

CITY OF METTER
REGULAR MEETING
AGENDA
MONDAY, JUNE 16, 2025
5:30 p.m.

1. CALL TO ORDER
2. WELCOME
3. PLEDGE OF ALLEGIANCE
4. INVOCATION
5. MOTION TO APPROVE THE AGENDA
6. MOTION TO APPROVE THE MINUTES OF THE FOLLOWING MEETING:
 - a) Public Hearing, Monday, May 12, 2025, 5:30 p.m.
 - b) Regular Meeting, Monday, May 12, 2025, 5:30 p.m.
7. PRESENTATIONS
 - a) Presentation by Public Works Director Cliff Hendrix regarding angle parking on South Broad Street to allow for a turning lane.
8. PUBLIC COMMENTS (AGENDA ITEMS)
9. OLD BUSINESS

None
10. NEW BUSINESS
 - a) Consideration of a motion to adopt an ordinance to approve a petition for annexation and zoning of Tract 1, consisting of 0.739 acres, according to a survey prepared by William Mark Glisson, dated September 9, 2021, and recorded in Plat Book 28, Page 78, Candler County records. This property is presently not zoned. An application has been filed for the zoning of this property as HOC. Petition and application for zoning was submitted by Anthony & Tamara Wells Investment, LLC. This is the second reading of this ordinance.
 - b) Consideration of a motion to approve or deny a bid from Smith Douglas Homes, LLC, for a partnership on an application to Rural Workforce Housing Initiative grant program on July 11, 2025.
 - c) Consideration of a motion to approve or deny a request to rezone property located at the intersection of W. Hiawatha Street and Fortner Road from R-4 (Multi-Family Residential) to a Residential Planned Unit Development (PUD) for a proposed Metter Green Subdivision for seventy single-family homes.

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- d) Consideration of a motion to set a public hearing on Monday July 14, 2025, at 5:15 p.m. for public input on a request for a zoning amendment submitted by Kern & Co., LLC – Chad Zittrouer as agent for Laurel Grove Development, LLC, to rezone property (parcel ID: M56 001) located on E. Hiawatha Street from R-4 (Multi-Family Residential) to a Residential Planned Unit Development (PUD) for a proposed residential development.
- e) Consideration of a motion to approve a Resolution declaring the following property of the City of Metter as surplus and authorizing its disposal:
 - 1. A 2014 Ford Explorer VIN No. 1FM5K8AC7NGA42277
 - 2. A 2018 Ford Explorer VIN No. 1FM5K8AT4JCB33873
 - 3. A 2020 Chevrolet pickup truck VIN No. 3GCNWAEF2LG210963
- f) Consideration of a motion to enter into a business partner contract with the Metter Advertiser for an annual cost of \$2,385.00 for advertising.
- g) Consideration of a motion to adopt the Local Emergency Operations Plan of Candler County Georgia as part of the city's plan to align with the county's operations.
- h) Consideration of a motion to renew the rental agreement between the City of Metter and the Board of Regents of the University System of Georgia in the amount of \$1 for property located at 25 South Terrell Street.
- i) Consideration of a motion to approve an agreement between the City of Metter and the Board of Commissioners of Candler County to conduct elections for the City of Metter.
- j) Consideration of a motion to approve a Resolution adopting the Fiscal Year 2026 Budget for each fund of the City of Metter, Georgia, appropriating the amounts shown in each budget as expenditures/expenses, adopting the several items of revenue anticipations, and prohibiting expenditures or expenses from exceeding the actual fund available.
- k) Consideration of a motion to approve an exclusive agreement for the collection and disposal of municipal solid waste between the City of Metter and Allgreen Services, A Division of Atlantic Waste Services, Inc. effective August 1, 2025, contingent upon review and approval by the City Attorney.
- l) Consideration of a motion to increase the current yard waste fee from \$4.00 a month to \$6.00 a month and to increase the current bulk waste (junk) fee from \$8.00 per month to \$10.00 per month effective July 1, 2025.
- m) Consideration of a motion to go into closed session for discussing personnel, pursuant to O.C.G.A. 50-14-2(1).

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11. OTHER BUSINESS FROM COUNCIL
12. CITY MANAGER'S REPORT
13. DEPARTMENTAL REPORTS
14. MAYOR'S REPORT
15. ADJOURNMENT

**CITY OF METTER
PUBLIC HEARING
PROPOSED ZONING AMENDMENT
MONDAY, MAY 12, 2025
5:15 P.M.**

A public hearing was held on Monday, May 12, 2025, at 5:15 p.m. in the council chambers at city hall.

Attending the hearing were the following officials:

Mayor Edwin O. Boyd
Councilwoman Victoria Gaitten
Councilwoman Rashida Taylor
Councilman Gregg Stewart
Councilman James McKie
Interim City Manager Scott Wood
City Clerk Angie Conner
Public Works Director Cliff Hendrix
Planning Director Teresa Concannon
Fire Chief Jason Douglas

GUESTS ATTENDING

Anthony and Tamra Wells
Dustin Vernon – Downtown Development Authority
Rajeev Saxena – IHG
Andrew Harvey – IHG
Michael Zouroudis - IHG

CALL TO ORDER AND WELCOME

Mayor Boyd called the hearing to order and welcomed everyone.

PURPOSE

The purpose of this hearing is to hear objections, if any, to a petition for annexation and zoning of Tract 1, consisting of 0.739 acres, according to a survey prepared by William Mark Glisson dated September 9, 2021, and recorded in Plat Book 29, Page 78, Candler County records. This property is presently not zoned. An application has been filed for the zoning of this property as HOC. Petition and application for zoning was submitted by Anthony and Tamra Wells Investment, LLC.

COMMENTS

There were no comments from the audience.

ADJOURNMENT

After hearing no public comments, Mayor Boyd closed the hearing at 5:30 p.m.

**CITY OF METTER
REGULAR MEETING
MONDAY, MAY 12, 2025
5:30 P.M.**

A regular meeting of the city council was held on Monday, May 12, 2025, at 5:30 p.m. in the council chambers at City Hall.

Attending the meeting were the following officials:

Mayor Edwin O. Boyd
Councilwoman Victoria Gaitten
Councilwoman Rashida Taylor
Councilman Gregg Stewart
Councilman James D. McKie
Councilwoman Chyrileen Kilcrease
City Manager Scott Wood
City Clerk Angie Conner
Public Works Director Cliff Hendrix
Fire Chief Jason Douglas
Planning Director Teresa Concannon
Economic Development Director Heidi Jeffers

Attending the meeting were the following guests:

Anthony & Tamra Wells
Jasmine Sandifer-Lee – GGIC/Welcome Center
Dustin Vernon – Downtown Development Authority
Amy Harrison – Downtown Development Authority
Richard Deal – City Auditor – Lanier, Deal & Deal CPA's
David Baird – Public Works Department
Rajeev Saxena
Andrew Harvey
Michael Zouroudis

CALL TO ORDER AND WELCOME

Mayor Boyd called the meeting to order and welcomed everyone.

PLEDGE OF ALLEGIANCE

Councilwoman Gaitten led the Pledge of Allegiance.

INVOCATION

City Manager Scott Wood gave the invocation.

APPROVAL OF AGENDA

Councilwoman Kilcrease made a motion to approve the agenda, adding the following:

1. Rajeev Saxena, Andrew Harvey, and Michael Zouroudis – Presentation regarding hotels.
2. Add Item E – Consideration of a motion to approve an application applying to Rural Workforce Housing Initiative Grant Program of the OneGeorgia Authority in partnership with Smith Douglas Housing and Joseph Burke for a single-family home development.
3. Add Item F – Consideration of a motion to allow City Attorney Brent Carter the authority to negotiate a contract with Candler County to manage the City of Metter elections.

Councilwoman Taylor seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Councilwoman Kilcrease made a motion to approve the following minutes:

- a) Regular Meeting, Monday, April 14, 2025, 5:30 p.m.

Councilman McKie seconded the motion, and the vote was unanimous.

PRESENTATIONS

Richard Deal – FY 2024 Audit Report

Mr. Deal gave a summary of the FY 2024 Audit as prepared by Lanier, Deal & Deal CPAs. He reported the City of Metter's net position as of June 30, 2024, in governmental activities \$ 23,250,230 and business type activities \$8,942,400 for a total net position as of June 30, 2024, of \$32,192,630.

Rajeev Saxena, Andrew Harvey, and Michael Zouroudis

Mr. Saxena, Mr. Harvey, and Mr. Zouroudis were present at the meeting representing IHG Hotels & Resorts. They would like to build a new Holiday Inn Express in Metter. This will be a \$10,000,000 to \$11,000,000 project. It would increase the hotel motel tax for Metter. The proposal is to build a 4-story building with seventy-five rooms. This would be a low impact project. Mr. Saxena said that they would hire locals. Hotels are economic engines. This one will bring people off the interstate to spend money in the community. IHG/Holiday Inn Express is a global brand. It will generate good money for the city.

The group indicated that they need land. They were requesting help from the city in finding 2 to 4 acres that are highly visible. The council took down Mr. Saxena's phone number and told him if they heard of any available land, they would let him know.

Guest Comments

There were no comments from the guests.

OLD BUSINESS

No old business.

NEW BUSINESS

Ordinance

First reading of an ordinance to approve a petition for annexation and zoning of Tract 1, consisting of 0.739 acres, according to a survey prepared by William Mark Glisson, dated September 9, 2021, and recorded in Plat Book 28, Page 78, Candler County records. This property is presently not zoned. An application has been filed for the zoning of this property as HOC. Petition and application for zoning was submitted by Anthony & Tamra Wells Investment, LLC.

Public Hearing

Councilwoman Kilcrease made a motion to set a public hearing on Monday, June 9, 2025, at 5:15 p.m. for public input on a request for a zoning amendment submitted by Smith Douglas Homes to rezone the Fortner Road/Hiawatha Street property (parcel ID: 037 004 002) from R-4 to PUD. Councilwoman Gaitten seconded the motion, and the vote was unanimous.

2025-2026 GMA District 9 Officers

Councilman McKie made a motion to approve the following city officials as GMA's District 9 Officers for 2025-2026 as nominated by the nominating committee comprised of current District 9 officers and three additional elected officials:

President	Rashida Taylor, Council Member, Metter
First Vice President	Bennie Jones, Council Member, Dublin
Second Vice President	Curtis Smith Jr, Council Member, McRae-Helena
Third Vice President	Ora Hall, Council Member, Baxley

Councilwoman Gaitten seconded the motion, and the vote was unanimous.

Resolution – Housing Authority

Councilwoman Kilcrease made a motion to approve a Resolution recommending Mayor Boyd reappointing Mr. Allen Tyler to the Housing Authority Commission for a five-year term beginning on July 1, 2025, and ending June 30, 2030. After some discussion regarding

giving other people an opportunity to apply for this seat on the board, the motion was tabled to pursue other options.

Rural Workforce Housing Initiative Grant Program of the One-Georgia Authority

Councilwoman Kilcrease made a motion to approve an application applying to Rural Workforce Housing Initiative Grant Program of the OneGeorgia Authority in partnership with Smith Douglas Housing and Joseph Burke for a single-family home development. Councilwoman Gaitten seconded the motion. After some discussion, the council agreed that Smith Douglas Housing and Joseph Burke need to come back and give the council an explanation for all the changes. The council also agreed to reissue an RFP for this project. Councilwoman Kilcrease withdrew the motion and Councilwoman Gaitten withdrew the second. This issue was tabled.

Elections Agreement with Candler County

Councilwoman Kilcrease made a motion to allow City Attorney Brent Carter the authority to negotiate a contract with Candler County to manage the City of Metter elections. Councilman McKie seconded the motion, and the vote was unanimous.

OTHER BUSINESS FROM CITY COUNCIL

There was no other business from the city council.

CITY MANAGER'S REPORT

Mr. Wood reported on the following:

- He asked council to be thinking about the FY 2026 budget prior to the budget workshop on Wednesday morning. He said that a draft would be provided tomorrow. The public hearing for public input on the proposed budget will be May 28th and the final adoption will be June 9th.
- He highlighted a few issues that the city is facing with the FY 26 budget:
 1. Millage rate increase
 2. New fire station
 3. Can call for FLOST in November. We are looking at a 7.5 mill increase which we can roll back 100 percent of FLOST to lower the millage rate.
 4. Three new firefighters.
 5. \$100,000 for dispatch services
 6. Solid Waste Disposal – County closing landfill July 1st.
 7. We do not know yet about jail fees.

DEPARTMENTAL REPORTS

The departmental reports were included in the agenda packet for the council's review.

MAYOR'S REPORT

Mayor Boyd reminded the council that the city will need a representative to carry the city flag and a representative to attend the Annual Business Meeting at the GMA Convention in June. The council elected Mayor Boyd to carry the flag and Mayor Pro tem Kilcrease to attend the business meeting.

Mayor Boyd stated that the city is supposedly paying for nonemergency dispatch. The city tax base is already paying 40 percent of dispatching. It amounts to a double tax.

Mayor Boyd congratulated Councilwoman Taylor on her nomination for presidency of GMA District 9.

Mayor Boyd stated that he is genuinely concerned about the condition of the fire station. He said that it is important that we get FLOST passed.

ADJOURNMENT

After no further discussion, Councilwoman Kilcrease made a motion to adjourn the meeting at 6:27 p.m. Councilman McKie seconded the motion, and the vote was unanimous.

Angie Conner, City Clerk

Cliff Hendrix

From: Summers, Daniel R <DaSummers@dot.ga.gov>
Sent: Tuesday, March 18, 2025 2:06 PM
To: Cliff Hendrix
Cc: Scott Wood; Capello, Joseph R
Subject: SR46 Metter

Cliff,

We heard back from our Atlanta traffic office that handles signals and they said they would not be good with the design with angle parking on one side due to the skew it would result in. We can look at trying to move forward with the parallel parking design. Let us know how the city would like to proceed.

Thanks

Daniel Summers, P.E.
Assistant District Traffic Engineer
912-530-4410 Office
912-424-9985



District 5
204 North Highway 301
Jesup, GA, 31546

From: Summers, Daniel R
Sent: Tuesday, January 7, 2025 8:06 AM
To: Cliff Hendrix <chendrix@cityofmetterga.gov>; Capello, Joseph R <JCapello@dot.ga.gov>
Cc: Pittman, Troy <trpittman@dot.ga.gov>; Martinez, Jonathan P <JoMartinez@dot.ga.gov>; Scott Wood <swood@cityofmetterga.gov>
Subject: RE: update

Thanks Cliff we will plan on meeting there next Tuesday at 6:30.

Daniel Summers, P.E.
Assistant District Traffic Engineer
912-530-4410 Office
912-424-9985

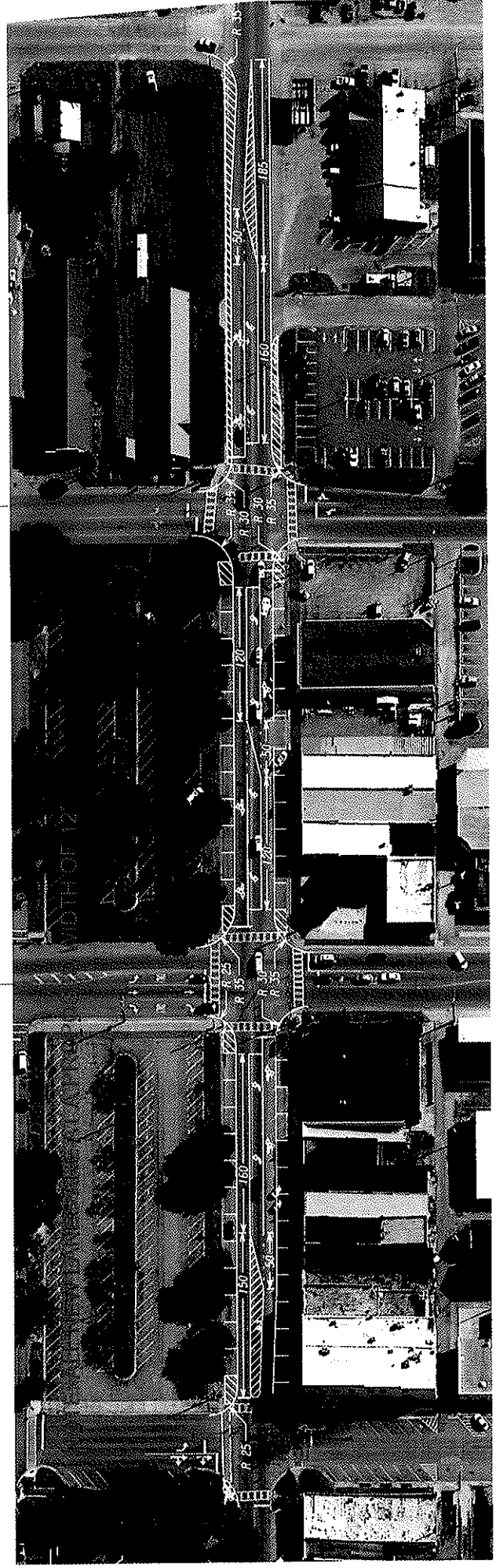


District 5
204 North Highway 301
Jesup, GA, 31546

34 parking pre
24 parking post

24 parking pre
23 parking post

NA parking pre
NA parking post



**AN ORDINANCE TO ANNEX PROPERTY INTO
THE CITY OF METTER, GEORGIA**

THAT WHEREAS, the Mayor and City Council have received a petition for annexation from Anthony and Tamra Wells Investments, LLC, who is the owner of 100% of the property to be annexed, requesting that its 0.739 acres be included within the corporate limits of the City of Metter; and

WHEREAS, the Mayor and City Council have reviewed the petition, and the staff recommendation, and wish to annex property into the corporate limits of the City of Metter; and

WHEREAS, Pursuant to Chapter 36 of Title 36 of the Official Code of Georgia Annotated, in order to annex the property, to provide an effective date and other provisions, the Mayor and City Council approve an ordinance of annexation;

NOW THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Metter, Georgia as follows:

Section 1. All that area contiguous to the City of Metter described as Exhibit "A", attached hereto and incorporated as part of this ordinance, is hereby annexed into the City of Metter and made a part of the City.

