



UPSON COUNTY BOARD OF COMMISSIONERS

Special Called Meeting

Wednesday, January 7, 2026

9:00 A.M.

Thomaston/Upson County Airport Meeting Room

AGENDA

I. CALL TO ORDER

Chairman Dan Brue

II. ATTENDANCE

Chairman Dan Brue

Vice Chairman Benjamin Watson

Commissioner James Ellington

Commissioner Paul Jones

Commissioner Christopher Biggs

County Manager Lonnie Joyce

County Clerk Jessica Jones

County Attorney Heath English

III. NEW BUSINESS

- a. Discussion on updated Resolution and Bylaws for the Archives Records Advisory Board

The Archives Director gave an overview of the Resolution and Bylaws.

BYLAWS
RECORDS ADVISORY BOARD
THOMASTON-UPSON ARCHIVES (DRAFT – To be reviewed 10/22/2025)

1. The Records Advisory Board shall consist of 9 representatives approved by the four parent authorities: the Upson County Commission, the City Council of Thomaston, the Thomaston-Upson County School System, and the Upson Historical Society.
2. At the last regular meeting of each calendar year, or a meeting called for this specific purpose, the Board shall select three officers for the coming year: a chairperson, a vice chairperson, and a secretary.
3. The Board shall meet regularly on the third Wednesday of each quarter of the calendar year. All regular meetings shall be advertised as required by law.
4. Called meetings can be requested upon the agreement of the chairperson and one other member. All called meetings shall be advertised as required by law.
5. All meetings should include the reading of the minutes of the previous meeting and follow a printed agenda prepared by the Archives Director and adopted or amended by the Board in session.
6. A quorum shall consist of three members.
7. The following charges shall be established for Archival services:

20 cents per 8 1/2" x 11" copy on copy machine
25 cents per oversized copy on copy machine
8. The following policies shall generally apply to the donation of special collections, manuscripts, etc., as stated in the Archives Collecting Policy (attached):
 - Such collections shall pertain in substantial measure to the history of Thomaston or Upson County.
 - No restriction shall be placed on the use of these collections other than those imposed by regular and sound research procedures, and legal procedures, i.e. HIPAA and FERPA.
 - No restrictions shall apply to the receipt of genealogical source materials except that this board shall have the authority to refuse any gift of such materials.

deemed to have little worth to the citizens of this community, this power being granted as a means of preserving valuable storage and shelf space.

9. The following policies shall generally apply to non-record type loans and donations and the displays of the same.
 - These materials cannot be accepted if they will preempt storage space needed for archival materials for which this institution has a primary responsibility.
 - These materials cannot be accepted unless they shall be deemed appropriate to the interests of the entire community.
10. These operational procedures can be amended by any vote with a majority of four (4) members present and voting. All proposed changes shall be given to the Board members in advance and in writing.
11. This body shall have the privilege of "executive session" as applicable under the current state of the law.
12. Roberts' Rules of Order shall apply in matters not covered in these procedures.

RESOLUTION

UPSON COUNTY, GEORGIA

Originally adopted: July 12, 1995
As amended, October 18, 1996

WHEREAS, Georgia Records Act, O.C.G.A. 950-18-99, requires the local governments adopt a records management plan; and

WHEREAS, the records of Upson County are public property; and

WHEREAS, these records contain information needed for varying lengths of time for the conduct of public business; and

WHEREAS, these records contain information that retains value as legal, fiscal, administrative, and historical evidence for varying lengths of time to protect the right of the government and its citizens; and

WHEREAS, some records are for varying lengths of time vital for the continuity of government or for the protection of the rights of citizens; and

WHEREAS, the efficient and cost-effective management of records is in the best interest of the government and of the public.

