

TOWNS COUNTY

MINUTES

June 17, 2025 at 5:30 PM

A Regular County Meeting was held on June 17, 2025, at 5:30 PM in the courtroom of the Towns County Courthouse.

I. Meeting Called to Order:

Commissioner Bradshaw called the meeting to order and welcomed all in attendance.

II: Presentation and Adoption of Agenda:

Commissioner Bradshaw presented the agenda, and it was adopted as read.

III: Presentation and Approval of Minutes

The Minutes from the Regular Meeting on May 20, 2025 were presented for approval and Commissioner Bradshaw approved and signed the same as presented.

IV: Presentation/Reports/Proclamations:

V: Old Business: None

VI: New Business: Signed a commitment letter with Legacy Link for FY 2026 in the amount of \$128,257, they oversee the Senior Citizens program.
Signed a facility use agreement with American Red Cross for them to continue using storage at the 911 Building.

Appointed Margie Winkler to the Towns County Board of Health, she will replace Lois Palmer who resigned due to health issues.

VII: Commissioner's Report: Mr. Bradshaw gave new information he learned while attending the ATVG meeting June 9-11 in Oak Ridge, TN. He attends this meeting three times per year. The Executive Director stated they will have news soon and hope it is better news with a shorter completion schedule and only have drawdowns during the winter months. The Community Pavilion at the Towns County Recreation Park is almost complete. The Scottish Festival was a huge success. We send condolences to the family of Jim Melton, an icon in the community he will be missed by all as the girls Varsity Coach.

VIII: Public Questions and Comments: Julie Payne with the Lake Chatuge Chamber of Commerce gave information on the Made In Georgia event on June 28 and 29th at Foster Park.

IX: Adjourn meeting.

With no other business to conduct, the meeting was adjourned at 6:00 PM.


Brenda McKinney, County Clerk


Cliff Bradshaw, Sole Commissioner



128,257
↑
2026

Mr. Cliff Bradshaw
Towns County Sole Commissioner
48 River Street, Suite B
Hiawassee, Ga. 30546

Dear Mr. Bradshaw,

Legacy Link, Inc. the Area Agency on Aging (AAA) for the Georgia Mountains Region administers federal and state funds for the many services for older persons, persons with disabilities, and their families in Towns County. Local match is also required to draw down these funds in addition to other local funds needed to provide the services the Towns County Senior Center projects to provide each year.

The Towns County Senior Center staff are planning fund raisers for FY-2026. They have also projected donations from clients, their families, local organizations and Churches to help meet the local funds needed for FY-2026.

Attached for your review and approval is the FY-2026 Local Share Commitment Agreement for the Towns County Senior Center. Please fill in the amount the Towns County Commission will pay towards the match and additional funding required to operate the Towns County Senior Center in FY-2026. Please let us know by Friday, July 11, 2025 the amount of funding the Towns County Commission will commit to the Senior Center.

We appreciate your continued support of Legacy Link, Inc. and the Towns County Senior Center. We value your commitment to our partnership to benefit the citizens of Towns County. If you have any questions about this request, please call me at (770) 538-2650 or email me at patrylee@legacylink.org.

Sincerely,

Pat Rylee
C.F.O.

cc: Gail Bradley
Ashley Pitts

attachment



Towns County Senior Center
Local Share Commitment Agreement
FY-2026

The FY-2026 local share required to operate the Towns County Senior Center from July 1, 2025, through June 30, 2026, will be \$304,678. These funds will be used to match and supplement federal and state monies for Congregate Meals at the Senior Center, Home Delivered Meals, Wellness Programming and Transportation for Towns County Seniors.

The Towns County Commission hereby approves the services to be offered for the older adults and for individuals with disabilities of Towns County in FY-2026. The Towns County Commission agrees to pay the necessary local share monies in the amount of \$128,257.00 to secure the federal and state monies.

Approved: _____

Cliff Bradshaw

Towns County Sole Commissioner

Date: June 17, 2025

Return by July 11, 2025, to:

Pat Rylee, C.F.O.

Legacy Link, Inc.

P.O. Box 1480

Oakwood, GA 30566

mailed 6-25-25



American
Red Cross

Facility Use Agreement

The American National Red Cross ("Red Cross"), a non-profit corporation chartered by the United States Congress, provides services to individuals, families, and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public, who support the Red Cross with generous donations. The Red Cross's disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner ("Owner") so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

Parties and Facility

Owner: *Note: requesting continued use of supply closet in County bldg. at 1298 Jack Dayton Way., Young Harris GA*

✓	Full Name of Owner	TOWNS County
✓	Address	48 River St Ste B Hiawassee GA 30546
✓	24-Hour Point of Contact Name and Title Work Phone Cell	Marty Roberts EMA Director 706 994 7484
✓	Address for Official Notices (only if different from above)	Towns Co 911 1100 Jack Dayton Circle Young Harris GA 30582

Red Cross:

Chapter Name	Northeast Georgia Chapter
Chapter Address	675 White Sulphur Rd. ste. 230, Gainesville Ga. 30501
24-Hour Point of Contact Name and Title Work Phone Cell	Michael Riemann Community Disaster Program Manager, Northeast Georgia Chapter 678-725-6526 Mike.riemann@volunteer.redcross.org
Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

Facility:

infinite 2004 @ lize.com

Insert name and complete street address of building or, if multiple buildings, write "See attached facility list," and attach facility list, including complete street address of each building that is part of this agreement. If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use.