Section 2. This annexation shall become effective on the _____ day of _____, 2025.

Section 3. The City Manager of the City of Metter is instructed to send a report that includes certified copies of this ordinance, the name of the county in which the property is being annexed, and a letter from the City stating the intent to add the annexed area to census maps during the next survey and stating that the survey map will be completed and returned to the Census Bureau, and send notice to the Georgia Department of Community Affairs and to the Board of Commissioners of Candler County, Georgia within thirty (30) days after the adoption of this ordinance on second reading.

Section 4. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Passed and adopted on two separate readings:

First Reading: _____

Second Reading: _____

CITY OF METTER, GEORGIA

BY:

Edwin O. Boyd, Mayor

Gregg Stewart, District 1 Councilman

Victoria Gaitten, District 1 Councilwoman

James D. McKie, District 1 Councilman

Rashida Taylor, District 2 Councilwoman

Chyrileen Boston Kilcrease, District 2 Councilwoman

ATTEST:

Angie Conner, City Clerk



Business Development and Land Use Report

BID APPROVAL:

RFP 2025-002 | Development of Rural Workforce Housing

MEETING DATE: City Council: June 9, 2025

REQUEST: Consider proposal from Smith Douglas Homes for the purpose of partnering to apply to the Rural Workforce Housing Initiative grant program of the OneGeorgia Authority to help pay for infrastructure costs associated with a residential development.

PROPOSAL:

To further the City's goal of increasing the local supply of workforce housing and to reduce the cost to build new housing, the city may partner with a developer and apply for a Rural Workforce Housing Initiative (RWHI) grant from the OneGeorgia Authority to help pay for infrastructure costs associated with the developer's project.

BACKGROUND:

The RWHI grant program is open to local governments / authorities for the purpose of infrastructure development for rental or for-sale housing that has a per-unit cost between \$125,000 – 290,000. Rental properties must be affordable for households at 100% area median income. The maximum grant is \$2.5 million. No match is required; local contribution is expected. Project must be complete and houses sold to owner-occupiers within 30 months of award.

The city issued RFP 2025-002 on **May 15, 2025**. One submittal was received by the 3pm deadline on **June 4, 2025**.

PROPOSAL(S):

	Smith Douglas Homes
A – Number of workforce housing units proposed, development site, price per unit.	70 townhouse units on Fortner Road & W. Hiawatha Street. Water & sewer infrastructure available. Proposed sales price: \$155,900 - \$199,900.
B – Proposed timeline.	-Grant application: July 11, 2025. -Grant approval: by September 18, 2025. -Close on land: September 22, 2025. -Begin site work: September 30, 2025. -Complete site work: March 15, 2026. -Final Plat: by April 30, 2026. -Building permits issued: beginning on May 15, 2026. -First Certificate of Occupancy issued: August 1, 2026. -Final (70 th) Certificate of Occupancy issued: by May 15, 2027.
C – Project narrative and conceptual site plan.	-Smith Douglas Homes has chosen four of the company's 28-to-30-foot wide detached single-family, front entry, one-car garage home plans. Homes will range in size from 917 square feet to 1,300 square feet. -The development will include a .6-acre park area and a playground. -Common areas (pond, park, etc.), will be managed by an HOA. -No wetlands or floodplain present in proposed development site. -Regional Review complete.
D – Estimated project cost and feasibility.	-Site work estimate approx. \$4.5 million, land purchase \$1.5 million. -Propose to build and sell 70 single-family dwelling units within 30-month grant timeline.
E – Demonstrated experience, financial capability, and references.	-References and link to quarterly filing provided. Letter from financial institution not provided. -Submitted a RWHI grant application with Thomaston: April 2025. Planning to partner with Americus in 2025. -Applicant refers to Smith Douglas Homes website and YouTube for samples of previous work.



Business Development and Land Use Report

ZONING MAP AMENDMENT

Meeting Date: Planning Commission – May 21, 2025
City Council – June 9, 2025

Application Type: Rezoning

Location: Fortner Rd & W. Hiawatha St.

Applicant: Gary Furrow as agent for
Joey Burke

Tax Parcel ID: 037 004 002

Acreage: 14.0 acres

Current Zoning: Multiple Unit Residential (R-4)

Council District: 01

Request: Rezone from Multiple Unit Residential (R-4) to Planned Unit Development (PUD) for the purpose of constructing a 70-unit single-family residential development.

BACKGROUND:

- The request for a zoning amendment is a requirement of *Article XIII. Amendments*.
- The property is 14-acres and has frontage on Fortner Road and W. Hiawatha St. The applicant submitted a proposal to build a 100-unit fee-simple townhouse development in response to the city's February 2025 Request for Proposals (RFP) for a workforce housing development partner. The fee-simple townhouse proposal was approved at the March 10, 2025, City Council meeting. On March 24, the development team submitted a revised plan for a fee-simple single-family development.
- Single-family development is permitted in R-4, with specific lot size, lot width, and setback requirements. The applicant proposes a small-lot residential development that is not in compliance with R-4 requirements, therefore a rezoning to Planned Unit Development (PUD) is requested.
- According to Zoning Ordinance, *Section 10.00 Exceptions for Innovative Design*, "Planned unit developments, patio houses, and cluster developments are recognized as being desirable for the conservation and more efficient use of open space, utilities, energy, and public services than the conventional pattern of land development."
- R-4 requirements for single family development include a minimum lot size of 10,000 sf; lot width of 80'; and side setback of 10' from the property line.
- In the PUD rezoning application, the applicant proposes lot sizes starting at 4,500 sf; lot widths starting at 45' at building-line; and side setbacks starting at 7.5' from the property line:

Number of Lots	Lot Size – Square Feet
33	4,500
23	4,501 – 6,000
11	6,001 – 7,500
3	7,501 – 12,000

Number of Lots	Width at ROW
7	37.12' – 44.99'
38	45'
25	>45'

ADJACENT ZONING AND LAND USE AND

	ZONING	LAND USE
SITE	R-4	Undeveloped
NORTH	R-3/R-4	Undeveloped/Residential
SOUTH	R-4 / Industrial	Undeveloped
EAST	R-4	Residential
WEST	R-4 / Industrial	Undeveloped
Description of surrounding land uses: The property is located on W. Hiawatha Street and Fortner Road, directly north of the Industrial Park. Downtown businesses are easily accessible on foot. There is existing residential development to the east across Fortner Road and to the northwest along Hiawatha Street.		

CONSISTENCY WITH COMPREHENSIVE PLAN:

The property at Fortner Road and W. Hiawatha Street is designated for medium-high density residential use, according to the Metter zoning map. The future land use map in the *2022 Candler County / Metter Comprehensive Plan* anticipates the property's use as Agriculture. The future land use map does not reflect either current or future expected land use and is under review.

The property is in the *Neighborhood / Suburban Residential Development Character Area*, which anticipates medium density residential development that blends in with current development patterns and scale. The *Neighborhood / Suburban Residential Development Character Area* includes the following implementation measures:

- Accommodate infill development that complements the scale, setback and style of existing adjacent homes.
- Encourage new residential development to blend with existing housing through appropriate open space and buffering requirements.

ANALYSIS / ZONING STANDARDS OF REVIEW:

Article XVI of the Metter Zoning Ordinance provides standards to consider when adopting, changing, or amending the zoning ordinance or the zoning map. Those standards, and any relevant information known to staff, are as follows:

1. *Assure that the proposed change is reasonable and consistent with the spirit, purpose, and intent of the zoning ordinance;*
 - **The proposed rezoning from R-4 to PUD meets the spirit, purpose, and intent of the Neighborhood / Suburban Residential Character Area and Section 10.00 Exceptions for Innovative Design. The proposed density is 5 units per acre, which is less than permitted in R-4.**
2. *Consider the changes in community characteristics, which may take place because of the proposed change, and consider the consistency with and effect of the change on current public growth and development policies and plans;*
 - **The proposed rezoning from R-4 to PUD will permit 70 single-family dwellings on smaller lots than permitted in R-4 but will result in lower density than permitted in R-4.**
3. *Consider the relative effectiveness or ineffectiveness of the present wording or districting of the ordinance, and whether a justification for change exists because of special reasons or change in conditions;*
 - **The proposed rezoning from R-4 to PUD reflects the need for flexibility in the development of workforce housing.**
4. *Consider the effect upon the public interest of granting or denying the proposed change and determine that the change will serve the best interests of the City, as compared to any hardship imposed upon the individual property owner;*
 - **The proposed rezoning from R-4 to PUD will result in the development of single-family homes that are affordable to workers in the county. The lots will be smaller than neighboring properties, but the overall density of 5 units per acre is less than would be permitted in a R-4 multifamily development.**
5. *Consider the existing land use pattern, and specifically the presence or absence in the adjacent surrounding area of conditions and uses which are the same or similar in character to any proposed change or use, and the possible creation of an isolated district unrelated to adjacent districts;*
 - **The proposed rezoning from R-4 to PUD will create a medium-density transition between existing R-3 and R-4 residential development and the Industrial Park.**
6. *Determine that the proposed change will not substantially injure or detract from the use or value of neighboring property, or from the general character of adjacent and nearby property in the surrounding area;*
 - **The proposed rezoning from R-4 to PUD will result in a medium-density residential development that is compatible with nearby permitted uses.**

7. *Consider the unique characteristics of the property involved, and whether the property to be affected by the zoning proposal has some reasonable economic use as currently zoned or whether there are substantial reasons why the property cannot be used in accordance with existing zoning;*
 - **The property is zoned R-4, which permits multifamily development or large-lot single family development. The proposed development of workforce housing requires smaller lots to keep prices low. This is a unique opportunity for the city to increase housing stock and provide affordable options for the community.**
 8. *Consider the effect of the proposed change upon the logical, efficient, and economical extensions of public services and facilities, or possible overtaxing or burdening of existing public services or facilities, including but not limited to utilities, streets, schools, and public safety services, and also the associated costs to the local government in providing, improving, increasing, or maintain such facilities and services;*
 - **The proposed rezoning from R-4 to PUD will permit 70 single family dwellings on smaller lots than permitted in R-4 but will result in lower density than permitted in R-4 (100 townhouses were previously approved). Water and sewer infrastructure is available adjacent to the property.**
 9. *Consider the impact of the change with respect to probable effects upon highway traffic and safety, and especially access near intersections;*

The impact on roads by residents of 70 single-family dwellings will be less than the previously approved 100-unit townhouse development.
 10. *Consider the impact of the proposed change upon the environment, including but not limited to drainage, soil erosion and sedimentation, flooding, noise, air quality, and water quality and quantity;*
 - **The proposed development will include stormwater infrastructure and will not impact jurisdictional wetlands or the special flood hazard area (SFHA).**
 11. *Determine that the zoning proposal will permit suitable use or uses in view of the subject property's physical characteristics, the use and development of adjacent and nearby properties, existing zoning patterns, existing or proposed public facilities or services, environmental impacts, and current public growth and development policies and plans of the city;*
 - **The proposed rezoning from R-4 to PUD meets the spirit, purpose, and intent of the Neighborhood / Suburban Residential Character Area and Section 10.00 Exceptions for Innovative Design.**
 12. *Consider whether the change is designed to correct an improper situation or would merely result in the granting of special privileges not available to adjacent or surrounding properties;*
 - **The proposed rezoning from R-4 to PUD will result in smaller lots than are standard in Metter. Smaller lots will reduce the cost of development.**
 13. *Consider any other factors relevant to balancing the city's interest in promoting and protecting the public health, safety, morality, or general welfare against a right to unrestricted use of property.*
 - **The proposed rezoning from R-4 to PUD will have no greater impact on public health, safety, morality, or general welfare than current permitted uses.**
-

STAFF DETERMINATION:

Staff have reviewed the application and determined that the request to **Rezone from Multiple Unit Residential (R-4) to Planned Unit Development (PUD)** for the purpose of constructing a 70-unit residential development is in compliance with the Zoning ordinance and Comprehensive Plan.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission voted unanimously on May 21, 2025, to recommend APPROVAL of this request to Rezone from Multiple Unit Residential (R-4) to Planned Unit Development (PUD) for the purpose of constructing a 70-unit residential development.

City of Metter Zoning Map



Metter Zoning

U-1 URBAN CENTRAL BUSINESS DISTRICT

U-2 URBAN GENERAL COMMERCIAL, COMMERCIAL

U-3 URBAN LIMITED RESIDENTIAL COMMERCIAL

U-4 URBAN PROGRESSIVE COMMERCIAL

U-5 URBAN INDUSTRIAL

U-6 URBAN RESIDENTIAL

R-1 RESIDENTIAL SINGLE-FAMILY

R-2 RESIDENTIAL TWO-FAMILY

R-3 RESIDENTIAL THREE-FAMILY

R-4 RESIDENTIAL FOUR-FAMILY

R-5 RESIDENTIAL FIVE-FAMILY

R-6 RESIDENTIAL SIX-FAMILY

R-7 RESIDENTIAL SEVEN-FAMILY

R-8 RESIDENTIAL EIGHT-FAMILY

Prepared by:
Metropolitan Planning Council, Inc.
South-Central Division
Columbus, Georgia 31906
(706) 525-1111
FAX (706) 525-1111

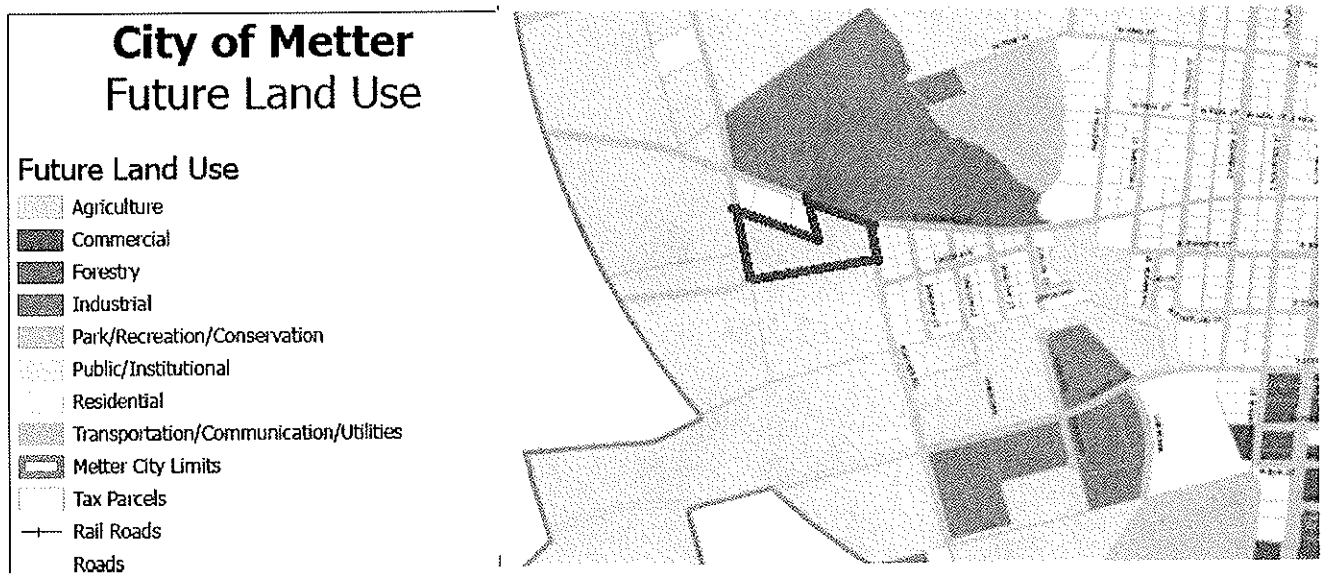
This data was prepared for the City of Metter, Georgia, and is provided to the user with the understanding that the accuracy of the data is not guaranteed. The user assumes all responsibility for the use of this data and is not responsible for any errors or omissions.



Property at Fortner Rd and W. Hiawatha St.



Future Land Use Map



Please download the form and open it with **ADOBE READER** in order to submit it via email! An active email account is required.

CITY OF METTER
APPLICATION FOR AMENDMENT TO THE METTER
ZONING ORDINANCE
PURSUANT TO SECTION 13.02

A. Applicant Name: SDH Central Georgia, LLC
Applicant Phone Number: 404-428-7084
Applicant Email Address: gfurrow@smithdouglas.com
Applicant Address: 1920 Pennsylvania Avenue, McDonough, GA 30253
Representative of Applicant (if corporation or other business): Gary Furrow,
Land Acquisitions Manager
Interested persons in application and their respective interest: JCJ Burke Properties, LLC
Joey Burke & James Burke, Owners

- B. Extent of area to be rezoned (Specify streets bounding and intersecting the area, a plan showing the extent of the area to be rezoned, the land use, and the zone classification of abutting districts. Attach photographs of the area to be rezoned and the abutting areas).
A 14 acre property that is bound to the North by W. Hiawatha Road (R-4) and
to the West by Leslie Road (R-4), to the South by Industrial Authority Land (R-4)
and to the East by Fortner Road (R-4). See Photos attached.
- C. Statement of circumstances in the proposed district to be rezoned and the abutting districts and any other factors on which the applicant relies as reasons for supporting the proposed rezoning. (The applicant's statement should address issues identified in the cities adopted: "Standards for Zoning Decisions", copy attached).
See attached Applicant's Zoning Property Analysis
for the re-zoning request.