NOW THEREFORE, BE IT RESOLVED, that Upson County authorizes and adopts a records management plan, reflective of the GA Local Governments Records Retention Schedules; the Thomaston-Upson Archives Director is hereby designated as the coordinator of those records in said schedules deemed to have permanent historical value, and is authorized to act for and on behalf of Upson County in directing records management matters for permanent historical records, under the Georgia Records Act;

For all non-permanent records, the County has designated the County Clerk as the Coordinator of the Records Management Plan, and is authorized to act for and on behalf of Upson County in directing all records management matters, under the Georgia Records Act;

County records shall be maintained in accordance with approved retention schedules; and

No records shall be destroyed except as authorized by a State Records Committee approved records retention schedule.

The Thomaston-Upson County Archives Building shall be the repository for permanent historical County records.

BE IT FURTHER RESOLVED, that there is hereby created a Records Advisory Board of 9 members composed from each of the four parent entities: County and City representatives,

Administrators (or representative) from the Thomaston-Upson School System, Board Members (or representatives) of the Upson Historical Society, and the Archives Director (as an employee/non-voting member).

All members shall be initially elected by the following procedure: the Records Advisory Board shall nominate a qualified person with known experience in local history, genealogy, special collections, volunteer recruitment, and/or historical displays, to each of the four parent entities, and each body shall either select or reject to elect the nominee to the Records Advisory Board. Each of the four parent entities may elect two representatives. Members shall initially be elected to two-year terms, and shall be eligible to succeed themselves for one additional term; and, thereafter, shall not be eligible for re-election until the expiration of one year.

Governmental authorities shall reserve the right to make one of their two representatives a non-rotating member. In the event a parent authority shall reject the nominee submitted to them by the Records Advisory Board, additional nominees shall be made until agreement is reached and the election finalized. This nomination process shall occur during the last quarter of the calendar year.

The Board shall meet quarterly, or as needs arise, and respond to any pending administrative or personnel matters.

THIS day of

UPSON COUNTY BOARD OF COMMISSIONERS

By: _____ Dan Brue, Chairman
By: _____ Christopher Biggs, District 1
By: _____ James Ellington, District 2
By: _____ Paul Jones, District 3
By: _____ Benjamin Watson, District 4

