

TOWNS COUNTY

MINUTES

December 16, 2025, at 5:30 PM

A Regular County Meeting was held on November 18, 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, it was amended to add a Resolution changing Courthouse hours, after this addition it was adopted as read.

III: Presentation and Approval of Minutes

The Minutes from the Regular Meeting on November 18, 2025 and a Called County Meeting November 20, 2025 were presented for approval and Commissioner Bradshaw approved and signed the same as presented.

IV: Presentation/Reports/Proclamations: Sid Turner, Vice-President of the Blue Ridge Mountain Chapter of Sons of the American Revolution presented two metals commending good people in the community. Commissioner Bradshaw received both metals as the recipients Richard Morgan, Courthouse Security and Walker Ross with EMS were not present. Commissioner Bradshaw recognized Betty Phillips retiring County support staff.

V: Old Business: Signed a Resolution removing Brenda Elaine Coleman, the current signer on the EMS checking account and appointing Gregory Taylor as the authorized signer.

VI: New Business: Signed an agreement with the Suburban Propane 1.495 per gallon. Signed Resolution to change the Courthouse house to follow Code of Georgia 15-6-93 that mandates the offices of the Clerk of Superior Court must be open for business Monday through Friday from 9:00 AM to 5:00 PM.

VII: Commissioner's Report Commissioner Bradshaw welcomed Sheriff Anthony Coleman who gave information on the Sheriff's Department drone and recognized David Phillips who is licensed to operate it and meet Federal Aviation Administration regulations. There will be a Public Hearing December 22, 2025 to present the proposed budget and a Called Meeting December 30, 2025 to adopt the budget.

VIII: Public Questions and Comments:

IX: Adjourn meeting.

With no other business to conduct, the meeting was adjourned at 5:45 PM.



Cliff Bradshaw, Sole Commissioner



Brenda McKinney, County Clerk

TOWNS COUNTYAGENDA
County Meeting
December 16, 2025
5:30 pm

- Meeting Called to Order
- Presentation and Adoption of Agenda
- Presentation and Adoption of Minutes
 - County Meeting 11-18-2025
 - Called County Meeting 11-20-2025
- Presentations/Reports/Proclamations
 - Sons of the American Revolution- Sid Turner
 - Retiring County Support Staff- Betty Phillips
- Old Business
 - Remove Brenda Elaine Coleman as signor on EMS checking account and add Greg Taylor
- New Business
 - Sign agreements with Suburban Propane

- Commissioner's Comments
- Public Questions and Comments
- Adjourn meeting.

It is the policy of Towns County that all county sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the (706)896-2276 or email financedirector@townscountyga.com prior to the scheduled meeting or event to request an accommodation.



ATTACHMENT A TO COMMERCIAL PROPANE GAS SALES AGREEMENT FIXED PRICE ARRANGEMENT

THIS ATTACHMENT A TO THE COMMERCIAL PROPANE GAS SALES AGREEMENT ("Agreement") between Suburban and Towns County Employees ("Customer") whose signatures appear below sets forth the pricing terms applicable to the relationship established by the Agreement. Capitalized terms used in this Attachment A, if not otherwise defined herein, shall have the meanings set forth in the Agreement. Unless otherwise expressly stated herein, this Attachment A shall be governed by, and is subject to all of the terms and conditions of, the Agreement. Customer's account number is 21171. The Suburban Customer Service Center serving Customer is # 7446.

this is not good

1. Seller hereby sells and agrees to deliver to Customer, and Customer hereby purchases and agrees to accept delivery of 25000 gallons of Propane (the "Quantity") starting on December 01, 2025, with all gallons to be delivered no later than August 01, 2026 (the "Delivery Period"). If not already paid for by Customer, Seller will invoice Customer for any undelivered portion of the Quantity at the end of the Delivery Period at the price set forth in Paragraph 2 below.

2. In consideration for Customer's agreement to purchase the entire Quantity during the Delivery Period, the price for all gallons that are delivered during the Delivery Period up to the Quantity shall be fixed at 1.745 per gallon, plus applicable taxes. Unless the parties execute a subsequent Attachment, A providing for a fixed price arrangement, any gallons delivered to Customer in excess of the Quantity will be invoiced at Seller's then current per gallon sales price charged to the classification of customers most similar to Customer, plus applicable taxes. Customer understands and agrees that the Quantity and the fixed price set forth herein shall not hereafter be modified based on fluctuations in the market cost of Propane, or otherwise. Customer further acknowledges that it understands that the market cost of Propane may drop below the fixed price set forth herein during the Delivery Period, that it has not been influenced by any statement made by Seller not contained herein and that it has relied upon its own judgment in entering into the fixed price arrangement set forth in this Attachment A.