- D. Approximate time schedule for the beginning and completion of the development in the area: Sitework Commencement - August 15, 2025, Sitework Completion - August 15, 2026, Begin house construction - September 15, 2026, Last house CO - September 15, 2027, Last Move-in - December 31, 2027
- E. Attach hereto a site plan to scale, indicating the locations of all structures, their uses, and areas for all off-street parking and loading.

Applicant Signature

Date

**** A \$150.00 NON-REFUNDABLE APPLICATION FEE IS REQUIRED****

TO BE COMPLETED BY CITY HALL

Date Fee Paid

Amount Paid

Collected by (Signature)

ADMINISTRATIVE REVIEW

Building Official Review and Signature

Date

Date Planning Commission Meeting Advertised: _____

Date Planning Commission Meeting Held: _____

Decision of Planning Commission and Reason:

Signed: _____

Chairman of Board

Clerk

Date Public Hearing Advertised: _____

Date Public Hearing Held: _____

Date City Council Meeting Held: _____

Decision of Mayor and City Council and Reason:

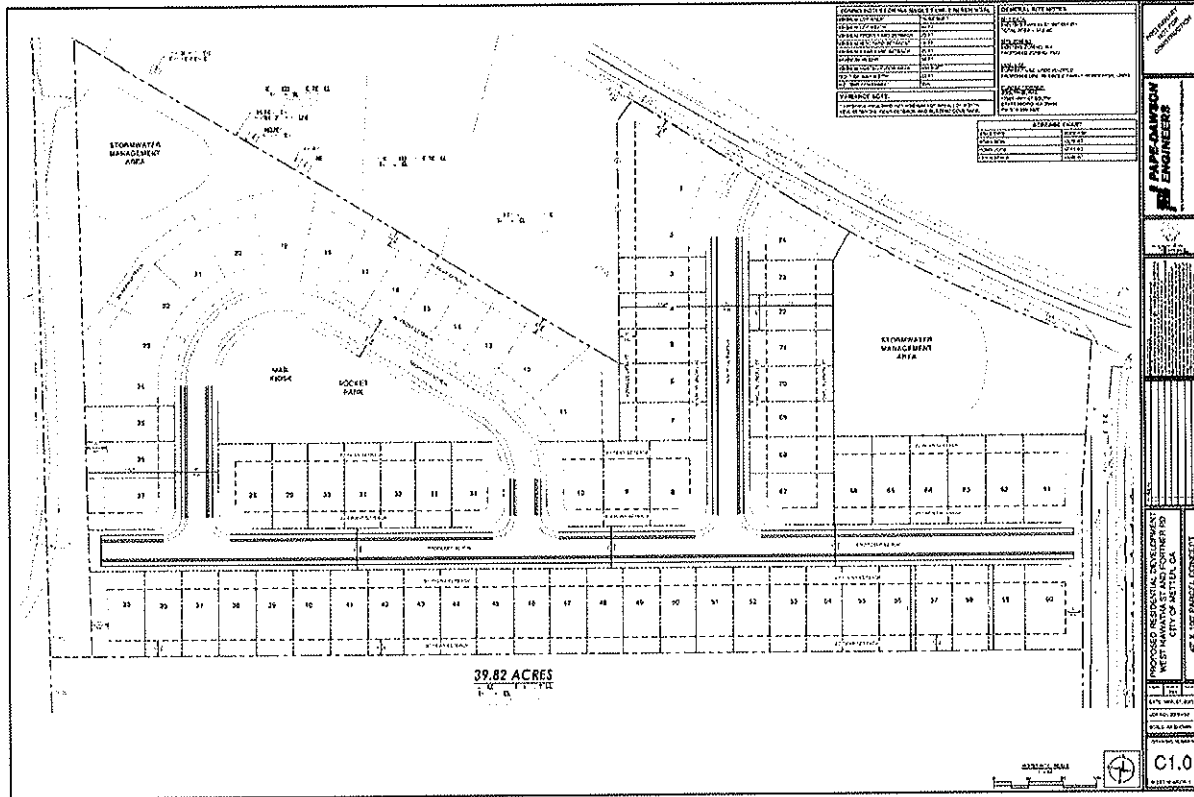
Mayor's Signature

Date

City Clerk's Signature

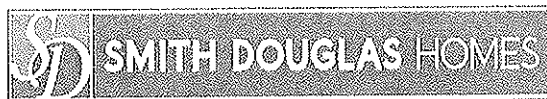
Date

Re-Zoning Property Analysis



Proposed Fortner Village Subdivision
A Residential Planned Development (PD)
Located at
West Hiawatha Rd., Fortner Road, and Leslie Road
City of Metter, Candler County, Georgia

Prepared by



QUALITY | INTEGRITY | VALUE

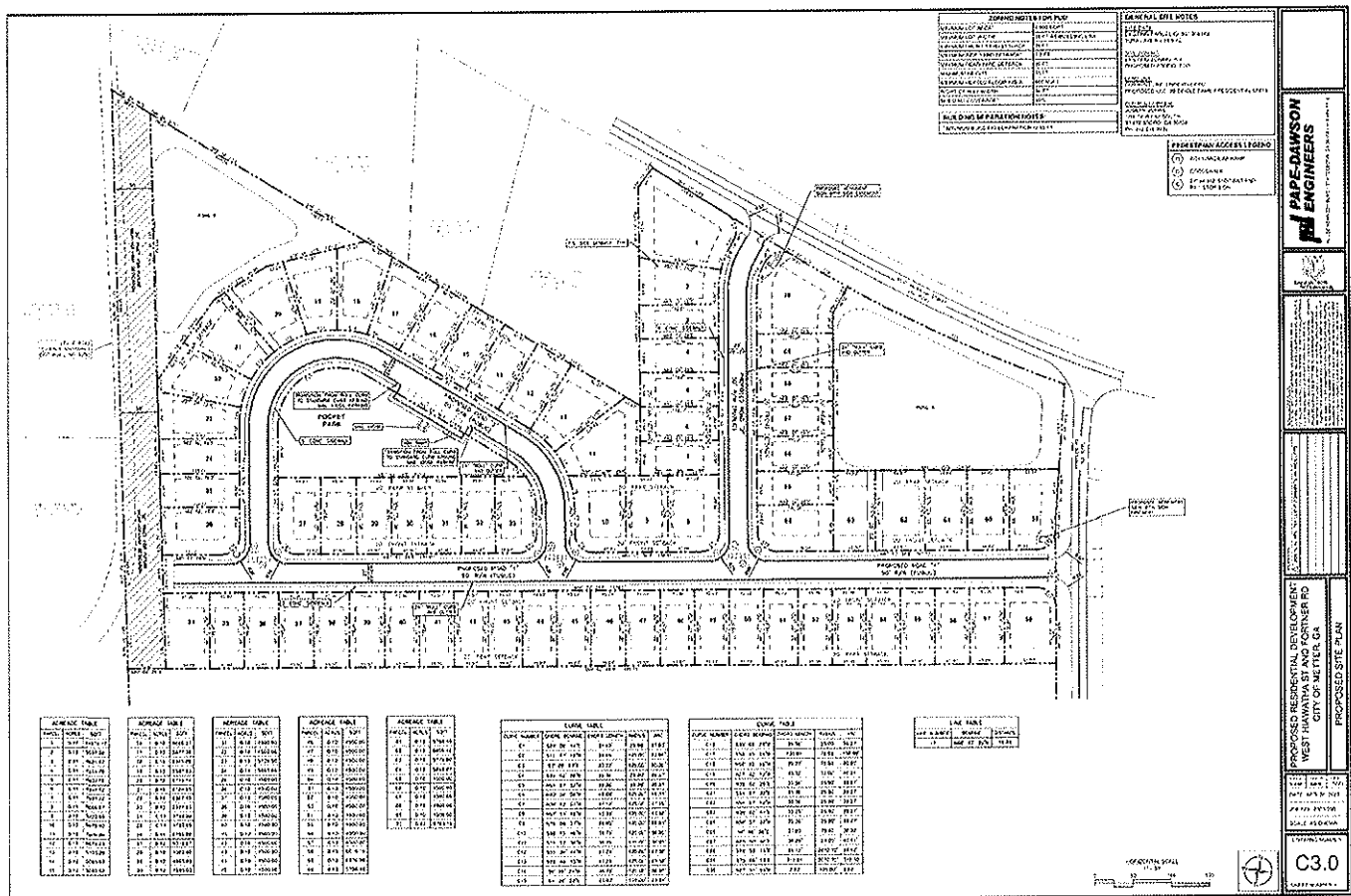
1920 Pennsylvania Avenue
McDonough, Georgia 30253
gffurrow@smithdouglass.com
(404) 428-7084

Executive Summary



Metter Green Subdivision is a proposed 70-unit single family home residential sub-division on 14.0 acres on one land parcel currently zoned R-4 located between W. Hiawatha Rd, Fortner Rd., the Metter-Candler Industrial Park and Leslie Street. Purchased from the Candler Industrial Authority, the property was previously used for agricultural uses. With single family housing to the north (W. Hiawatha Rd.) and east (Fortner Rd.), Metter-Candler Industrial Park is to the south (Lytell St.), and agricultural uses (onions) to the west (Leslie St.), the property's highest and best use is as a planned residential community to provide workforce housing for the very active industrial park.

Smith Douglas Homes and the city of Metter would pursue a rural workforce housing grant from the state of Georgia to enable affordable owner-occupied housing for middle income Georgians. With Smith Douglas homes expected pricing at \$140,000 to \$200,000 for single family houses of 800 sq. feet to 1,600 sq. feet, this project would be affordable for teachers, police officers and other middle-class workers. As the grant requires all proposed houses be completed within 30 months of approval of the grant (August 2025), all 70 houses would need to be ready for occupancy by summer, 2027 and development would need to commence within three (3) months of approval of the state grant.



Geometry and Density of Proposed Planned Development:

Number of Lots:	70	Front Setback:	20 Feet
Minimum Width:	45 feet	Rear Setback:	20 Feet
Minimum Depth:	100 feet	Side Setback:	7.5 Feet
Minimum Lot Sq. Ft.	4,500 square feet	Road Accesses:	2 vehicular,
Road R. O. W.	50 feet	W. Hiawatha Road – Vehicular	
Curb to Curb Dist.	22 feet	Fortner Road - Vehicular	
Sidewalks internal	4 feet -both sides of ROW	Building Setback:	15 feet

Gross Residential Acreage:	14.0 acres
Green Space:	0.68 acres
Roads & Detention:	4.83 acres
Net Residential Acreage;	8.49 acres
Residential Units per Gross Acre	5 units per acre (70 lots/14.0 gross acres)
Residential Units per Net Acre	8.24 units per acre (70 lots /8.49 net acres)
Maximum Units per Net Acre	5.50 units per acre (84 lots)

Zoning Property Analysis:



1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property:

The property is bound to the north by W. Hiawatha Street with single-family homes, we propose new single-family homes similar in façade design and materials with modern amenities.

The property is bound to the west by agricultural uses. Our proposed development will not conflict with the current adjacent use as an onion farm.

The property is bound to the east by Fortner Road, lined with single family homes of similar size and values.

The property is bound to the South by land owned by the Metter-Candler Industrial Authority, a planned industrial park. Our houses are intended to serve as a walkable residential component and should be complementary to the industrial park.

2. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property:

No. The development plan either continues with similar uses from the existing property uses (Residential or Agricultural) or is complementary to the adjacent existing uses.

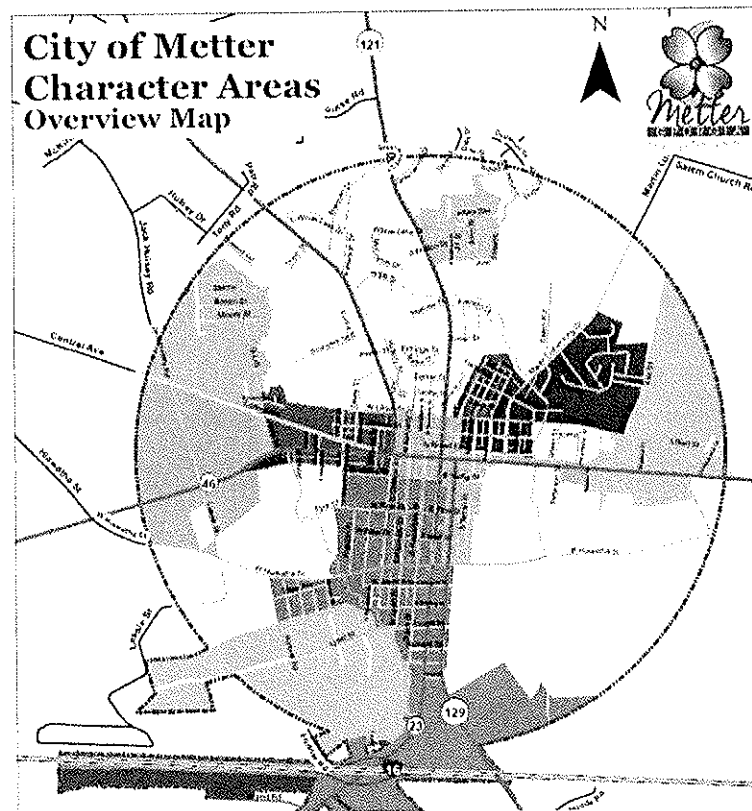
3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned:

The R-4 (multi-family residential) encourages rental-type developments on this parcel, while Metter residents have a high preference for home ownership over renting. While townhomes are permitted under this zoning, market analyses have shown that these would not sell quickly enough to be economically feasible for development. As it stands, the change to a PD zoning designation allows for the most economically viable paths to development on this parcel.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools:

The plan to add 70 homes will not excessively burden the streets or utilities. The schools and roads will not be materially affected by the addition of 70 single-family homes.

5. Whether the zoning proposal is in conformity with the policy and intent of the future land use plan of the city of Metter:



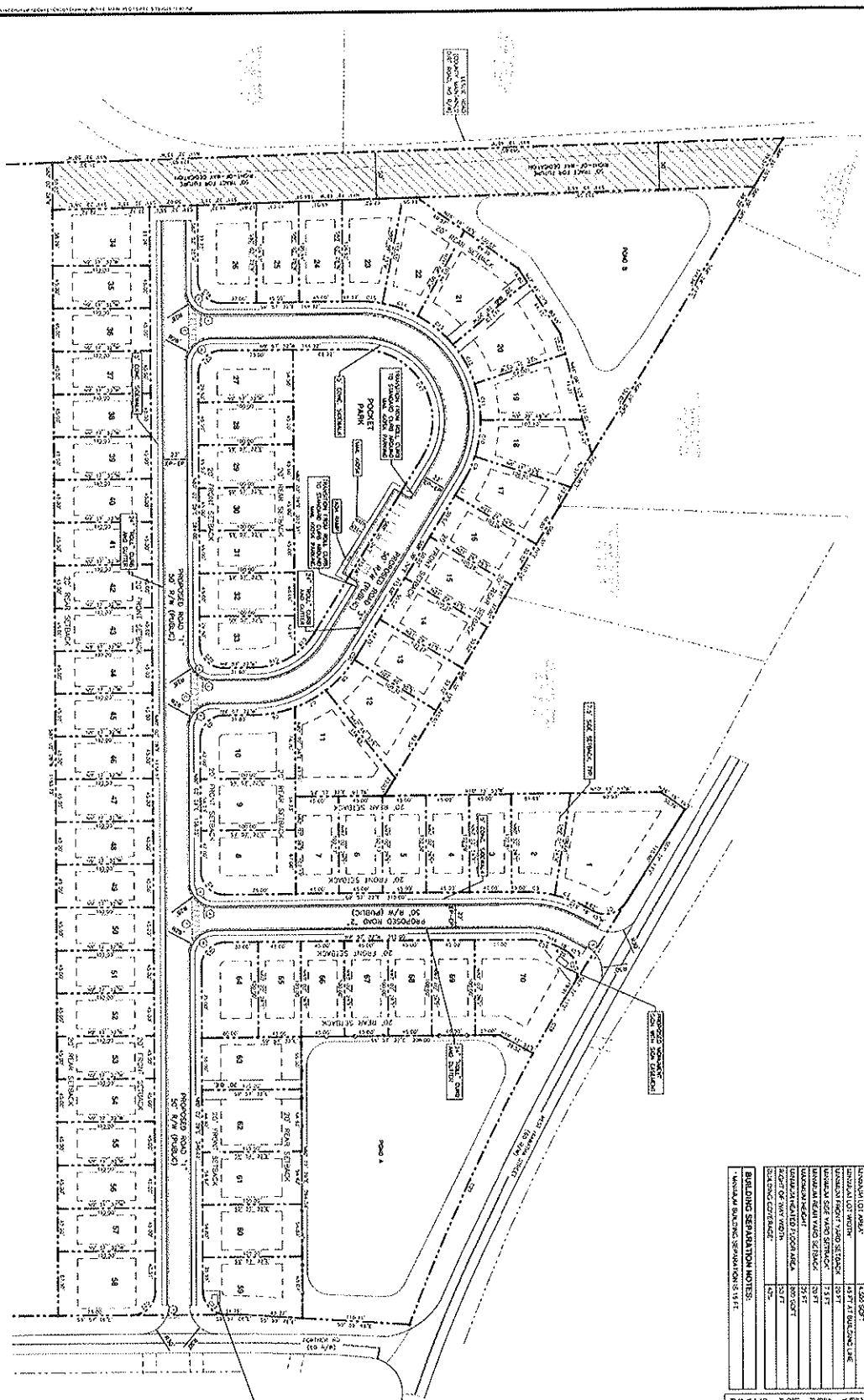
Yes. The future land use plan shows the property as planned as Neighborhood Subdivision Future Residential. Our proposed zoning of Planned Development (PD) for 70 single-family homes is consistent with the future land use map.