Attest: _____
Jessica Jones, County Clerk

b. Updates on Current Projects

Item	Projects	Project Type	Funding	Progress (%)	Budget (\$)	Spent to Date (\$)	Anticipated Completion	Notes
1	Batting Cages for Baseball Field Complex	Design-Build	2022 SPLOST	13	\$ 120,000.00	\$ -	2/28/2026	Have quotes on everything but electrical, which should be done within a week. So far the lowest quote on the poll barn configuration is \$72,000, which includes grading and concrete. Total including netting so far is approximately \$78,000. Electrical will be for lighting. Working out location of transformer with the City. County will purchase
2	Civic Center HVAC Units	Other	2022 SPLOST	5	\$ 137,000.00	\$ -		
3	Sheriff's Office/Detention Center Upgrades	Design-Build	Jail Construction Fund	25	\$ 160,000.00	\$ -	2/28/2026	Furnishings have been ordered. Received second quote on flooring with lowest at \$35,000. Furnishings are at \$94,000. Sheriff indicated new paint desired. We have plenty budgeted for painting.
4	FY 2025 Resurfacing and Restriping Project	Design-Bid-Build	2024 TSPL/2025	14	\$ 8,112,000.00	\$ 38,400.00		Bid opening on 12/5/2025. Lowest bid \$7,792,000.
5	Pobiddy Road Bridge	Design-Bid-Build	2024 TSPL/2025	14	\$ 498,750.00	\$ 23,561.25	2/28/2026	We should have shoring and lifting design plans soon. However, I plan to mobilize the crew Monday the 5 th to begin with prep for rip rap placement and brush clearing under the bridge. Chris has asked for an updated schedule.
6	Government Complex Auditorium Exterior Masonry Restoration	Design-Bid-Build	2022 SPLOST	99	\$ 307,551.00	\$ 246,958.06	12/17/2025	Project is completed. Merik performing final reviews. Final billing to come soon.
7	Bishop Road Emergency Repair	Design-Bid-Build	2024 TSPL/2025	100	\$ 76,250.00	\$ 76,250.00		Project complete
8	FY 2024 Road Resurfacing and Restoration Project	Design-Bid-Build	2024 TSPL/2024	97	\$ 7,387,968.00	\$ 7,141,926.00	1/31/2026	Substantially complete. Some grading and punch list items remain.
9	Lincoln Park Circle Lift Station	Design-Build	2022 SPLOST	45	\$ 594,353.04	\$ 64,635.34	4/1/2026	Pumps and other equipment ordered. Estimated start time is late February/early March. Most submittals have been reviewed and approved by EMC.
10	Drake Building Renovation for Tax Commissioner	Design-Build	2022 SPLOST	40	\$ 347,397.00	\$ 35,000.00		Renovation is moving at a steady pace. Electrical and IT drops were being installed the last several weeks of December.
11	Thurston Well Replacement Project	Design-Build	Water Services Fund/2022 SPLOST	99	\$ 1,184,620.00	\$ 900,774.00	1/31/2026	We have 3 tasks remaining: cutting & capping the old pipe to abandon it, which will be done the first week of the new year, and a little bit of valve work in the old well house, which will take place as soon as we receive the stainless steel materials, and we need to assemble and install the insulated well head cover which is currently onsite. The stainless materials have been ordered for quite a while, so it shouldn't be too much longer. As long as they arrive in the next 1-2 weeks, I'd say we can be complete before
12	Archives Roof	Design-Build	2022 SPLOST	5		\$ 1,650.00		We initially agreed with the assertion that much of the individual slate roofing tiles are in good condition and could be re-used, and some are, but unfortunately, the cleaning revealed that there simply is not enough matching slate in good enough condition for it to be harvested and reinstalled. Initial estimated costs in the range of \$300,000 for new slate. Could be lowered using a fiberglass shingle. Merik looking to a different contractor for an estimate.
13	Jail Roof	Design-Build	Jail Construction Fund	5	\$ 55,000.00	\$ 3,200.00		Merik's recommendation is to abate the wet thermal insulation and retrofit the roofs with a fully adhered fleece back single ply directly to the existing prepared surfaces. Estimated cost is \$55,000.
14	Drake Building Roof	Design-Build	2022 SPLOST	5		\$ 600.00		Merik's recommendation is a full roof replacement. A cost has not been estimated. The project was put on hold as it was first thought that Schneider Electric would cover this as they initially were considered the firm to act as GC for the Drake renovation. Leaking as we know it has been abated for now. Roof condition is as such that it needs replacement in the near future.

c. Discussion on the New Flooring for the Jail

 <p>UPSON COUNTY BOARD OF COMMISSIONERS 106 EAST LEE STREET, SUITE 110 THOMASTON, GA 30286 (706) 647-7012</p> <p>Lonnie Joyce –County Manager Heath English – County Attorney</p>	<p>Dan R. Brue II - Chairman Christopher E. Biggs James Ellington Paul Jones Benjamin Watson</p> <p>- District 1 - District 2 - District 3 - District 4</p>
--	---

Jail/Sheriff's Office Upgrades (Amended)

Date: January 5, 2026

Project

Refloor seven rooms consisting of office spaces and break rooms with LVP. Present flooring is worn out. Same age as the jail/detention center. Additionally, refurbish those rooms with similar types and quality of furniture acquired for the Justice Center. Current furnishings in the Jail are worn out.

All quotes for flooring were not available at the time of this request. However, we have quotes for furnishings and would like to get Board approval to get the furnishings ordered. Staff have used the services of Corporate Environments to find furnishings at statewide contract pricing just as they did for the Justice Center.

The total quoted pricing for the furnishings and installation is as follows:

Furnishings	Contractor/Company	Price
Global Workstations	Global	\$ 57,668
Ancillary Products	Global	\$ 29,762
Installation Services	Corp. Environments	\$ 12,358
Total		\$ 99,789

AMMENDED SECTION

Flooring

Furnishings were previously approved by the Board on December 9, 2025. Flooring quotes were not available at that time.