Terms and Conditions

1. Use of Facility: Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):

Facility Purpose	Owner Initials	Red Cross Initials
Service Center (Operations, Client Services, or Volunteer Intake)		
Storage of supplies	X	X MTR
Parking of vehicles	X	X MTR
Disaster Shelter		

2. Facility Management: The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.
3. Condition of Facility: The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's **Facility/Shelter Opening/Closing Form** to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment in the Facility that the Red Cross should not use. The Red Cross will exercise reasonable care while using the Facility and will not modify the Facility without the Owner's express written approval.
4. Food Services (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate meals at the direction of and in cooperation with the Red Cross Manager. The Food Service Manager will establish a feeding schedule and supervise meal planning and preparation. The Food Service Manager and Red Cross Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies before the Facility is turned over to the Red Cross. When the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the Red Cross's activities at the Facility.
5. Custodial Services (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility. The Facility Coordinator will designate a Facility Custodian to coordinate these services at the direction of and in cooperation with the Red Cross Manager.
6. Security/Safety: In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.
7. Signage and Publicity: The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility. The Owner will not issue press releases or other publicity concerning the Red Cross's activities at the Facility without the

written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

8. Closing the Facility: The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form*, to record any damage or conditions.

9. Fee (*This paragraph does not apply when the Facility is used as a shelter. The Red Cross does not pay fees to use facilities as shelters.*): Both parties must initial one of the two statements below:

a. Owner will not charge a fee for the use of the Facility.

Owner Initials _____ Red Cross Initials x *JHR*

b. The Red Cross will pay \$ _____ per: _____ for the right to use and occupy the Facility
Owner Initials _____ Red Cross Initials _____

10. Reimbursement: Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:

- a. *Damage to the Facility or other property of Owner, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.*
- b. *Reasonable costs associated with custodial and food service personnel and supplies which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.*
- c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility. (Both parties must initial all utilities that may be reimbursed by the Red Cross):*

	Owner Initials	Red Cross Initials
Water		x <i>JHR</i>
Gas		x <i>JHR</i>
Electricity		x <i>JHR</i>
Waste Disposal		x <i>JHR</i>

- d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.
- e. If the disaster is a Federally declared disaster and Owner is a municipal, county, parish, or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to

reimburse the Owner for costs covered by Public Assistance Category B.

11. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers'.

a. Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability.

12. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to claims for bodily injury, death, and property damage arising from the negligence of the Red Cross during the use of the Facility.

13. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

Digital Signature: Each party agrees that either part's execution of this agreement by DIGITAL signature (whether ELECTRONIC or encrypted) is expressly intended to authenticate this AGREEMENT and to have the same force and effect as manual signatures. The term DIGITAL signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures. The use of digital signatures is intended to facilitate more efficient execution and delivery of signed documents.

Towns County

Owner (Legal Name)



By (Signature)

Cliff Bradshaw

Name (Printed)

Sole Commissioner

Title

June 17, 2025

Date

The American National Red Cross

(Legal Name)



By (Signature)

Michael Riemann

Name (Printed)

Community Disaster Program Manager

Title

6/03/2025

Date

Resolution Appointing Margie Winkler to the Towns County Board of Health

Whereas

- Lois Palmer has tendered her resignation from the Towns County Board of Health, leaving a vacancy on the board;
- The Board of Health plays a critical role in overseeing public health initiatives and ensuring the well-being of Towns County residents;
- Margie Winkler has been identified as a qualified and community-focused candidate to fill this vacancy;

Now, Therefore, Be It Resolved

- Margie Winkler is hereby appointed to serve as a member of the Towns County Board of Health;
- Her term shall commence immediately upon the passage of this resolution;
- Margie Winkler shall fulfill the duties and responsibilities associated with this position with the utmost commitment to public health;

Be It Further Resolved

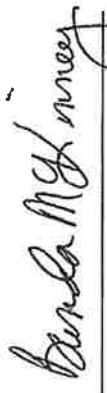
- This resolution acknowledges the contributions of Lois Palmer during her tenure on the Board of Health and expresses gratitude for her service;
- The Towns County Board of Health shall ensure a smooth transition and provide support to Margie Winkler in her new role;

SO RESOLVED this day, 17th day of June 2025, by the Towns County Sole Commissioner.

Adopted By:


Cliff Bradshaw, Commissioner

Attested By:


Brenda McKinney, County Clerk