6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal:

The City of Metter has been highly successful in enticing industrial development to the City, resulting in a renewed demand for housing on top of the existing production shortages. As the employees at these new industrial partners take home 45 to 70 thousand dollars in salary annually, they have become a new pool of homebuyers. These residents are able to comfortably purchase homes up to \$200,000 utilizing FHA and USDA programs, and have a strong preference for purchasing homes over continuing to rent. Homeowners offer a city security in the form of a stable population and tax base, meaning that the proposed neighborhood will strengthen Metter's future. The proposal from Smith Douglas to re-zone the property to Planned Development will allow the city to zone property that allows us to build attainable housing for these new employees so that they can live, shop, and work as a truly integral part of Metter's community.

7. What is the relative gain to the public as compared to the hardship imposed upon the individual property owner by maintaining the current zoning?

The public gains 70 additional for-sale single family housing options that median-income people can afford (\$140,000 - \$200,000). These homes result in mortgage costs less than comparable rents, which potentially reduces the housing-burdened population in the immediate area. The likely use of the existing zoning would allow rental townhomes and apartments to be built in the location, which would reduce home ownership rates for the city. Additional manufacturers and large employers are concerned about the under-supply of housing in the rural areas of Georgia and seek sites in areas with available affordable housing. The ability to point to a major investment into the city of Metter by a top 36 national, public home builder solidifies another reason why "Everything is Better in Metter".



LOT	AREA (SQ. FT.)	AREA (SQ. YD.)
1	1,212	27.7
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15	1,212	27.7

LOT	AREA (SQ. FT.)	AREA (SQ. YD.)
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LOT	AREA (SQ. FT.)	AREA (SQ. YD.)
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LOT	AREA (SQ. FT.)	AREA (SQ. YD.)
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LOT	AREA (SQ. FT.)	AREA (SQ. YD.)
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LOT	AREA (SQ. FT.)	AREA (SQ. YD.)
171	1,212	27.7
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178	1,212	27.7
179	1,212	27.7
180	1,212	27.7

GENERAL SITE NOTES:

- 1. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY.
- 2. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY OF METTER.
- 3. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE REVIEW AND APPROVAL OF THE STATE OF GEORGIA.
- 4. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE REVIEW AND APPROVAL OF THE FEDERAL GOVERNMENT.

PROPOSED SITE PLAN

1. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY.

2. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY OF METTER.

3. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE REVIEW AND APPROVAL OF THE STATE OF GEORGIA.

4. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE REVIEW AND APPROVAL OF THE FEDERAL GOVERNMENT.

Please download the form and open it with **ADOBE READER** in order to submit it via email! An active email account is required.

RECEIVED

JUN 09 2025

CITY OF METTER
APPLICATION FOR AMENDMENT TO THE METTER
ZONING ORDINANCE
PURSUANT TO SECTION 13.02

A. Applicant Name: Kern & Co., LLC - Chad Zittrouer

Applicant Phone Number: 912-547-5894

Applicant Email Address: czittrouer@kernengineering.com

Applicant Address: P O Box 15179 - Savannah, GA 31416

Representative of Applicant (if corporation or other business):

Laurel Grove Development, LLC - Property Owner

Interested persons in application and their respective interest:

Dave Burns (Owner); Joseph Burns (Owner)

Ben Johnson (Real Estate Agent)

- B. Extent of area to be rezoned (Specify streets bounding and intersecting the area, a plan showing the extent of the area to be rezoned, the land use, and the zone classification of abutting districts. Attach photographs of the area to be rezoned and the abutting areas).

Property is currently R-4. Residential R-2 to the west along S. Terrell Street.

Access to East Pine to the North. Property to the North is zoned CR: Neighborhood/General Commercial.

Access to E. Hlawatha to the South. Property to the South is R-3. Property to the West is L-1 and buffered by a natural wetland.

- C. Statement of circumstances in the proposed district to be rezoned and the abutting districts and any other factors on which the applicant relies as reasons for supporting the proposed rezoning. (The applicant's statement should address issues identified in the cities adopted: "Standards for Zoning Decisions", copy attached).

The PUD zoning is similar to the existing R-4 Multi-Family Residential Zoning District.

D. Approximate time schedule for the beginning and completion of the development in the area: Begin - Fall 2025; Complete all Phases of Development (250 Units) - Spring 2029

E. Attach hereto a site plan to scale, indicating the locations of all structures, their uses, and areas for all off-street parking and loading.

Chad Zittrouer Digitally signed by Chad Zittrouer
Date: 2025.06.02 09:40:20-04'00'

Applicant Signature

6.2.25

Date

SUBMIT

**** A \$150.00 NON-REFUNDABLE APPLICATION FEE IS REQUIRED****

TO BE COMPLETED BY CITY HALL

6-9-25
Date Fee Paid

\$150.00
Amount Paid

Shauna Hochman
Collected by (Signature)

ADMINISTRATIVE REVIEW

Chris Hendrix
Building Official Review and Signature

6-5-2025
Date

Date Planning Commission Meeting Advertised: _____

Date Planning Commission Meeting Held: _____

Decision of Planning Commission and Reason:

Signed: _____

Chairman of Board

Clerk

Date Public Hearing Advertised: _____

Date Public Hearing Held: _____

Date City Council Meeting Held: _____

Decision of Mayor and City Council and Reason:

Mayor's Signature

Date

City Clerk's Signature

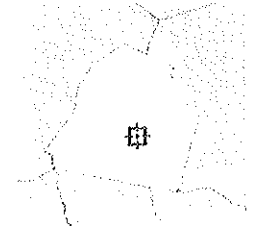
Date



Candler County, GA



Overview



Legend

- Parcels
- Roads

Parcel ID M56 001
Class Code Agricultural
Taxing District METTER
Acres 43.28

Owner LAUREL GROVE DEVELOPMENT LLC
6529 CLYO-KILDARE ROAD
NEWINGTON, GA 30446
Physical Address TRAPNELL ST
Assessed Value Value \$216400

Last 2 Sales			
Date	Price	Reason	Qual
6/3/2024	\$525000	MP	U
2/9/2023	\$295000	MP	U

(Note: Not to be used on legal documents)

Date created: 6/9/2025
Last Data Uploaded: 6/9/2025 1:37:07 AM

Developed by SCHNEIDER
GEOSPATIAL

A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY OF THE CITY AS
SURPLUS AND AUTHORIZING ITS DISPOSAL

THAT WHEREAS, from time to time the City will have personal property that becomes obsolete, broken, or worn out, and is replaced by newer equipment, or is seized due to criminal activity; and

WHEREAS, said personal property must be disposed of according to OCGA 36-37-6, in order to free up space for the newer equipment and/or to recoup any salvage value; and

WHEREAS, the Police Department has submitted a request to dispose of such personal property, and the Mayor and City Council wish to dispose of it;

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council of the City of Metter, Georgia this 16th day of June 2025, as follows:

Section 1. That the property listed below is hereby declared surplus and authorized to be disposed.:

- a) A 2014 Ford Explorer VIN NO. 1FM5K8AC7NGA42277 that is assigned to the Police Administrative Division. It has 163,766 miles.
- b) A 2018 Ford Explorer VIN NO. 1FM5K8AT4JCB33873 that is assigned to the Patrol Division. It has 87,143 miles. The vehicle has mechanical issues.
- c) A 2020 Chevrolet pickup truck VIN NO. 3GCNWAEEF2LG210963 that is assigned to the Animal Control Department. It has 230,415 miles.

Section 2. That the HR/Purchasing Manager is hereby authorized to have said surplus property advertised in the legal organ of Candler County, the *Metter Advertiser*, and placed on the Govdeal.com website for this disposal.

Section 3. That this Resolution shall be and remain in full force and effect from and after its date of adoption.

Adopted this 16th day of July 2025.

CITY OF METTER, GEORGIA

By: Edwin O. Boyd, Mayor

Attest: Angie O. Conner, City Clerk

DECLARATION OF SURPLUS

DEPARTMENT Police	DATE June 5, 2025
LOCATION OF PROPERTY 700 Washington Street	CONTACT PERSON Missy Edenfield
SIGNATURE OF DEPARTMENT HEAD	TELEPHONE (912)685-2527

[illegible]

OFFICIAL SIGNATURE 	DATE 6-6-2025
---	------------------

DECLARATION OF SURPLUS

DEPARTMENT Police	DATE June 5, 2025
LOCATION OF PROPERTY 700 Washington Street	CONTACT PERSON Missy Edenfield
SIGNATURE OF DEPARTMENT HEAD	TELEPHONE (912)685-2527

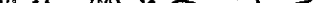
[illegible]

OFFICIAL SIGNATURE 	DATE 6-6-2025
---	------------------

DECLARATION OF SURPLUS

DEPARTMENT Animal Control	DATE June 5, 2025
LOCATION OF PROPERTY 700 Washington Street	CONTACT PERSON Missy Edenfield
SIGNATURE OF DEPARTMENT HEAD	TELEPHONE (912)685-2527

[illegible]

OFFICIAL SIGNATURE 	DATE 6.6.2025
---	------------------

Angie Conner

From: Edwin Boyd
Sent: Wednesday, May 28, 2025 12:54 PM
To: Angie Conner; Scott Wood
Subject: FW: Adoption of New Candler County Emergency Operations Plan
Attachments: EOP Plan 2025_Adopted.pdf

Do we need to take action on this or have we already approved?

From: Justin P. Wells <JWells@CANDLERCO-GA.GOV>
Sent: Tuesday, April 8, 2025 4:42 PM
To: Justin P. Wells <JWells@CANDLERCO-GA.GOV>
Subject: Adoption of New Candler County Emergency Operations Plan

Dear EMA Partners, ESF Leads, and Supporting Agencies,

I'm writing to inform you that on April 7, 2026, the Candler County Board of Commissioners officially adopted the updated Candler County Emergency Operations Plan (EOP). This newly adopted Base Plan supersedes all previous versions and is now in effect. I will also ask the municipalities to adopt this plan as part of theirs to align our operations.

This email includes a copy of the updated Base Plan for you to look over and refer to. A full set of supporting annexes, appendices, and addendums will be distributed later and are available to you all as needed. Master files and updates will be maintained on our internal servers. Please review the Base Plan and incorporate the updated guidance and structure into your agency's emergency planning and operations.

Please let me know if you have any questions or need assistance interpreting or implementing the plan within your organization.

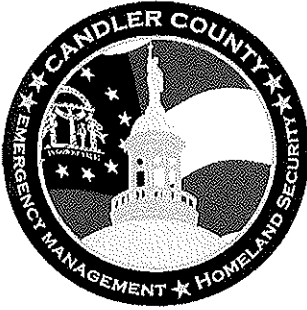
Thank you for your continued partnership and commitment to emergency preparedness in Candler County.

Sincerely,

Justin Wells



Justin P. Wells
Captain | Director
Candler County Sheriff's Office | Candler County Emergency Management Agency
1015 E. Hiawatha St.
Metter, GA 30439
(912)685-2568 | Office
(912)314-9585 | Cell
www.candlersheriff.com
<https://dot.cards/justinpwells>



Local Emergency Operations Plan

CANDLER COUNTY GEORGIA



2025
Adopted 4/7/2025

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Promulgation Statement

BRAD JONES

CHAIRMAN

CANDLER COUNTY BOARD OF COMMISSIONERS

CANDLER COUNTY EMERGENCY OPERATIONS PLAN (EOP) PROMULGATION

The primary role of government is to provide for the welfare of its citizens. The welfare and safety of citizens is never more threatened than during disasters. Emergency management aims to ensure that mitigation, preparedness, response, and recovery actions exist so that public welfare and safety is preserved.

The Candler County Emergency Operations Plan provides a comprehensive framework for County-wide emergency management. It addresses the roles and responsibilities of government organizations and provides a link to local, State, Federal, and private organizations and resources that may be activated to address disasters and emergencies in Candler County, Georgia

The Candler County Emergency Operations Plan ensures consistency with current policy guidance and describes the interrelationship with other levels of government. The plan will continue to evolve, responding to lessons learned from actual disaster and emergency experiences, ongoing planning efforts, training and exercise activities, and Federal guidance.

Therefore, in recognition of the Candler County government's emergency management responsibilities and with the authority vested in me as the county's Chief Executive Officer, I hereby promulgate the Candler County Emergency Operations Plan.

Brad Jones

Chairman, Candler County Board of Commissioners

Approval and Implementation

This plan supersedes the Candler County Emergency Operation Plan (EOP) dated March 01, 2016, and any update thereof. It is valid for four years from the date signed unless the undersigned requires a revision sooner.

This EOP describes the management and coordination of resources and personnel during periods of major emergency. This comprehensive local emergency operations plan is developed to ensure mitigation and preparedness, appropriate response, and timely recovery from natural and man-made hazards that may affect Candler County residents. This plan is also intended to clarify expectations for an effective response by local officials in support of first responders in the field, which can save lives, protect property, and more quickly restore essential services.

This EOP was developed by Candler County Emergency Management Agency in conjunction with other local agencies, non-governmental organizations, and private sector partners and is aligned with the National Response Framework, the National Disaster Recovery Framework, and guidance from the Georgia Emergency Operations Plan. It was also developed with lessons learned from previous disasters and emergencies that have threatened Candler County, as well as exercises and training events.

The Candler County Emergency Operations Plan delegates the authority of the Chairman of the Candler County Board of Commissioners to specific individuals in the event that he or she is unavailable. The chain of succession in a major emergency or disaster is as follows:

- a. Emergency Management Agency (EMA) Director
- b. Deputy EMA Director
- c. County Administrator
- d. County Sheriff

Date

Brad Jones

Chairman, Candler County Board of Commissioners

Signature Page

Brad Jones,
Candler County Board of Commissioners

Ed Boyd, Mayor,
City of Metter

Paul Green, Mayor
Town of Pulaski

1

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Record of Distribution

Plan #	Office/Department	Representative	Signature
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Purpose, Scope, Situation, and Assumptions

1.1 Purpose

The Candler County Emergency Operations Plan (EOP) is based on the hazards as listed in the Hazard Identification and Risk Assessment Plan, which includes all-natural, human-caused, and technological hazards that can be reasonably presumed to occur within the geographical boundaries of Candler County, Georgia. The EOP clarifies the actions taken for an effective response and describes the integration of the processes and procedures detailed in the National Response Framework (NRF) and National Disaster Recovery Framework, as well as serving as a guide for all municipal Emergency Operations Plans.

The Candler County EOP supports the five major mission areas outlined in the National Preparedness Goals: Prevention, Protection, Mitigation, Response, and Recovery. It supports the mission of protecting life and property against manmade and natural disasters by directing the county's efforts and restoring essential utilities and services at all levels of government through effective planning, preparation, response, and mitigation.

The EOP incorporates best practices and procedures from various incident management disciplines - homeland security, emergency management, law enforcement, firefighting, hazardous materials response, public works, public health, emergency medical services, and responder and recovery worker health and safety - and integrates them into a unified coordinating structure.

The EOP provides the framework for interaction with other county and municipal governments, the private sector, and NGOs in the context of incident prevention, preparedness, response, and recovery activities. It describes capabilities and resources and establishes responsibilities, operational processes, and protocols to help protect from natural and manmade hazards, save lives, protect public health, safety, property, and the environment, and reduce adverse psychological consequences and disruptions. Finally, the EOP serves as the foundation for the development of detailed supplemental plans and procedures to effectively and efficiently implement incident management activities and assistance in the context of specific types of incidents.

The EOP defines the actions and roles necessary to provide a coordinated response and provides a general concept of potential emergency assignments before, during, and following emergencies to Cities, Departments, and Agencies within Candler County, Georgia. It also provides for the systematic integration of emergency resources when activated for emergency situations and does not replace non-emergency operations plans or procedures.

1.2 Scope

Disasters or emergencies are high-impact events that require a coordinated and effective response by an appropriate combination of county, municipal, private-sector, and nongovernmental entities in order to save lives, minimize damage, and provide the basis for long-term community recovery and mitigation activities.

The EOP addresses the hazards and threats extracted from the Candler County Hazard, Identification and Risk Assessment (HIRA) and the Candler County Hazard Mitigation Plan.

The EOP introduces the fundamentals of mitigation and long-term recovery but is not the primary document for these activities. It also references activities occurring in all phases of the emergency management cycle. However, the primary focus of this document remains an operational plan that describes the basic strategies, assumptions, operational goals, and objectives in coordinating and mobilizing resources to support emergency management response and recovery activities.

The EOP applies to all participating departments and agencies of the jurisdictions contained within Candler County's geographical boundary and distinguishes between incidents that require County coordination, termed disasters or emergencies and the majority of incidents that are handled by responsible jurisdictions or agencies through other established authorities and existing plans.

Key Concepts

Key concepts that are reflected throughout the EOP are:

1. Systematic and coordinated incident management, including protocols for:
 - a. Coordinated action;
 - b. Alert and notification;
 - c. Mobilization of County resources to augment existing municipal capabilities;
 - d. Operating under differing threats or threat levels; and
 - e. Integration of crisis and consequence management functions.
2. Proactive notification and deployment of resources in anticipation of or in response to catastrophic events in coordination and collaboration with municipal governments and private entities when possible.
3. Organizing interagency efforts to minimize damage, restore impacted areas to pre-incident conditions if feasible, and/or implement programs to mitigate vulnerability to future events.
4. Coordinating worker safety and health, private-sector involvement, and other activities common to most incidents (see Incident-Specific Annexes).
5. Organizing ESFs to facilitate the delivery of critical resources, assets, and assistance. Departments and agencies are assigned to lead or support ESFs based on authorities, resources, and capabilities.
6. Providing vertical and horizontal coordination mechanisms, communications, and information sharing in response to threats or incidents. These mechanisms facilitate coordination among municipal entities and the County Government, as well as between the public and private sectors.
7. Facilitating support to County departments and agencies acting under the requesting

department or agency's authorities.