3. Check (✓) one:

- Customer must accept delivery of the Quantity based upon the monthly quantity commitments set forth on the attached schedule.
- Customer can accept delivery of the Quantity at any time(s) within the Delivery Period.

4. Check (✓) one:

- Seller requires 100% payment of the Quantity times the fixed price set forth above, or \$ _____, at the time of Customer's execution of this Attachment A.
- Seller requires a deposit in the amount of \$0.00 at the time of Customer's execution of this Attachment A. This deposit will be used to offset the purchase price of the last remaining gallons in the Quantity delivered under this Attachment A. The remainder of the purchase price of the Quantity will be invoiced as delivered or as set forth in Paragraph 1 above.

5. In addition to the per gallon price set forth in this Attachment A, Customer agrees to pay all applicable fees and charges, as set forth in the Agreement.

6. Notwithstanding anything contained in this Attachment A or the Agreement, if Suburban's product availability or pricing is negatively impacted or a significant economic disadvantage is wrought against Suburban as a result of any law, order, direction, regulation, tariff, or request of any government or government authority impacting the performance of Suburban's obligations under this Attachment A, Suburban shall inform Customer of the change in circumstances and provide Customer amended terms reflecting such change in circumstances, which may include a change in the price for Suburban's product.

Suburban Propane, L.P. and the undersigned Customer hereby execute this Attachment A as of December 01, 2025 and agree that facsimile signatures are as effective as originals.

SUBURBAN PROPANE, L.P. By:

Towns County Employees By:

Signature of Regional General Manager

Signature of Customer

Print Name

Cliff Bradshaw
Print Customer's Name

one emp. may mess out if they don't use as much gas because others ordered before him.



**ATTACHMENT A TO COMMERCIAL PROPANE GAS SALES AGREEMENT
FIXED PRICE ARRANGEMENT**

THIS ATTACHMENT A TO THE COMMERCIAL PROPANE GAS SALES AGREEMENT (“Agreement”) between Suburban and Towns County (“Customer”) whose signatures appear below sets forth the pricing terms applicable to the relationship established by the Agreement. Capitalized terms used in this Attachment A, if not otherwise defined herein, shall have the meanings set forth in the Agreement. Unless otherwise expressly stated herein, this Attachment A shall be governed by, and is subject to all of the terms and conditions of, the Agreement. Customer’s account number is 422. The Suburban Customer Service Center serving Customer is # 7446.

1. Seller hereby sells and agrees to deliver to Customer, and Customer hereby purchases and agrees to accept delivery of, 70000 gallons of Propane (the “Quantity”) starting on December 01, 2025, with all gallons to be delivered no later than August 01, 2026 (the “Delivery Period”). If not already paid for by Customer, Seller will invoice Customer for any undelivered portion of the Quantity at the end of the Delivery Period at the price set forth in Paragraph 2 below.

2. In consideration for Customer’s agreement to purchase the entire Quantity during the Delivery Period, the price for all gallons that are delivered during the Delivery Period up to the Quantity shall be fixed at 1.495 per gallon, plus applicable taxes. Unless the parties execute a subsequent Attachment A providing for a fixed price arrangement, any gallons delivered to Customer in excess of the Quantity will be invoiced at Seller’s then current per gallon sales price charged to the classification of customers most similar to Customer, plus applicable taxes. Customer understands and agrees that the Quantity and the fixed price set forth herein shall not hereafter be modified based on fluctuations in the market cost of Propane, or otherwise. Customer further acknowledges that it understands that the market cost of Propane may drop below the fixed price set forth herein during the Delivery Period, that it has not been influenced by any statement made by Seller not contained herein and that it has relied upon its own judgment in entering into the fixed price arrangement set forth in this Attachment A.

3. Check (✓) one:

- Customer must accept delivery of the Quantity based upon the monthly quantity commitments set forth on the attached schedule.
- Customer can accept delivery of the Quantity at any time(s) within the Delivery Period.

4. Check (✓) one:

- Seller requires 100% payment of the Quantity times the fixed price set forth above, or \$ _____, at the time of Customer’s execution of this Attachment A.
- Seller requires a deposit in the amount of \$0.00 at the time of Customer’s execution of this Attachment A. This deposit will be used to offset the purchase price of the last remaining gallons in the Quantity delivered under this Attachment A. The remainder of the purchase price of the Quantity will be invoiced as delivered or as set forth in Paragraph 1 above.

5. In addition to the per gallon price set forth in this Attachment A, Customer agrees to pay all applicable fees and charges, as set forth in the Agreement.

