle Possible Litigation as Discussed in Executive Session. Commissioner Everett seconded the motion. The motion passed unanimously.

County Administrator Comments

Commissioners' Comments

Chairwoman Benefield relayed that Detective Kenny Jones invited the board to Shop with a Cop on Friday, to honor the children that are participating.

Commissioner Crews asked Detective Jones what he spoke with Mr. Williams about in the hall. Detective Jones informed Mr. Williams about possibly taking civil action as well as the Sheriff's office investigating the situation.

Detective Jones discussed other criminal cases which his experience with could potentially assist him in addressing the situation.

Next Meeting

The next regular meeting of the Board of Commissioners is January 8th, 2026, at 6:00 PM at 68 Kingsland Drive, Folkston GA.

The following meeting will be January 22nd, 2026, at 6:00 PM at 68 Kingsland Drive, Folkston GA.

Adjourn

Commissioner Crews made a motion to Adjourn. Vice Chairman Gowen seconded the motion. The motion passed unanimously.

The meeting was adjourned at 7:46 PM.

Alpha Benefield, Chairman

Madeline Nettles, County Clerk

QUALIFYING FEE FOR CHARLTON COUNTY OFFICES FOR 2026

STATE LAW PERTAINING TO QUALIFYING FEES, O.C.G.A. SECTION 21-2-131, REQUIRES EACH COUNTY GOVERNING AUTHORITY TO FIX AND PUBLISH QUALIFYING FEES FOR COUNTY OFFICES NOT LATER THAN FEBRUARY 1 OF ANY YEAR IN WHICH A GENERAL PRIMARY, NONPARTISAN ELECTION, OR GENERAL ELECTION IS TO BE HELD.

County Commissioner	\$180.00
School Board – Dist 1	\$109.20
School Board – Dist 3	\$110.40
School Board – Dist 5	\$110.40
Solicitor General	\$1,050.00

QUALIFYING DATES FOR CHARLTON COUNTY CANDIDATES

POLITICAL PARTY CANDIDATE QUALIFYING BEGINS MONDAY, MARCH 2, 2026 AT 9:00 A.M.

POLITICAL PARTY CANDIDATE QUALIFYING ENDS FRIDAY, MARCH 6, 2026 AT 12:00 NOON

MONTHLY PROGRESS REPORT

CHARLTON COUNTY

November 2025

Program Manager: Kristin Bowie
Health Coach: Jill Sloan
Client Success Manager: Susie O'Brian

Coaching

	Results Coaching Sessions	Follow Up Coaching Sessions
Totals	0	46

Accomplishments from October

- Follow-Up Coaching
 - Coach Jill was onsite and completed 46 - follow-up coaching sessions
- Health Promotion
 - The November healthy break “Navigating the Holidays” was presented on three separate dates. Seven employees attended and learned how to better manage their stress around the holidays.
- Monthly Wellness Resources
 - An email blast & bulk text notification were sent to all wellness participants introducing the monthly health promotion resources that are available on the wellness portal.



Congratulations!

**Navigating the Holidays
Healthy Break Raffle
\$25 Gift Card Winners**

Clyde Lewis
Sandra Bartram
Marquise Davis
Thomas Brantley



Objectives for December

- Follow-Up Coaching
 - Coach Jill will be onsite to finish up the remaining follow-up coaching sessions.
- The December challenge “Maintain Don’t Gain” started December 1st. Five employees are enrolled in the challenge.
 - This challenge is designed to encourage participants to avoid weight gain during the holiday season by limiting alcohol consumption, eating lots of fruits and vegetables, getting adequate sleep, and staying active.
 - Participants will be entered into a \$50 gift card raffle.
- Monthly Wellness Resources
 - Continue to share the monthly health resources available on the wellness portal through email and bulk text notifications.

WHAT'S HAPPENING FOR YOUR HEALTH **ENGAGEMENT HEALTH GROUP**

QUARTERLY CHALLENGE

MAINTAIN DON'T GAIN

Challenge runs December 1st - 28th

Making healthy choices during the holiday season can be a challenge. Engage in healthy, sustainable habits during this 4-week challenge! Track your progress on the Tracking Page of the wellness portal!

DEC 2025

QUARTERLY HEALTHY BREAK

NAVIGATING THE HOLIDAYS

Learn more about how to better manage your emotional well-being during the holiday season. Watch a recording of this presentation on the Learn Page of the wellness portal!

MONTHLY CAMPAIGN

BELLY BREATHING

December 1st - 31st

Belly breathing helps control the nervous system and encourages the body to relax and calm down. Try it out on the Learn Page of the Wellness Portal.

MONTHLY NEWSLETTER

MINDFUL HOLIDAYS

Read this month's newsletter to learn more about how to slow down and be present this holiday season. The newsletter will be delivered to your email.

SCAN

For more information, contact Member Support: MemberSupport@ehg-inc.com