8. Developing detailed supplemental operations, tactical, and hazard-specific contingency plans and procedures.

9. Providing the basis for coordination of interdepartmental and municipal planning, training, exercising, assessment, coordination, and information exchange.

This EOP comprises five components that outline the State Emergency Management Program. These components include:

- Base Plan
- Emergency Support Function Annexes (or Agency/Department/Organization Function Annexes)
- Support Annexes (may include Continuity of Government/Operations, Warning, Population Protection, Financial Management, Mutual Aid/Multijurisdictional Coordination, Private Sector Coordination, Volunteer and Donations Management, Worker Safety and Health, Prevention and Protection, and Communications.)
- Incident/Threat Specific Annexes (Weather related, Earthquake, Tornado, Flood/Dam Failure, HAZMAT, Epidemic, Terrorism, Active Shooter, etc.)
- Companion Documents (Hazard Identification and Risk Assessments, Hazard Mitigation Plans), Plan Appendices & Standard Operating Guides

Each of these components are made up of various plans, guides and documents that collectively describe how the County plans for, responds to and recovers from natural and human caused disasters. The five components are published separately but reviewed collectively to ensure seamless integration.

The EOP is intended to capture and reflect the cooperative spirit of all senior elected and appointed leaders and their organizations to partner in a comprehensive emergency management program to protect the lives and property of all Candler County residents and visitors.

1.3 Situation Overview

1.3.1 Characteristics

Candler County is located in southeast Georgia and includes two incorporated municipalities: the City of Metter, which serves as the county seat, and the Town of Pulaski. Strategically positioned along Interstate 16, Candler County lies approximately 60 miles west of Savannah, 90 miles east of Macon, and 175 miles southeast of Atlanta. This location places the county within the region's key transportation and evacuation corridors. Notably, Candler County is located just 40 miles from the Hyundai Meta Plant in Bryan County, a major economic development expected to significantly impact regional traffic, infrastructure demands, and population growth in the coming years.

1.3.1.1 Location

Candler County encompasses approximately 249 square miles of land characterized by gently rolling terrain, agricultural fields, pine forests, and low-lying wetland areas. The

county lies within Georgia's coastal plain region and includes several small ponds, creeks, and flood-prone zones. The Canoochee River borders the eastern part of the county and contributes to potential flood risk during heavy rain events or tropical systems. Interstate 16 bisects the county from east to west and serves as a primary evacuation and logistics route, especially during hurricane events impacting Georgia's coastal areas.

In addition to I-16, Candler County is served by a network of state highways that support daily commerce, agricultural transport, and emergency operations. These include State Routes 23, 46, 57, 121, and 129. These highways connect the City of Metter and surrounding rural areas to neighboring counties and are critical for both routine travel and disaster response operations. The county is part of the Heart of Georgia Altamaha Regional Commission and maintains close working relationships with surrounding jurisdictions for emergency response coordination and mutual aid support.

1.3.1.2 Geographic

Candler County is located in southeastern Georgia and is characterized by its rural landscape, agricultural economy, and strategic location along key transportation routes. Emanuel County borders the county to the northwest, Bulloch County to the northeast, Evans County to the southeast, Tattnall County to the southeast, and Toombs County to the southwest. Candler County includes the City of Metter, the county seat, and the Town of Pulaski. The City of Metter lies along Interstate 16 and serves as a gateway to the county for travelers moving between Macon and Savannah.

The geographic boundaries of Candler County encompass approximately 249 square miles of land within the state's lower coastal plain region. The area consists of flat to gently rolling terrain with a mix of farmland, pine forests, and small bodies of water. The county's eastern side is bordered by the Canoochee River, which poses a flood risk during heavy rainfall or tropical events. The presence of Interstate 16, along with State Routes 23, 46, 57, 121, and 129, provides significant regional connectivity and plays a vital role in emergency response and evacuation planning.

Appendix A: Jurisdictional Maps illustrates the areas covered by this Emergency Operations Plan, including county boundaries, municipalities, major highways, and critical infrastructure.

1.3.1.3 Demographic

According to the 2021 U.S. Census estimates, Candler County has a population of approximately 11,037. The majority of the population resides in unincorporated areas outside of the two incorporated municipalities: the City of Metter, which serves as the county seat, and the Town of Pulaski, a small rural community in the northeastern portion of the county. While Metter serves as the commercial, governmental, and emergency response hub, much of the county's population is spread throughout rural communities and agricultural areas.

The county is primarily zoned agricultural, and land use patterns strongly emphasize farming, timber, and rural homesteads. This dispersed population presents unique emergency planning and response challenges, particularly for transportation, communications, and sheltering access.

By contrast, the City of Metter includes many zoning classifications, including residential, commercial, industrial, and heavy industrial zones. The city is home to several large manufacturing plants, a municipal airport, and other critical infrastructure, making it a central location for economic activity and emergency operations. These zoning types support various uses, from family neighborhoods to high-volume truck traffic and industrial production, which must be considered in emergency planning.

Although the county's full-time residential population is relatively small, the daily population count regularly exceeds 36,000 due to Candler County's location along Interstate 16, which brings a steady flow of commuter traffic, freight movement, and through travelers. Industrial employers, logistics facilities, and commercial businesses near the I-16 corridor also draw in many workers from neighboring counties.

Candler County also sees periodic population increases from school events, tourism, regional gatherings, and seasonal activities, which can further elevate public safety and emergency services demand. Populations of concern during emergencies include elderly residents living in isolated rural areas, school-aged children, and individuals with access and functional needs, including those who depend on power for medical equipment or require mobility assistance.

Emergency preparedness efforts are designed to address both the urbanized concentration of infrastructure in Metter and the rural, dispersed nature of the broader county, ensuring a balanced, inclusive, and scalable approach to response and recovery.

1.3.1.4 Designated Areas of Interest

Candler County and the City of Metter contain several designated areas of interest that require special consideration in emergency planning and response. One of the most significant is Interstate 16 (I-16), which runs directly through the center of the county. This major east-west transportation corridor carries a high volume of commercial freight and passenger traffic daily and plays a critical role during hurricane evacuations from coastal Georgia. In the event of severe weather, hazardous materials incidents, or mass evacuations, I-16 requires close coordination for traffic control, public safety response, and resource staging.

The continued development associated with the Hyundai Meta Plant, located approximately 40 miles from Candler County, has increased regional industrial activity and traffic. As a result, supporting industries and logistics operations have begun to establish themselves along the I-16 corridor in Candler County. These industrial facilities, particularly in Metter's designated heavy industrial zones, may contain hazardous materials and critical infrastructure that require specific pre-incident planning for fire response, evacuation, and hazardous materials containment.

The City of Metter Municipal Airport is another key facility. Though it is a general aviation airport, it has the potential to serve as a staging location for aerial support, emergency supplies, or evacuation assistance in the event of a large-scale incident. Additionally, the downtown Metter commercial district and nearby residential neighborhoods represent high-density areas that would require concentrated public communication, shelter planning, and emergency access in times of disaster.

Candler County also includes several large industrial and manufacturing plants that employ many residents and operate daily within industrial zones in and around Metter. These facilities are essential to the local economy but may pose additional hazards, including the presence of flammable or toxic materials. Emergency response agencies have identified these as priority sites for pre-planning and incident coordination.

Public schools within the Candler County School District, including Metter Elementary, Metter Middle, Metter High School, and the Metter Candler Career Academy, are designated as critical facilities. These campuses may serve as shelters or reunification points during disasters and must be prioritized in emergency support functions.

These areas of interest are incorporated into the county's emergency operations planning, resource deployment strategies, and hazard mitigation efforts to ensure a coordinated and effective response to any incident that may impact the jurisdiction.

1.3.1.5 Special Events

Candler County and the City of Metter host several annual events that draw large crowds and require coordinated emergency planning and resource support due to the significant increase in local population and traffic during these times.

The most notable event is the Another Bloomin' Festival, held each year in mid-April in downtown Metter. This one-day arts and crafts festival features hundreds of vendors, food trucks, live entertainment, a 5K race, children's activities, and a BBQ cook-off. The event is one of the largest of its kind in the region, drawing over 30,000 visitors annually. Its size and scope require coordinated planning across multiple agencies, including law enforcement, EMS, fire, and public works.

Another major community gathering is the Metter Food Truck Festival, typically held in late September. This event showcases regional and state food truck vendors, live music, family-friendly attractions, and cultural exhibits. While attendance varies year to year, the festival consistently brings in several thousand visitors, significantly increasing foot traffic and road congestion in the downtown and I-16 corridor areas.

In early December, the City of Metter hosts Christmas in Metter, a beloved local celebration that includes a holiday parade, Christmas tree lighting ceremony, vendor markets, and live performances. The event draws a mix of local residents and visitors from neighboring counties and serves as a major seasonal event for the community.

These special events require advanced coordination and contingency planning to ensure public safety, manage traffic flow, support medical services, and maintain emergency access routes. Each event is included in annual planning efforts and addressed within operational plans developed by the Candler County Emergency Management Agency in cooperation with local public safety partners.

1.3.1.6 Economic Base and Infrastructure

Candler County's economy remains deeply rooted in agriculture, with a strong dependence on a variety of traditional and specialty crops. The county's rural landscape supports the production of cotton, Vidalia onions, peanuts, corn, soybeans, timber, and a variety of fruits and vegetables. Many local farms also engage in cattle production and diversified row cropping. Agriculture is not only a vital part of the local economy but also

an important part of the county's identity, culture, and land use. This sector supports employment, small business activity, and the local tax base.

While agriculture remains a foundation of the economy, Candler County has made substantial progress in economic diversification, particularly over the past several years. This effort has been spearheaded by the growth of the Metter I-16 Industrial Park, which has attracted major industrial and manufacturing investments. In 2023, DAS Corporation, a global automotive parts supplier, announced a \$35 million investment in a new facility that is expected to create 300 jobs. This facility will supply seating systems and components to manufacturers like Hyundai Motor Group and Kia Motors Manufacturing Georgia.

Building on that momentum, Doowon Climate Control America, Inc. announced in early 2024 that it will invest over \$30 million in a new plant in Metter to manufacture climate control systems for electric and traditional vehicles, creating an additional 200 jobs. Both companies are part of Georgia's rapidly expanding electric vehicle and mobility supply chain and position Candler County as a key player in the state's industrial future.

In the realm of sustainable agriculture and food technology, 4 Fungi's Regenerative is constructing a controlled-environment facility focused on regenerative growing practices. Their \$27 million investment in Metter will create nearly 50 jobs and use innovative techniques to repurpose agricultural waste and promote soil health.

This economic diversity—anchored by agriculture but now complemented by advanced manufacturing and sustainability-focused industries—has made the county more resilient to economic fluctuations. However, many parts of the county remain heavily dependent on farming and timber, and a significant weather-related disaster, drought, or crop failure would still have substantial economic consequences.

In the event of a major emergency or disaster, high-impact zones would include the Metter I-16 Industrial Park, downtown Metter, and the county's primary agricultural production areas. Damage to these areas could result in both short-term operational disruptions and long-term economic setbacks. Recovery would require coordinated efforts across local government, emergency management, industry partners, and the farming community to restore infrastructure, support displaced workers, and stabilize the local economy.

1.3.1.7 Potential Hazards

Candler County is subjected to the effects of many disasters, varying widely in type and magnitude from local communities to statewide in scope.

Table 1: Hazard Identification and Grouping

Natural Hazards

Severe Weather • Thunderstorms • High Winds • Lightning • Hail • Tornado	Severe Winter Weather • Snow • Extreme Cold • Ice • Blizzard • Freezing Rain • Sleet	Tropical Cyclone • Storm Surge • High Winds • Heavy Rainfall • Tornado
Infectious Disease • Infectious Diseases • Food Borne Diseases • Agricultural Disease Outbreak • Novel Disease Outbreak	Drought Wildfire • Extreme Heat • Wildfires • Smoke • Water Shortage	Inland Flooding • River Flooding • Flash Flooding • Urban Flooding
Geologic Hazard • Sinkholes • Earthquake • Landslides		
Human-Caused Hazards		
Cybersecurity Attack • Hacking/Phishing • Infrastructure Disruptions • Ransomware/Malware Attacks • Network Intrusion/Disruption Transportation	Active Shooter • Explosives/Improvised Explosive Devices • Vehicle Ramming • Sniper Attack • Hostage Taking	Radiological Release • Radiological Release Technical • Radiological Release Hostile
Hazardous Material Release • Transportation-Related • Storage-Related, Spills, and Leaks		
Technological Hazards		
Dam Failure • Downstream Flooding • Erosion • Property Damage • Environmental Damage • Transportation Disruption • Infrastructure Disruption	Infrastructure Failure • Communications • Transportation • Energy • Public Works	

Table 2: Hazard Identification Process

Hazard of Concern	How and Why hazard was Identified
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Severe Weather • Thunderstorms • High Winds • Lightning • Hail • Tornado	• Review of historical disaster declarations and NWS NCDC Storm Events Database • 29 out of 42 declared disaster events in Georgia were Severe Weather events
Inland Flooding • Rivers • Flash • Urban	• Review of historical disaster declarations and NWS NCDC Storm Events Database • Flooding impacts Georgia nearly every year and results in the majority of the damages associated with hazard events • 17 out of 42 declared disaster events in Georgia were flood events
Tropical Cyclone • Storm surge • High Winds • Heavy Rain fall • Tornado	• Review of historical disaster declarations and NWS NCDC Storm Events Database • NWS hurricane data • 6 out of 42 declared disaster events in Georgia were hurricane, tropical storm, or coastal events
Severe Winter Weather • Snow • Ice • Freezing Rain	• Review of historical disaster declarations and National Weather Service (NWS) National Climatic Data Center's (NCDC) Storm Events Database • Four (4) out of 42 declared disaster events in Georgia were winter weather related events
Drought Wildfire • Extreme Heat • Wildfires	• Review of historical disaster declarations, NWS NCDC Storm Events Database, U.S. Drought Monitor and Drought Impact Reporter • The entire State of Georgia is subject to the effects of drought
Geologic Hazards • Sinkholes • Earthquake	• Review of historical data, including United States Geological Survey • Earthquakes have impacted Georgia in the past. Between 1811 and 2013, there have been 11 earthquake events with epicenters near Georgia
Infectious Diseases: • Infectious Diseases • Food Borne Diseases • Agricultural Disease Outbreaks • Novel Disease Outbreaks	• Numerous bodies of water located in the state that assist with the breeding of mosquitos and other waterborne pathogens
Cybersecurity Attack • Hacking/Phishing • Infrastructure Disruptions • Ransomware/ Malware Attacks • Network Intrusion/ Disruption • Transportation	• Most of Georgia's critical infrastructure is linked to some technology-based platform, which is a key vector of attack in a cybersecurity incident
Active Shooter • Explosives/Improvised Explosive Devices • Vehicle Ramming • Sniper Attack • Hostage Taking	• Terrorist attacks can occur anywhere • Georgia is an attractive target due to it's to major urban areas, seaports and tourism.

Radiological Release (Technical, Hostile) • Individuals (Physical and Psychological Health) • Property • Environment • Infrastructure • Agriculture • Zoological • Economy	• Georgia contains 6 counties within the 10-mile Emergency Planning Zone • 76 counties within the 50-mile Ingestion Pathway Zone of nuclear power plants located within Georgia and adjacent states.
Hazardous Material Release • Injury • Loss of life • Property damage • Environmental damage	• Over 900 reports of oil and hazmat releases reported in 2017 • 528 on the State's hazardous site inventory
Dam Failure • Downstream Flooding • Erosion • Property Damage • Environmental Damage • Transportation Disruption • Infrastructure Disruption	• Georgia has 4489 Dams • In Georgia all major rivers are dammed at least once • Numerous smaller dams, including agricultural exist
Infrastructure Failure • Communications • Transportation • Energy • Water Wastewater	• Georgia is home to numerous pieces of critical infrastructure across all identified sectors

1.3.1.8 Vulnerability Assessment

Vulnerability includes all populations and assets (environmental, economic, and critical facilities) that may be at risk from natural, human-caused, and technological hazards. Vulnerability analysis measures the level of assets, populations, or resources within a given region, city, or town. The vulnerability is a function of the built environment, local economy, demographics, and environmental uses of a given region.

The damage and/or destruction of any of Candler County's six (6) critical lifeline sectors (Communications, Emergency Services, Energy, Information Technology, Transportation Systems, and Water/Wastewater Systems) represents enormous economic, social, and general functional costs to a community, while also impeding emergency response and recovery activities.

A nonfunctional road can have major implications for a community: general loss of productivity; disruption of physical access preventing residents from getting to work or other daily activities; prevention of emergency vehicles from reaching destinations; associated health and safety implications; and potential access difficulties causing the disruption of important lifeline supplies, such as food and other deliveries to the community.

Damaged or destroyed utility lines and facilities, including electricity, computer and

satellite links, gas, sewer, and water services, can cripple a region after a disaster. Power lines are often severely damaged or destroyed, resulting in the loss of power for days, weeks, or even months. This is particularly critical considering modern societies' dependence on electricity. In addition to essential modern household appliances being affected, public water supplies, water treatment, and sewage facilities can also be impacted. Electric pumps cannot pump drinking water into an area without power, and even if they could, the water delivery system could be breached in several areas. The loss of elevated water tanks also results in a lack of safe drinking water. Even disaster victims who do get water may have to boil it to eliminate waterborne pathogens introduced to the supply in breached areas.