6. Notwithstanding anything contained in this Attachment A or the Agreement, if Suburban’s product availability or pricing is negatively impacted or a significant economic disadvantage is wrought against Suburban as a result of any law, order, direction, regulation, tariff, or request of any government or government authority impacting the performance of Suburban’s obligations under this Attachment A, Suburban shall inform Customer of the change in circumstances and provide Customer amended terms reflecting such change in circumstances, which may include a change in the price for Suburban’s product.

Suburban Propane, L.P. and the undersigned **Customer** hereby execute this Attachment A as of December 01, 2025 and agree that facsimile signatures are as effective as originals.

SUBURBAN PROPANE, L.P. By:

Towns County By:

Signature of Regional General Manager



Signature of Customer

Print Name

Cliff Bradshaw

Print Customer’s Name

**Suburban
Propane**

*Our Business is
Customer Satisfaction*

Michael Higdon

Customer Service Center Manager

(p) 828.321.9873 · (c) 828.289.5388

MHigdon@suburbanpropane.com

1142 W. US Highway 64 · Murphy, NC 28906
1-800-PROPANE · www.suburbanpropane.com

Emailed Jan 6, 25
mhigdon424@gmail.com

Resolution to Change Courthouse Hours

- **Whereas**, the Code of Georgia gives the authority to set the Courthouse opening hours to the Sole Commissioner of Towns County; and
- **Whereas**, Code of Georgia § 15-6-93 (2024) mandates that the offices of the Clerk of Superior Court, located within the Towns County Courthouse, must be open for business Monday through Friday from at least 9:00 a.m. to 5:00 p.m., excluding state holidays; and
- **Whereas**, the current practice is that the main entrance to the Towns County Courthouse is locked at 4:30 p.m., although the Clerk of Superior Court continues to conduct business until 5:00 p.m., which may limit public access during required business hours; and
- **Whereas**, both the Clerk of Superior Court and the Sole Commissioner agree that courthouse hours should be adjusted to ensure compliance with state law and facilitate uninterrupted public access;

Resolution Statement

NOW, THEREFORE, BE IT RESOLVED by the Governing Authority of Towns County that, effective immediately, the official public hours of the Towns County Courthouse shall be Monday through Friday, 9:00 a.m. to 5:00 p.m., excluding state holidays.

BE IT FURTHER RESOLVED that the main entrance and all public access points to the courthouse shall remain unlocked and accessible to the public until 5:00 p.m. each business day, in order to allow citizens to conduct business with the Clerk of Superior Court and other offices as required by law.

BE IT FURTHER RESOLVED that this change is made pursuant to the authority granted under the Code of Georgia and in compliance with Code of Georgia § 15-6-93 (2024).


Effective Date

This resolution shall take effect on January 1, 2026, and shall remain in force unless amended or rescinded by further action of the Governing Authority.

So Resolved this 16th day of December, 2025.



Commissioner Cliff Bradshaw

ATTEST:


Clerk, Brenda McKinney

Resolution of the Towns County Sole Commissioner

Removal and Replacement of Authorized Signer on Towns County EMS Checking Account

WHEREAS, the Towns County EMS checking account requires designated authorized signers for conducting official financial transactions; and

WHEREAS, Brenda Elaine Coleman, who is currently listed as an authorized signer, has retired from service and is no longer an employee of Towns County, and

WHEREAS, it has been determined by the Sole Commissioner of Towns County, Cliff Bradshaw, that it is in the best interest of the County to remove Brenda Coleman as an authorized signer and to appoint Gregory Taylor as her replacement.

NOW, THEREFORE, BE IT RESOLVED by the Sole Commissioner of Towns County as follows:

- Brenda Coleman is hereby removed as an authorized signer on the Towns County EMS checking account, effective immediately, due to her retirement from service, and departure from employment.
- Gregory Taylor is hereby appointed and authorized to act as an authorized signer on the Towns County EMS checking account, with all rights and responsibilities pertaining thereto.
- The appropriate financial institution(s) are hereby directed to update their records to reflect this change in authorized signers as set forth in this Resolution.
- This Resolution shall become effective immediately upon its adoption.

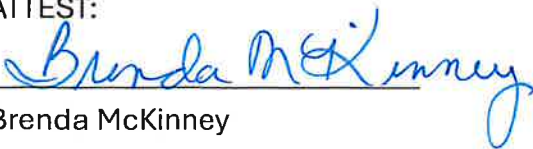
RESOLVED this 16 day of Dec, 2025.



Cliff Bradshaw

Sole Commissioner, Towns County

ATTEST:



Brenda McKinney