Two quotes were obtained for flooring. The County has used Middle Georgia on many projects; they are typically the lowest bidder. Their work is of high quality, and they are very timely with installations. We recommend Middle Georgia to replace existing flooring with LVP.

Contractor	Price
Middle Georgia Carpets and Interiors	\$34,297
Zebulon Floor Covering	\$43,481

Funding

Staff believe given the Sheriff's Office, and associated offices and breakroom are commingled with the Jail staffing offices. Breakroom and other rooms are jointly shared this project qualifies for use of funds from the Jail Construction Fund. The present fund balance in that fund is \$524,000.

Recommendation

Staff recommends approval of the furnishings purchase and installation phase of this project, particularly to facilitate order placement as lead times vary. Staff will come back to the Board on flooring once we have sufficient quotes to make a recommendation.



H. Allen Salter, CPA
Chief Financial Officer &
Director of Internal Services

d. Discussion on the New HVAC units for the Civic Center

	UPSON COUNTY BOARD OF COMMISSIONERS 106 EAST LEE STREET, SUITE 110 THOMASTON, GA 30286 (706) 647-7012 W. Jason Tinsley –County Manager Heath English – County Attorney	Dan R. Brue II Christopher E. Biggs James Ellington Paul Jones Benjamin Watson	- Chairman - District 1 - District 2 - District 3 - District 4
--	--	---	---

Civic Center HVAC Unit Replacements

Date: January 5, 2026

Project

Replace two complete units that are down at the Civic Center. These are 30-ton units. RTU# 3 has been out for three years. Unit #1 major components are wearing out. Recommended to replace RTU #1 as well. These are both 30-ton units.

Cost

Facilities staff obtained three separate quotes with the lowest being \$137,000.

Funding

Funding source would be 2022 SPLOST. Balance as of November 30, 2025 is \$4,400,085. The replacement cost was included in the FY 2026 adopted budget.

Recommendation

Recommendation is to install two new units for the Civic Center and use Central Georgia as the contractor. We have considerable experience with them and their total price is lowest among the three.



H. Allen Salter, CPA
Chief Financial Officer &
Director of Internal Services

Dealer	Number	Unit	Total
Central Georgia	2	RTU Units#1 and #3	\$137,000.00
A&B	2	RTU Units#1 and #3	\$161,450.00
Hay Service	2	RTU Units#1 and #3	\$183,100.00

e. Discussion on an Ordinance for Truck Parking in Subdivisions

The board discussed the ordinance for truck parking, but some had concerns with the weight of the truck and would like to have further discussion on it.

APPENDIX B. STANDARDS FOR OFF-STREET PARKING AND SERVICE FACILITIES

Section 106. Truck and Heavy Equipment Parking

Vehicles larger than a regularly maintained pickup or panel truck of 7,500 pounds or greater, gross vehicle weight capacity, tractor-trailer combinations, tractors or trailers shall not be placed, parked or stored in residentially-zoned districts except on lots five acres or greater and shall be located in the rear yard. Vehicles so allowed shall not exceed one in number per lot.

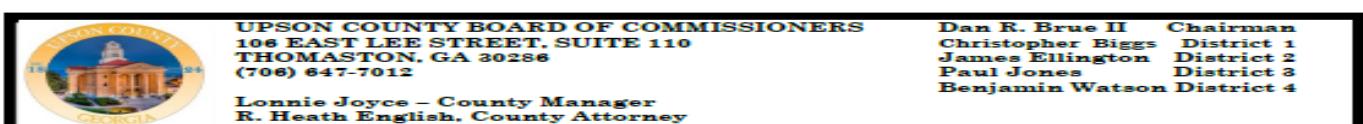
Trucks used or intended for use, for commercial purposes, less than 7,500 pounds gross vehicle weight capacity, shall be limited to no more than one per lot and shall be located in the rear yard, behind the principal dwelling. Such vehicles may not be parked on such lots without a principal structure. Such vehicles shall be temporarily permitted for purposes of loading or unloading merchandise.