Although not a complete representation of all the possible types of facilities, this dataset is a good representation of critical facilities in Candler County.

Table 3: Types of Facilities

Jurisdiction Owned Holdings:	13,464
Interstate roads within Jurisdiction (in miles)	15
State Maintained Roads (in miles)	300
County Maintained Roads (in miles)	1200
Bridges	10
Law Enforcement Agencies:	4
Fire Stations:	2
Hospitals:	1
Dispatch Centers	1
First Responder's Communication Towers	3
TV Digital Station Transmitters	0
AM Transmission Towers	2
FM Transmission Towers	2
Cellular Towers	10
City Halls:	2
Housing Units	4,653
Mobile Homes	??
Airports:	1
Dams:	0
Fishing and Boating Access/Marinas:	0
Power Transmission Lines (in miles)	1000
Power Distribution Lines (in miles)	2000
Power Substations	5
Water/Wastewater Stations	5
Natural Gas Lines (in miles)	1000

1.3.2 Planning Assumptions

1. A disaster may occur within Candler County with little or no warning and may escalate more rapidly than Candler County can handle.
2. Incidents are typically managed at the lowest possible organizational and jurisdictional level. The local government will take initial actions to mitigate the effects of

emergency situations or potential disaster conditions as soon as possible.

3. During a State of Emergency, the EMA Director, as the individual responsible for carrying out Candler County's emergency management programs, has command and control authority over all operational areas necessary to help Candler County respond to, recover from, and mitigate against natural and manmade emergencies.

4. It is assumed that any of the disaster contingencies could individually, or in combination, cause a grave emergency situation within Candler County. It is also assumed that these contingencies will vary in scope and intensity, from an area in which the devastation is isolated and limited to one that is wide-ranging and extremely devastated. For this reason, planning efforts are made as general as possible so that great latitude is available in their application, considering they could occur in several locations simultaneously.

5. Agencies/departments/offices assigned responsibilities in the EOP develop and maintain necessary plans, standard operating procedures, mutual aid agreements and model contracts to successfully accomplish the mission.

6. Agencies are prepared to fulfill assigned responsibilities from the EOP, supporting plans, and joint operational or area plans.

7. Mutual Aid from response organizations from another jurisdiction is expected to supplement the efforts of the affected jurisdiction in an efficient, effective, and coordinated response when County officials determine their own resources to be insufficient.

8. When provided, Federal and State disaster assistance will supplement, not substitute, relief provided by local jurisdictions.

9. It is the responsibility of elected officials and designated responders under this plan to save lives, protect property, relieve human suffering, sustain survivors, repair essential facilities, restore services, and protect the environment.

10. Effective prediction and warning systems have been established that make it possible to anticipate certain disaster situations that may occur throughout the jurisdiction or the general area beyond the jurisdiction's boundaries.

11. When an emergency exceeds Candler County resource and response capabilities, the local government will request assistance from neighboring jurisdictions and may elevate requests for assistance to Georgia Emergency Management and Homeland Security Agency (GEMA/HS) if needed.

12. When a jurisdiction receives a request to assist another jurisdiction, reasonable actions will be taken to provide the assistance as requested. This includes all agencies, departments, and offices supporting this EOP as well as any neighboring jurisdictions.

13. Incidents, including large-scale emergencies or events, require full coordination of operations and resources and may:

- a. Require significant information sharing across multiple jurisdictions and between the public and private sectors;
- b. Involve single or multiple jurisdictions and/or geographic areas;

- c. Have significant local and/or statewide impact and may require significant inter-governmental coordination;
 - d. Involve multiple, highly varied hazards or threats on a local, regional, statewide or national scale;
 - e. Result in mass casualties, displaced persons, property loss, environmental damage and disruption of the economy and normal life support systems, essential public services and basic infrastructure;
 - f. Require resources to assist individuals with access and functional needs;
 - g. Impact critical infrastructures across multiple sectors;
 - h. Exceed the capabilities of local agencies, Non-Government Organizations (NGOs), and Private Sector Partners (PSPs) (to include private sector infrastructure owners and operators);
 - i. Attract a sizeable influx of public, private, and voluntary resources, including independent and spontaneous volunteers;
 - j. Require short-notice asset coordination and response; and
 - k. Require prolonged incident management operations and support activities for long-term community recovery and mitigation.
14. Factors influencing the need for state involvement in response and recovery may include, but are not limited to:
- a. Severity and magnitude of the incident.
 - b. Local needs exceeding available resources.
 - c. Incident type or location.
 - d. Protection of public health, welfare or the environment.
 - e. Economic ability of the jurisdiction and/or affected localities to recover from the incident.]

Concept of Operations

The Concept of Operations outlines Candler County's general approach when responding to emergencies and disasters. It provides a framework for coordinating personnel, resources, and support agencies in a manner that ensures a timely, organized, and effective response. The approach is designed to be flexible and scalable, allowing it to adapt to a wide range of incidents—from small-scale local emergencies to large-scale disasters affecting the entire jurisdiction.

1.4 General

Emergency response operations in Candler County begin with identifying an actual or potential threat. Once an incident is recognized, initial actions focus on gaining situational awareness, notifying key personnel, and initiating appropriate response protocols. If conditions warrant, the Candler County Emergency Operations Center

(EOC) will be activated to coordinate operations and support field activities.

Response tasks generally follow a logical progression. First, monitoring and notification systems are used to detect threats and issue alerts to the public and response agencies. This is followed by the activation of the EOC and relevant command structures. Response operations then focus on deploying emergency services, protecting lives and property, disseminating public information, and coordinating with local, regional, and state partners. Once the immediate threat is stabilized, efforts shift toward maintaining essential services and supporting recovery activities. The recovery phase includes damage assessments, infrastructure restoration, and long-term recovery planning.

This general concept supports a unified and coordinated approach to emergency response across all jurisdictions and disciplines within Candler County, ensuring the efficient use of available resources and prioritizing the safety and well-being of the community.

Communications is maintained between affected jurisdictions and GEMA/HS Area Emergency Management and/or Homeland Security Field Coordinators. GEMA/HS personnel may respond to the jurisdiction to facilitate ongoing information exchange.

Candler County Board of Commissioners Chairman may declare local states of emergency and request State assistance. All requests for state assistance should be entered into WebEOC and coordinated with the assigned area field coordinator at the State Operations Center (SOC).

County EOCs will serve as clearinghouses for response and recovery operations and for the deployment of resources within the counties, including cities within the counties.

This plan is based on three organizational levels of emergency management: local, state, and federal. Each level works together to provide a delivery system to meet the public's needs. Emergency operations are initiated at the lowest level able to respond to emergencies and disasters.

Supporting agencies and volunteer organizations are incorporated in this plan for a whole community approach.

1.5 Goals and Objectives

1.5.1 Goals

1. Promote all phases of emergency management and coordinate the community's mitigation of, preparation for, response to, and recovery from injury, damage, and suffering resulting from a localized or widespread disaster.
2. Facilitate effective use of all available resources during a disaster.
3. Maintain the quality of life for our citizens before, during, and after a disaster.

1.5.2 Objectives

1. Meet the needs of disaster victims: Save human lives; treat the injured; warn the public to avoid further casualties; evacuate all who are potentially endangered;

coordinate with other agencies to shelter and care for those evacuated.

2. Protect property: Take action to prevent property damage, provide security for property, especially in evacuated areas, and prevent contamination of the environment.

3. Restore the Community: Re-establish essential utilities, transportation routes, public infrastructure, and facilities and encourage economic activity.

1.5.3 National Incident Management System and the Incident Command System

1. Candler County has adopted the National Incident Management System (NIMS) as the standard incident management structure. The Incident Command System (ICS) is the standard for on-scene emergency management throughout Candler County. First responders in all organizations are encouraged to implement the training, exercise, and everyday use of ICS.

2. All Candler County emergency response agencies utilize the ICS to direct emergency response activities. The ICS provides an important framework from which all agencies can work together efficiently and effectively. The EOC link to the incident scene is via an Emergency Management staff member located at the Incident Command Post.

3. If the incident affects multiple agencies and jurisdictions, a transition may occur from a single Incident Commander to a Unified Command structure. Unified Command may appoint a single spokesperson to carry out the command decisions. The remaining response functions (planning, operations, logistics, and finance) will also be "unified" by the responders of the various organizations.

1.6 Emergency Operations Center (EOC) Operating Conditions and Activation

The Candler County Emergency Operations Center (EOC) serves as the centralized coordination point for managing disaster and emergency response efforts. The EOC is activated in accordance with the county's operational readiness levels, referred to as OPCON (Operational Condition) Levels, which reflect the severity of the situation and the level of coordination required.

The Emergency Management Agency (EMA) Director or designee may initiate the activation of the EOC in consultation with the Chairman of the Candler County Board of Commissioners, the Sheriff, or other designated officials. Upon activation, the EMA Director will notify all relevant agencies, Emergency Support Function (ESF) leads, and county leadership. Notifications may occur through direct communication, emergency alerting systems, or pre-established contact lists.

1.6.1 EOC Operating Levels

OPCON 5 – Normal Operations

This level reflects day-to-day operations with no known threats or emergencies. The Emergency Management Agency (EMA) monitors routine weather patterns and regional activity and conducts regular training and exercises. No activation of the EOC is required. The EOC remains in an Active Monitoring status, with minimal staff on duty or on-call to observe conditions and maintain readiness.

OPCON 4 – Increased Readiness

A potential threat has been identified that may require a partial or full activation of the EOC. Situational monitoring is heightened, and select Emergency Support Function (ESF) partners may be notified to prepare for possible deployment. The EOC may shift from Active Monitoring to an Elevated (Partial) Activation posture, with EMA leadership and designated ESF representatives actively engaged in preparedness and coordination activities.

OPCON 3 – Emergency Likely or Imminent

A disaster or emergency situation is likely or imminent. The Candler County Emergency Operations Plan is formally activated. Depending on the scope and nature of the incident, the EOC may operate in either Elevated (Partial) Activation or Full Activation status. Key ESF leads are engaged to begin coordinated response efforts, and resource staging or public notifications may begin in advance of impact.

OPCON 2 – Emergency in Effect

A disaster is actively impacting the jurisdiction. The EOC is at its highest level of preparedness short of full emergency operations. A Full Activation is in effect, with all relevant EOC staff and ESF agencies either physically present or participating virtually. Coordination with regional, state, and federal partners may be initiated, and incident support continues around the clock.

OPCON 1 – Full Emergency Response

This represents the most critical and intense level of emergency operations. A major disaster is underway, and the EOC operates at its Full Activation posture, with maximum staffing and support. Emergency operations focus on life safety, incident stabilization, protection of property, and support to field operations. All EOC functions are fully engaged, and coordination is maintained across all responding agencies and jurisdictions.

1.6.2 Field Operations

1. The EMA staff is on-call 24/7 with one person designated as the primary contact. The on-call primary EMA representative is available to respond and assist with field operations as requested through Public Safety Communications when the EOC is not activated.
2. Small-scale incidents or emergencies may be mitigated on the scene without opening the EOC.
3. As the incident complexity increases, resources must increase, requiring the Incident Command (IC) to expand the incident management organization with additional levels of supervision. The requesting agency should utilize its own departmental staff to fill the ICS command and general staff positions needed to successfully manage the incident.
4. Once an incident has escalated and all typical mission-specific resources are exhausted or at the discretion of the IC, the on-call primary EM representative can be dispatched to serve in a logistical or planning role and request additional outside resources in support of the operation.

5. All EMA staff are cross-trained to fill ICS Command and General staff positions. However, due to their function, the Incident Commander and Operations Section Chief should be staffed by the lead agency.

6. If all local resources have been utilized and the on-scene command is overwhelmed due to long operational periods and /or shortage of staff, the on-call primary EM representative will contact the remaining EM staff for additional support.

7. When required or requested, a Mobile Command Post may be utilized for on-scene direction, coordination, and control. |

1.6.3 Activation of the Emergency Operations Plan (EOP)

1. The EMA Director will make a recommendation to the Chairman of the Board of Commissioners regarding the activation/implementation of the EOP. In the event the Chairman of the Board of Commissioners is not available, the EMA Director has the authority to order the activation. If the EMA Director is not available; then the EMA Deputy Director has the authority to order the activation.

2. When the EOP is implemented, all county and supporting municipality resources are available to respond to and facilitate recovery from the disaster. In the event of an emergency, personnel may be tasked with accomplishing a mission outside of their normal area of responsibility.

3. Activation of the plan is also associated with the EOC Operating Level. At Elevated Activation, when there is a possibility of an emergency or disaster, the EOP may be partially or fully activated, as required. At Full Activation, when a disaster or emergency situation is imminent or in progress, the EOP activation is required.

4. The EMA will establish and maintain journals, records, and reporting capabilities in accordance with state and federal laws and regulations. |

1.6.4 Emergency Operations Center (EOC) Operations

1.6.4.1 General

|Anytime a disaster or emergency situation goes beyond the capability of a single jurisdiction, or requires multiple agencies or departments, the EOC may be activated. If the disaster is countywide, the EOC activation is mandatory. The EOC is an essential tool for successful response and recovery operations. With decision and policy makers located together, personnel and resources can be used efficiently. Coordination of activities will ensure that all tasks are accomplished, minimizing duplications of efforts. The EMA Director or Deputy Director will determine if the EOC needs to be activated. |

1.6.4.2 Location

|The Candler County EOC is located at 1015 E. Hiawatha St., Metter, GA. If an alternate EOC is needed it will be designated by the EMA Director or Deputy Director at the time of the event. The alternative EOC locations are, 1075 E. Hiawatha St. Metter, GA |

1.6.4.3 Activation Options

|In the event the EOC is activated, the EMA Director or Deputy Director has options available. As all emergencies do not require full EOC activation, another activation level

is available. In some instances, the EOC activation process might step from one level to another, while other situations might require immediate Full Activation.

1. **Partial Activation** occurs during small-scale incidents requiring minimal resources and personnel but still not requiring full activation of the EOC. The EMA Director or Deputy Director will determine which ESFs are needed and the hours of operations.

2. **Full Activation** occurs when all ESFs are fully manned and operating 24-hours a day. This will occur during major emergencies and disasters, and will be the priority activity in the county when activated.

Once the emergency or disaster necessitating the EOC activation is over, the EMA Director or Deputy Director, with the Chairman of the Board of Commissioners' authorization, will determine the means of deactivating the EOC. Some incidents will allow the full and immediate closure of the EOC, while others will require a slower transition.

1.6.4.4 Emergency Support Functions

To assure maximum response and efficient use of personnel and other resources, Emergency Support Functions (ESFs) are as indicated:

Table 4: ESF Primary and Alternate Responsible Agencies

ESF	Function	Primary	Support
ESF-1	Transportation	Candler County Roads and Bridges	GA DOT
ESF-2	Communications	Candler County EMA	Candler Co Sheriff/ Bulloch County Public Safety
ESF-3	Public Works	Candler County Public Works	City of Metter Public Works
ESF-4	Firefighting	Metter Fire Rescue	Bulloch Co Fire
ESF-5	Emergency Management	Candler County EMA	Candler Co Sheriff
ESF-6	Mass Care	Candler County EMS	Candler County Hospital
ESF-7	Resource Support	Candler County EMA	Candler County BOC
ESF-8	Public Health	Candler County EMS	Candler Co Health Department
ESF-9	Search & Rescue	Candler EMA	Candler Co Sheriff
ESF-10	HAZMAT	Metter Fire Rescue	Swainsboro Fire
ESF-11	Agriculture	Candler County Extension	Candler BOC
ESF-12	Energy	Excelsior EMC	GA Power
ESF-13	Public Safety	Candler County Sheriff	Metter Police

			Department
ESF-14	Recovery	Candler EMA	Candler BOC
ESF-15	Public Affairs / External Affairs	Candler BOC	Candler EMA

1.6.4.5 Activation

When the decision is made to activate the EOC, the EMA Director or designee will notify the appropriate staff members to report to the EOC. The EOC is the central point for emergency operations.

The EMA staff will take action to notify and mobilize the appropriate ESFs and organizations on the EOC Activation List. Notification can occur through several different methods depending on the situation and availability of communication systems.

Once the EOC is fully operational, all personnel and resources will be coordinated in support of the following general response activities:

1. Warning and emergency public information
2. Saving lives and property
3. Supplying basic human needs
4. Maintaining or restoring essential services
5. Protecting vital resources and the environment
6. Transportation, logistics and other emergency services
7. Manage the evacuation process
8. Damage assessment operations
9. Initial decontamination

1.6.4.6 EOC Organization Structure

1. Executive Group is composed of the following:
 - a. County Administrator (Commissioner)
 - b. Municipal Mayors
 - c. City/Town Managers
 - d. EMA Director
 - e. County Sheriff
2. Command is composed of the following:
 - a. County EOC Manager
 - b. ESF – 15 Public Information (PIO)
3. Operations Section is composed of the following ESF:

- a. ESF – 2 Communications
 - b. ESF – 3 Public Works
 - c. ESF – 4 Firefighting
 - d. ESF – 5 Emergency Management
 - e. ESF – 8 Public Health
 - f. ESF – 9 Search & Rescue
 - g. ESF – 10 Hazardous Material
 - h. ESF – 11 Agriculture
 - i. ESF – 12 Energy
 - j. ESF – 13 Law Enforcement
4. Planning Section is composed of the following ESF:
- a. ESF – 5 Emergency Management
 - b. ESF – 14 Recovery
5. Logistics Section is composed of the following ESF:
- a. ESF – 1 Transportation
 - b. ESF – 2 Communications
 - c. ESF – 5 Emergency Management
 - d. ESF – 6 Mass Care
 - e. ESF – 7 Resources Support
6. Finance Section is composed of the following:
- a. County Finance Director and supporting staff
 - b. ESF – 7 Resources Support

1.6.4.7 Situation Reports (SITREP)

Every day the EOC is open, a Situation Report (SITREP) will be produced for each operational period. The EOC Manager will set the operational period, which usually is 12 hours. The initial SITREP will be completed within the first four (4) hours after activation. Additional SITREPS will coincide with the EOC briefings. This SITREP does not replace the requirement to enter a Resource Request for all state-level assistance.

Each ESF will complete their part of the SITREP, providing a comprehensive and accurate report, and submit it. This report will include, but not limited to the following:

- 1. Type of disaster
- 2. Date and time of disaster
- 3. Status of mobilization of county/municipal resources
- 4. Initial damage

5. Immediate support required of state government
6. Casualties/Fatalities – Number dead, injured and missing
7. Roads and bridges damage or destroyed
8. Utility status – locations and number of homes/facilities without power, water, gas, communications, etc
9. Public facility damage
10. Critical Infrastructure damage (Communications, Emergency services, etc)
11. Status of local government
12. POD status
13. Shelter status
14. School status
15. Other damage

Upon review and approval by the EOC Manager the SITREP will be sent to the State Operations Center (SOC) by entering it into WebEOC under Statewide Significant Events and SOC Significant Events, and titled Candler County COUNTY SITREP the beginning of each operational period. |

1.6.4.8 Briefings Schedules

1. |Once the EOC has been activated, the EOC Manager will conduct an Activation Briefing. This will detail the situation and give the operational period objectives.
2. Once the EOC becomes operational, the EOC Manager will conduct regularly scheduled situational briefings. Briefing times will be determined at the beginning of activation and will be based on type and speed of incident. All ESFs may be expected to give a brief description of their priority issues as related to the EOC objectives and any unresolved concerns they have.
3. Additional briefings may be required depending on the circumstances. This may include briefings for VIPs, media, special visitors or newly arrived state or federal representatives. |

1.6.5 Coordinating Local, State and Federal Operations

1. |Local responders are the first to arrive and the last to leave an emergency situation. All emergencies and/or disasters are managed at the local level. If local capabilities are exceeded and a local emergency has been declared, state government agencies can augment assistance to meet the emergency needs of victims.
2. When municipal government determines that municipal resources are not adequate, additional resources may be requested through the EMA or the County EOC if activated.
3. State government will supplement local efforts upon request or in accordance with the Emergency Support Function (ESF) Annexes described herein.
4. The Governor or designee may execute the Georgia Emergency Operation Plan

(GEOP) to support local situations when local resources are not adequate to sustain an effective response operation or when a significant state presence is required for immediate assistance.

5. State-level assistance activities normally will consist of coordination and support.

6. Federal assistance will supplement state and local efforts and shall be provided under governing secretarial or statutory authorities.

7. To the extent that public law provides, any federal assistance made available to relieve the effects of an emergency or disaster in Candler County will be coordinated by the State Coordinating Officer (SCO) or designated authorized representative.

8. If the President authorizes federal assistance, the President will appoint a Federal Coordinating Officer (FCO). The FCO is authorized to use the full authority of the Stafford Act to reimburse response and recovery claims.

1.6.6 County/Local Logistical Staging Area (LSAs)

A logistical staging area (LSA) may be established for emergencies requiring major mobilization of supplies, materials, equipment, and personnel prior to, during, and after the emergency. The LSA will receive, classify, and account for emergency relief and sustenance supplies. This area will be determined based on damaged areas and needs.

1.6.7 Phases of Emergency Management and Corresponding Actions

1.6.7.1 Preparedness

Preparedness encompasses the full range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to enhance readiness and minimize the impacts of disasters. General preparedness activities include but are not limited to the following:

1. Update all emergency management plans to include risk and vulnerability assessments.
2. Disaster exercises/drills (Full-scale, functional and tabletop)
3. Emergency communications tests
4. Training and workshops for EOC staff and emergency responders
5. Public awareness campaigns and educational presentations

1.6.7.2 Response

Response includes activities to address the immediate and short-term actions to preserve life, property, environment, and the social and economic structure of the community. The active use of resources to address the immediate and short-term effects of an emergency or disaster constitutes the response phase and is the focus of department/agency emergency and disaster standing operating guidelines, mutual aid agreements, and the ESF Annexes of this plan.

1.6.7.3 Recovery

Recovery involves actions, and the implementation of programs, needed to help individuals and communities return to pre-disaster conditions. Short-term recovery actions are taken to assess the situation and return critical infrastructure systems to minimum operating status. Long-term involves the total restoration of the county's infrastructure and economic base. For more information on recovery, please refer to the Candler County Recovery Plan. |

1.6.7.4 Mitigation

Mitigation includes those activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation involves on-going actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation may include efforts to educate governments, businesses, and the public on measures they can take to reduce loss or injury. For more information on recovery, please refer to the Candler County Hazard Mitigation |

1.6.8 Public Information

1. Public Information Officer (PIO)

- a. In the event of an emergency or disaster, the Candler County PIO will closely monitor the situation, receive information from the EMA Director or Deputy Director, and disseminate timely written and verbal information to the public. The PIO will utilize all available media sources, including radio, television, newspaper, social media and other internet sources, and any other feasible sources.
- b. The PIO's primary purpose is to provide information to the general public regarding the disaster and how it impacts the community. This information includes warning citizens of impending danger, the status of active disaster, pertinent information regarding evacuation, re-entry and recovery efforts.
- c. The PIO for Candler County is a member of the Command Group and will be present for all executive level meetings during emergency or disaster operations.
- d. Public Information operations will include the County PIO and will be supplemented with additional administrative staff. This additional staff will include PIO's from other departments, agencies, and businesses as required.
- e. For information detailed information can be found in the ESF – 15 Public Information Annex.

2. Coordination

The Candler County PIO will be the county's official spokesperson during an emergency or disaster. Coordination with all appropriate departments and municipalities will ensure proper emergency public information is being disseminated.

3. Media Procedures

The PIO will be responsible for escorting media members into the EOC and for arranging interviews with EOC Staff. The media will not be allowed in the EOC during

briefing without prior approval from the EMA Director or Deputy Director.]

1.6.9 Alert and Notification

1.6.9.1 Emergency Management Staff

1. Emergency Management Staff maintains several communication methods for alerts and notifications. The primary communication methods are a county cell phone and a personal cell phone, which includes email and texting capability. Back-up methods include a home phone.

2. The EMA Director, or their designee, will coordinate with all appropriate departments/agencies and organizations to ensure timely notification at the onset of a human-caused or natural incident.

1.6.9.2 State Warning Point

1. The primary method of notification for the State Warning Point is telephone at 1-800-TRY-GEMA (1-800-879-4362).

2. When notifying or alerting the State Warning Point, all reports will be done in accordance with the GEMA/HA Field Reporting Standard Operating Guide.]

1.6.10 Warning

[The ability to warn the public of impending danger or orders of evacuation is a priority in any emergency operation. There are many methods to communicate emergency messages to the general public, the business community and transient population. Official warnings can come from the local, state and federal government.

The Bulloch County 911 Telecommunications Center, located at Bulloch County Public Safety Complex, serves as the county public safety answering point (PSAP) for all incidents. The Candler County Sheriff's Office Communications Center will provide law enforcement dispatch and communication coordination services.]

1.6.11 Evacuation

1. Evacuation is the controlled movement and relocation of persons and property necessitated by the threat of a natural, technological, or human-caused disaster. The evacuation of large numbers of people from vulnerable areas will stress the limited capabilities of the county's road network. Therefore, a major evacuation must be initiated as soon as feasible. Direction, control, and coordination with all appropriate departments/agencies will be conducted through the County EOC.

2. The EMA Director, or designee, will coordinate the evacuation routing to shelters and the provision of transportation, shelter, and congregate care.

3. The EMA Director or designee will facilitate the evacuation by providing detailed evacuation information to the public through the Public Information Officer.]

1.6.12 Request for Assistance

1. [If local capabilities are exceeded, and a local emergency has been declared, a Resource Request for state and/or federal assistance shall be presented to the SOC

through WebEOC, or through the Area Field Coordinator if WebEOC is unavailable.

2. When municipal governments determine that municipal resources are not adequate, additional resources may be requested through the EMA Director or the County EOC, if activated.

3. All needs must go through the process of being filled with local resources, resources for which contracts are in place, or donated resources before a request is made to the state. Once all local resources have been exhausted, the Operations Desk will make the appropriate request to the State for resources.

4. There are many methods of resource requests that can be utilized. The primary method is the State WebEOC. All required information is included in the Resource Request board. If the system fails or is unavailable, the following methods are acceptable:

- a. Area Field Coordinator liaison.
- b. Phone 1-800-TRY-GEMA (1-800-879-4362)
- c. E-mail |

Organization and Assignment of Responsibilities

Candler County's emergency response and recovery efforts rely on a coordinated, multi-agency approach involving local government departments, public safety agencies, volunteer organizations, and private sector partners. Each agency and organization plays a critical role in preparing for, responding to, and recovering from emergency situations. Responsibilities are assigned based on legal authority, jurisdiction, and capability. The Candler County Emergency Management Agency (EMA) serves as the lead coordinating agency, facilitating overall response coordination and activating the Emergency Operations Center (EOC) as needed. |

1.7 General

Most departments/agencies/offices of government have emergency functions in addition to their normal, day-to-day duties. These emergency functions usually parallel or complement normal functions. Each department/agency/office is responsible for developing and maintaining its own emergency management procedures. |

1.8 Organization

1. Chief elected officials
2. ESF 1 – Transportation
3. ESF 2 – Communications
4. ESF 3 – Public Works
5. ESF 4 – Firefighting
6. ESF 5 – Emergency Management

7. ESF 6 – Mass Care
8. ESF 7 – Resource Support
9. ESF 8 – Public Health
10. ESF 9 – Search and Rescue
11. ESF 10 – HAZMAT
12. ESF 11 – Agriculture
13. ESF 12 – Energy
14. ESF 13 – Public Safety
15. ESF 14 – Recovery
16. ESF 15 – External Affairs |

1.9 Assignment of Responsibilities

In accordance with the National Incident Management System (NIMS), Candler County pre-designates primary and supporting agencies to lead or assist with specific emergency functions during disaster response and recovery. Each department, agency, or organization listed in this plan is responsible for executing the tasks that align with their legal authority, expertise, and available resources. These assignments are organized around Emergency Support Functions (ESFs) and are outlined in both the Basic Plan and supporting annexes. The Candler County Emergency Management Agency (EMA) leads overall coordination and will activate the Emergency Operations Center (EOC) as needed. Upon activation of the EOC, each designated department or agency will assign a representative to serve as their point of contact within the EOC or within the county's multi-agency coordination system. This ensures a unified response and real-time coordination of information, resources, and operational support. Responsibilities are assigned to include command and control, communications, public information, fire and EMS services, law enforcement, sheltering and mass care, transportation, health and medical support, and critical infrastructure restoration. All agencies are expected to maintain internal plans and provide for continuity of operations during emergency events. |

1.9.1 Chief Elected Officials

1. Disaster declarations
2. Evacuation orders
3. Re-entry decisions
4. Other protective action decisions as necessary
5. Providing legal advice as required
6. Performing other necessary legal functions
7. Serving as a liaison with other legal and judicial agencies and sections of the government |

1.9.2 Emergency Support Functions (ESFs)

The Candler County Emergency Operations Plan (EOP) applies a functional approach that groups the capabilities of county departments, municipal agencies, and supporting volunteer and non-governmental organizations into Emergency Support Functions (ESFs). These ESFs provide the planning, resources, operational support, and emergency services most likely to be needed during disaster or emergency incidents. When an actual or potential emergency arises, Candler County may activate some or all ESFs based on the scope and nature of the event. This structure ensures an organized, flexible response that can be scaled according to the severity of the situation.

Each ESF includes primary agencies that are assigned based on their legal authorities, capabilities, and resources to lead operations in a specific functional area. Support agencies are assigned based on their ability to provide additional resources, technical expertise, or operational support to the primary agency. The ESFs coordinate efforts among county departments, municipal governments such as the City of Metter, and external partners to fulfill emergency missions. During activation, these functions also facilitate coordination with regional, state, and federal response partners.

The ESFs serve as the principal coordination mechanism within the Candler County Emergency Operations Center (EOC) and are responsible for carrying out missions aligned with their assigned functions. These include, but are not limited to: law enforcement, fire and EMS response, communications, transportation, sheltering and mass care, public health and medical services, debris management, and public information. Each primary ESF agency is also expected to maintain ongoing relationships with relevant private-sector and non-governmental partners. For example, ESF 2 – Communications includes collaboration with telecommunications providers, and ESF 10 – Hazardous Materials coordinates with industries involved in chemical and fuel handling.

Not every incident will require full ESF activation. Many emergencies may be addressed through a limited activation of certain ESFs or other elements of the EOP. In some cases, such as pre-planned events or terrorism-related operations, activation may be kept minimal to support operational security while still ensuring effective response coordination.

Additional detail regarding the roles and responsibilities of both primary and support agencies for each ESF is provided in the ESF Annexes section of this plan.

1.9.2.1 ESF 1 – Transportation

1. Support and assist municipal, county, private sector, and voluntary organizations requiring transportation.
2. Coordinate rail management with state and PSP partners.
3. Movement restrictions, evacuation, and re-entry coordination.
4. Restoration and recovery of transportation infrastructure.
5. Debris management.
6. Damage and impact assessment.

1.9.2.2 ESF 2 – Communication

1. Provide communication plans and systems for disaster response
2. Communications with telecommunication providers and operators
3. Coordination of restoration and repair of telecommunication systems
4. Protection, restoration and sustainment of cyber systems and resources
5. Damage assessment of critical communication systems in disasters

1.9.2.3 ESF 3 – Public Works

1. Water Sector Critical Infrastructure Assessment, Protection, and Technical.
2. Boil water advisories.
3. Infrastructure restoration and coordination.
4. Damage assessment to critical infrastructure system.
5. Water sample collection assistance.
6. Maintaining designated major streets and avenues, highways, and other designated routes of travel
7. Assisting with heavy rescue
8. Decontamination
9. Engineering services as required
10. Transportation
11. Debris removal
12. Inspection of shelter sites for safe occupancy
13. Inspection of damaged buildings, public and private, for safe occupancy
14. Enforcement of building codes
15. Maintenance of vehicles and other essential equipment of the various departments and agencies
16. Maintenance of a reserve supply of fuel
17. Provisions for the immediate repair of emergency service vehicles and equipment, both in the field and in the shop, as the situation permits

1.9.2.4 ESF 4 – Firefighting

1. Command and coordination of firefighting activities.
2. Search and rescue.
3. Decontamination.
4. Damage assessment.

1.9.2.5 ESF 5 – Emergency Management

1. Coordination of emergency management program and EOP.

2. Staff and manage EOC.
3. Comprehensive all-hazard emergency preparedness planning.
4. Manage all-hazard emergency preparedness training and education.
5. Coordination of incident management and response efforts.
6. Disseminate emergency public information.
7. Preparation and management of Incident Action Plan.
8. Maintain situational awareness.
9. Coordinate assistance from other jurisdictions.
10. Coordinate resource requests through State Operation Center (SOC).
11. Financial management coordination in disasters.
12. Collection, compilation and dissemination of damage assessment reports.