Trailers may not be placed, parked or stored with loads or residues or remnants of loads emanating noxious odors, holding unsecured loads or loads that create similar nuisances.

No person shall stand or park a vehicle with a rated chassis capacity in excess of 7,500 pounds or any tractor, semi-trailer, tractor-trailer, trailer, or bus on a local, collector, or arterial street or right-of-way in a residential zone except during the process of loading or unloading such vehicle.

It shall be prohibited in all residentially-zoned districts, to park or store in the open, power-driven construction equipment such as dump trucks, back hoes, bulldozers, skid steers, graders, etc. except during active construction activity.

f. Discussion and Consideration of a Resolution to set the 2026 Qualifying Fees



A RESOLUTION BY THE BOARD OF COMMISSIONERS OF UPSON COUNTY SETTING QUALIFYING FEES FOR THE 2026 ELECTION AND AUTHORIZING PUBLICATION OF SAME

WHEREAS, O.C.G.A. § 21-2-131 requires the governing authority of each county, not later than February 1 of any year in which a general primary, nonpartisan election, or general election is to be held, to fix and publish a qualifying fee for each county office to be filled in the upcoming primary or election; and

WHEREAS, a general primary, nonpartisan election, and general election are scheduled to be held in 2026;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Upson County, as the governing authority of Upson County, does hereby set qualifying fees for candidates for the county offices to be elected in 2026 as set forth in Exhibit "A" attached hereto.

BE IT FURTHER RESOLVED, that the County Clerk is authorized and directed to publish the list of qualifying fees in accordance with the requirements of O.C.G.A. § 21-2-131 no later than February 1, 2026.

THIS RESOLUTION is adopted and made effective this 7th day of January, 2026.

UPSON COUNTY BOARD OF COMMISSIONERS

By: _____
Chairman

Attest: _____
County Clerk

01.2026 Resolution Setting the Qualifying Fees for 2026 Election

EXHIBIT A 2026 Qualifying Fees

Officials	QUALIFYING FEE Base Salary times 3%
Commissioner	\$270.00
Thomaston-Upson County School Board	\$180.00

Thomaston-Upson County Schools
205 Civic Center Drive
Thomaston, Georgia 30286
Telephone 706-647-9621 Fax 706-647-7154

Larry Derico, Ed.D.
Superintendent
Amy Miller, Ed.D.
Assistant Superintendent

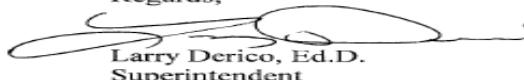
Jacqueline Hollis, *Board Chair*
Jaye Eubanks, *Vice-Chair*
Sheila Hall
Angeline McGill
Scott Roberts
Steve Sadler
Brian Salter

December 1, 2023

TO: Upson County Board of Commissioners
ATTN: Ms. Jessica Jones
County Clerk
RE: Thomaston-Upson Board of Education
2024 Qualifying Fee

During the November 14, 2023 meeting of the Thomaston-Upson Board of Education, the Board voted 5/1 to set the qualifying fee for the 2024 Board of Education applicants at \$180.00.

Regards,



Larry Derico, Ed.D.
Superintendent

g. Discussion and possible consideration on the Board of Commissioners
Meeting dates

The commissioners discussed bringing the 2nd Tuesday board meetings back. The attorney stated that the option was available if need. They would like to have the 2nd meeting back in rotation if there were agenda items.

IV. EXECUTIVE SESSION – Personnel

A motion was made by Commissioner Jones with a second from Commissioners Watson to go into executive session.

Motion passed unanimously.

A motion was made by Commissioner Jones with a second from Commissioners Watson to exit executive session and go back in to regular session.

Motion passed unanimously.

V. ADJOURNMENT

A motion was made by Commissioner Jones with a second from Chairman Dan Brue to adjourn the meeting.

Chairman Dan R. Brue II

Commissioner James Ellington

Chairman Benjamin Watson

Commissioner Christopher Biggs

Commissioner Paul Jones