1.9.2.6 ESF 6 – Mass Care

1. Status reporting of mass care, shelter, human services activities to SOC.
2. Providing the use of facilities for emergency public education.
3. Providing facilities for emergency housing of evacuees and relief forces.
4. Providing facilities for emergency first aid stations, emergency hospitals, or emergency morgues.
5. Providing personnel for shelter managers and staff.
6. Providing recreation plans for shelter occupants' use during shelter-stay period.
7. Coordinating transportation.
8. Supporting shelter managers.
9. Emergency welfare services.
10. Emergency lodging.
11. Emergency feeding.
12. Emergency clothing.
13. Emergency registration and inquiry.
14. Coordinating services for the area homeless population.
15. Coordinating religious services.
16. Coordinating private welfare groups.
17. Identifying non-English-speaking persons and provisions for translation.
18. Identifying special needs population (by culture, language, or age-specific requirements).
19. Maintaining an up-to-date list and supporting memorandums of agreement (MOAs)

with shelter facilities and their points of contact. |

1.9.2.7 ESF 7 – Resource Support

1. Maintaining a list of suppliers, vendors, and items of critical emergency need.
2. Supports volunteer services, County agencies, and municipal governments tracking, providing, and/or requiring resource support.
3. Logistics planning, management and coordination (Mutual Aid).
4. Coordination of incident facilities, equipment and supplies in disasters.
5. Coordination of contract services in disasters (food, water, commodities, and transportation).
6. Status reporting of logistics and resource activities to the SOC. |

1.9.2.8 ESF 8 – Public Health

1. Emergency medical treatment and triage.
2. Emergency medical care information and coordination.
3. Emergency hospital treatment information and coordination.
4. Traditional hospital medical services.
5. Limited on-site decontamination.
6. Identification of local health facilities, including hospitals, clinics, dialysis centers, and nursing or rehabilitation centers, and supplying and using medical and health items.
7. Medical support to shelters.
8. Health advisories.
9. Inoculations for the prevention of disease.
10. Identification of special needs populations, including the elderly and very young, and populations requiring specific life-saving services (e.g., dialysis or assistance with breathing).
11. Assisting with special needs evacuation.
12. Hospital evacuation.
13. Emergency medical transportation.
14. Emergency interment coordination.
15. Sanitation and pest control as required. |

1.9.2.9 ESF 9 – Search & Rescue

1. Coordination of search activities in disasters.
2. Coordination of rescue activities in disasters.
3. Coordination of search and rescue resources. |

1.9.2.10 ESF 10 – Hazardous Materials (HAZMAT)

1. Coordination of hazardous material response activities.
2. Coordination of environmental protection and long term clean up. |

1.9.2.11 ESF 11 – Agriculture

1. Coordination with ESF 6 and County Board of Education for nutrition assistance.
2. Control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease.
3. Assurance of food safety and food security.
4. Coordination with ESF 6 and ESF 8 for the safety and well-being of household pets during an emergency response or evacuation.
5. Protection of natural and cultural resources and historic properties. |

1.9.2.12 ESF 12 – Energy

1. Assessment, repair and restoration of damaged energy systems and components.
2. Coordinate private sector energy industry and fuel industry restoration efforts.
3. Prepare energy forecast and assessments for disasters.
4. Coordination for fuel resupply of emergency vehicles & generators. |

1.9.2.13 ESF 13 – Public Safety

1. Maintaining law and order.
2. Traffic and crowd control.
3. Protecting vital installations.
4. Controlling and limiting access to the scene of the disaster.
5. Assist with movement restrictions, evacuation, and re-entry coordination.
6. Support transportation strike teams.
7. Supplementing communications.
8. Assisting with all evacuation efforts.
9. Assisting with search and rescue.
10. Security planning and technical resource assistance. |

1.9.2.14 ESF 14 – Recovery

1. Damage, social, and economic impact assessment in disasters.
2. Long-term community recovery assessment and coordination.
3. Analysis of mitigation program activities. |

1.9.2.15 ESF 15 – External Affairs

1. Public information and protective action guidance dissemination.
2. Media and community relations.

3. Coordination of Joint Information Centers.
4. VOAD and donation management. |

1.9.2.16 Local Emergency Planning Committee

1. |Furnish information, including maps or materials, as needed, for the EMA Director. This includes Tier II reports and other industry-specific information to produce general detailed planning for chemical, transportation, or industrial accidents.
2. Augment EOC staff as necessary |

1.9.3 State Government Department and Agencies

Support from other State government departments and agencies may be requested through the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) State Operations Center by submitting a Resource Request through WebEOC.

1.9.4 Private Sector Organizations

|EOP primary and support agencies coordinate with the private sector to effectively share information, form courses of action, and incorporate available resources to prevent, prepare for, respond to, and recover from disasters and emergencies. |

1.9.4.1 Roles

|The private sector's roles, responsibilities, and participation during a disaster or emergency incident vary based on the nature of the organization and the type and impact of the incident. The roles of private-sector organizations are summarized below.

1. Impacted Organization or Infrastructure

Private-sector organizations may be affected by direct or indirect consequences of the incident, including privately owned critical infrastructure, key resources, and those main private-sector organizations that are significant to regional economic recovery from the incident. Examples of privately owned infrastructure include transportation, telecommunications, private utilities, financial institutions, and hospitals.

2. Response Resource

Private-sector organizations provide response resources (donated or compensated) during an incident - including specialized teams, equipment, and advanced technologies - through public-private emergency plans, mutual aid agreements, or incident specific requests from government and private-sector-volunteer initiatives.

3. Regulated and/or Responsible Party

Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for and preventing incidents from occurring, and responding to an incident once it occurs. For example, some activities are required by law or regulation to maintain emergency preparedness plans, procedures, and facilities and to perform assessments, prompt notifications, and training for a response to an incident.

4. Emergency Organization Member

Private-sector organizations may serve as active partners in emergency preparedness and response organizations and activities. |

1.9.4.2 Responsibilities

|Private-sector organizations support the EOP (voluntarily or to comply with applicable laws and regulations) by sharing information with the government, identifying risks, performing vulnerability assessments, developing emergency response and business continuity plans, enhancing their overall readiness, implementing appropriate prevention and protection programs, and donating or otherwise providing goods and services through contractual arrangement or government purchases to assist in response to and recovery from an incident.

Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause. In the case of an Emergency or disaster, these private-sector organizations are expected to mobilize and employ the resources necessary and available in accordance with their plans to address the consequences of incidents at their own facilities or incidents for which they are otherwise responsible.

Response Resources

Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies. The County Government maintains ongoing interaction with the critical infrastructure and key resource industries to provide coordination for prevention, preparedness, response, and recovery activities. When practical, or when required under law, private-sector representatives should be included in planning and exercises. In some cases, the government may direct private-sector response resources when they have contractual relationships, using government funds. |

1.9.5 Non-Governmental and Volunteer Agencies

|Volunteer agencies, such as the American Red Cross, faith-based organizations, and assistive organizations, such as the Salvation Army, are available to give assistance with sheltering, feeding, and other issues, as necessary.

Nongovernmental and volunteer organizations collaborate with first responders, governments at all levels, and other agencies and organizations providing relief services to sustain life, reduce physical and emotional distress, and promote recovery of disaster victims when assistance is not available from other sources. For example, the American Red Cross is an NGO that provides relief at the local level and also supports the Mass Care element of ESF 6. Community-based organizations receive government funding to provide essential public health services.

The Voluntary Organizations Active in Disaster (VOAD) is a consortium of over 60 recognized organizations of volunteers active in disaster relief. Such entities provide significant capabilities to incident management and response efforts at all levels. For example, the wildlife rescue and rehabilitation activities conducted during a pollution emergency are often carried out by private, nonprofit organizations working with natural

resource trustee agencies. |

1.9.6 Citizen Involvement

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

The US Citizen Corps brings these groups together and focuses efforts of individuals through education, training, and volunteer service to help make communities safer, stronger, and better prepared to address the threats of terrorism, crime, public health issues, and disasters of all kinds.

Citizen Corps

The Citizen Corps works through a Citizen Corps Council that brings together leaders from law enforcement, fire, emergency medical and other emergency management, volunteer organizations, elected officials, the private sector, and other community stakeholders.

Citizen Corps Councils Implement Citizen Corps programs, which include Community Emergency Response Teams (CERTs), Medical Reserve Corps, Neighborhood Watch, Volunteers in Police Service, and the affiliate programs. They provide opportunities for special skills and interests, develop targeted outreach for special-needs groups, and organize special projects and community events.

Citizen Corps Affiliate Programs expand the resources and materials available to communities through partnerships with programs and organizations that offer resources for public education, outreach, and training; represent volunteers interested in helping to make their communities safer; or offer volunteer service opportunities to support first responders, disaster relief activities, and community safety efforts.

Other programs unaffiliated with Citizen Corps also provide organized citizen involvement opportunities in support of response to major disasters and other emergencies.

Continuity of Government (COG)/Continuity of Operations Plan (COOP)

Local governments and jurisdictions must be prepared to continue their minimum essential functions throughout the spectrum of possible threats from natural disasters through acts of terrorism. COG/COOP planning facilitates the performance of local government and services during an emergency that may disrupt normal operations. Contingency plans for the continuity of operations of vital government functions and jurisdictions will allow agencies to continue their minimum essential operations and maintain authority. These plans include the spectrum of possible threats from natural disasters through acts of terrorism.

Continuity of Government (COG) and Continuity of Operations (COOP) measures will establish lines of personnel succession, ensuring that authority is delegated to appropriate personnel before an emergency. Executive office personnel and department managers will identify, notify, and train the individuals next in line. In addition, personnel

will be familiar with alert, notification, and deployment procedures to provide for command and control of response and recovery operations.

The Chairman of the Board of Commissioners, with assistance from the EMA director and County Administrator, is responsible for the following, but not limited to:

1. Identifying essential positions and Lines of Succession.
2. Determining essential functions and processes that must be maintained during an emergency or disaster.
3. Establishing measures for protecting and safeguarding vital records and critical applications.
4. Maintaining essential communications resources.
5. Identification of alternate operating facility and capabilities.
6. Priorities for recovery of processes, functions, critical applications, and vital records.

1.10 Succession of Command for Local Government

1. County Commissioner Chairman
2. County Commissioner Vice Chairman
3. County Sheriff
4. EMA Director

1.11 Mission Essential Positions

Candler County executes its mission through numerous separate agencies. The following positions within those agencies are designated as Priority Employees for Candler County.

1. County Commissioner Chairman
2. County Commissioner Vice Chairman
3. County Administrator
4. EMA Director
5. EMS Director
6. County Sheriff
7. Fire Chief
8. EMS Director
9. Tax Assessor
10. Roads and Bridges Supervisor
11. Public Information Officer

1.12 Mission Essential Functions and Processes

1.12.1 Mission Essential Functions

When confronting events that disrupt normal operations, Candler County is committed to providing mission essential functions that must be continued even under the most challenging emergency circumstances. The Chairman of the Board of Commissioners for Candler County has identified mission essential functions as only those most critical activities which ensure the safety and security of system users, employees, contractors, and the general public, and support the restoration of internal operations and facilitate emergency response operations.

During the COOP's activation, all activities not identified as essential may be suspended to enable Candler County to concentrate on providing mission-essential functions and building the internal capabilities necessary to increase and eventually restore operations. Appropriate communications regarding the restoration of the suspended functions with regular or expected users will be a priority.

Candler County's mission essential functions, organized by area of responsibility, are identified below in descending order of priority:

1. Emergency Management
2. Law Enforcement
3. Fire/Hazmat services
4. Communications (911)
5. Sheltering, Feeding
6. Medical Services
7. Power, Electricity, Fuel
8. Transportation
9. Water, Wastewater Services
10. Agricultural Services

1.12.2 Mission Essential Processes

Candler County has also identified essential processes, services, systems, and equipment necessary to support each mission essential function, as well as key personnel required.

Candler County's mission essential business processes are identified below in **descending order of priority**. Priority 1-5 processes are essential to immediate needs.

1. Emergency Operations Center
2. Public Safety (Law Enforcement, Fire, EMS)
3. 911 Communications
4. Public Affairs

5. Finance and Administration

Priority 5-9 processes can be deferred until post-event and reconstitution activities. Selected staffing resources supporting Priority 6-10 processes will be cross-trained and redeployed to support and sustain immediate needs to execute Candler County's role.

6. Education services

7. Business/Commerce Management

8. Non-essential County Operations (Tax assessment, Zoning commission, etc.)

9. Hazard Mitigation

10. Training

1.13 Relocation of Government

1.13.1 Alternate Facilities

Candler County recognizes that normal government operations may be disrupted during an emergency or disaster and that there may be a need to relocate and perform mission essential functions from an alternate facility. The objective of this plan is to ensure that the county retains the capability to sustain essential internal government functions under adverse conditions.

Candler County evaluated locations in selecting an alternate facility based on their ability to support mission-critical operations, staff safety, communications, and logistical needs. Depending on the nature and severity of the emergency, the county may also utilize additional backup sites to ensure continuity of operations.

Candler County has designated the Candler County Board of Commissioners Building, located in Metter, as the primary alternate facility for emergency operations. This building has been chosen based on the following considerations:

- The facility is located away from major high-risk infrastructure and is not in a flood-prone area, providing a lower overall threat profile.
- The building includes secure access controls, limiting unauthorized entry during emergency operations.
- The site is easily accessible via Interstate 16 and major county-maintained roadways, facilitating rapid deployment of personnel and resources.
- The building includes available office space, backup power generation capacity, and utility access to support the relocation of core government functions.
- The site has sufficient communications capabilities to support minimum emergency coordination and connectivity with external partners.
- The surrounding area includes access to lodging, food services, and basic healthcare, supporting sustained operations for staff during extended activations.

Depending on the specific emergency, additional county-owned or partner facilities may also be considered for support operations or temporary use. These include school system buildings, volunteer fire stations, or other public buildings designated through mutual aid or facility use agreements.

The Candler County Emergency Management Agency, in coordination with county departments and stakeholders, reviews the selection and designation of alternate facilities annually. Provisions for staff welfare—including food, transportation, lodging, and behavioral health support—are integrated into continuity planning to ensure effective and humane sustained operations.

1.13.2 Logistics Support

Candler County recognizes that effective logistical support is essential to the successful execution of Continuity of Operations (COOP) at an alternate facility. To ensure sustained operations, a comprehensive logistics plan has been developed to support personnel, equipment, and critical systems during an emergency relocation.

Logistical support for the designated alternate site, including the Candler County Board of Commissioners Building, will include daily cleaning, sanitation, and trash removal services to maintain a safe and healthy working environment. Facilities management or designated vendors will be tasked with performing these essential duties at least once per day, or more frequently as needed, based on occupancy.

All county departments are responsible for identifying, inventorying, and prioritizing vital records, documents, and information systems necessary to sustain essential functions. These records must be securely stored with appropriate access controls and redundancy measures, including cloud-based backups or offsite storage as needed. Departments must ensure continuity of access to these resources at the alternate facility.

During the execution of COOP operations, Candler County EMA and participating agencies will collect operational data and maintain detailed logs for use in post-event analysis. This information will support the development of a comprehensive After-Action Report (AAR) to document the chronology of events, challenges encountered, resources utilized, and lessons learned.

Based on the AAR's findings, the COOP plan will be updated and revised to reflect actual operational experience, improve future response capabilities, and ensure readiness for future disruptions. The Candler County EMA will coordinate this process and lead the effort to institutionalize corrective actions across county departments.

1.13.3 Resource Requirements

Resources requirements for the alternate site during COOP issues/incidents:

To ensure the effective continuation of essential government functions at the designated alternate site during a Continuity of Operations (COOP) activation, Candler County has identified several critical resource requirements that must be addressed to support operations at the Candler County Board of Commissioners Building.

The alternate site must be capable of expanding temporary workstations to accommodate not only county personnel but also potential state and federal response partners, depending on the nature and scale of the incident. Flexible workspace solutions, including portable desks, additional network connections, and supplemental

communication equipment, may be required to support surge operations.

Facility management services must be enhanced during COOP operations. This includes the availability of backup electrical power (such as generators or UPS systems), increased HVAC capacity to manage elevated occupancy and equipment loads, and routine maintenance to ensure the facility remains operational. Access routes, including parking lots and building entrances, must be cleared and maintained for personnel, supply delivery, and emergency vehicle access.

Additionally, security operations must be established or expanded to ensure that only authorized personnel are permitted into the facility. This may include controlled access points, identification checks, and coordination with the Candler County Sheriff's Office or designated security staff to monitor entrances and ensure the safety of staff and equipment.

Meeting these resource requirements is essential to maintaining a secure, functional, and resilient operational environment during COOP activation and throughout the duration of sustained emergency operations

1.14 Vital Records and Data Management

Preservation of Records addresses the protection of essential records (e.g., vital statistics, deeds, corporation papers, operational plans, resource data, personnel and payroll records, inventory lists, laws, charters, and financial documents) by the appropriate agency following an emergency or disaster. Governments will plan for preservation of succession and delegation of authority and records necessary for carrying out governments legal and financial functions and the protection of legal and financial rights of citizens.

Candler County has identified vital records and databases that must be available to support essential functions. It has also identified vendors and contractors available to support the restoration of vital records, systems, and/or processes.

1.14.1 Communications

Communications systems are essential to sustaining operations during Continuity of Operations (COOP) events. These systems must ensure uninterrupted connectivity with internal departments, external partner agencies, critical service providers, and the general public. To maintain operational effectiveness during an emergency relocation or disruption, Candler County has identified both primary and alternate communication methods.

Primary communications include landline telephone systems provided by Pineland Telephone Cooperative and Candler County-issued cellular phones supported by Verizon and T-Mobile. Internet-based communication, such as email and cloud collaboration platforms, is also a standard method used across county departments for internal coordination and external response.

Alternate communications include the Tango Tango Radio-over-IP (ROIP) platform, which enables interoperability between traditional two-way radios and cellular/Wi-Fi networks to maintain reliable voice communication among field personnel, dispatch, and

mutual aid partners. Additional support is provided by county-operated two-way radios, including handheld and vehicle-mounted units, which are integrated into the county's public safety communications network.

Starlink satellite internet has been identified for acquisition to further strengthen communication resilience in the upcoming fiscal cycle. Once implemented, Starlink will serve as a high-speed, redundant internet solution capable of supporting voice, data, and emergency coordination functions when traditional infrastructure is compromised.

These communications systems are tested regularly through drills and operational exercises coordinated by the Candler County Emergency Management Agency to ensure reliability and readiness during emergency events.

1.14.2 Information Technology

Candler County relies on a combination of internal and contracted resources to maintain and support its information technology infrastructure. Pineland Telephone serves as the county's primary broadband provider and supplies redundant internet links to maintain connectivity during normal operations and emergencies.

The Candler County Government Data Center is physically located within the Candler County Jail, a hardened facility with 24-hour security and controlled access. This location was strategically selected for its robust structural integrity and on-site security presence, which provides enhanced protection for critical servers, data storage systems, and network equipment.

Information Technology (I.T.) support is managed by a combination of in-house personnel and contracted consultants and vendors who assist with system maintenance, network administration, cybersecurity, and infrastructure recovery during emergency events or continuity operations.

To ensure operational continuity during a COOP event, the following I.T. capabilities are in place or planned:

Wireless network infrastructure support, including network hardware and secure connectivity to available internet access for mobile or temporary workstations at alternate sites.

Wired network infrastructure support, including physical network hardware and connectivity through vendor-provided broadband services, enabling high-speed and stable connections to government systems.

Prepositioned phones, switches, and networking equipment are available to support rapid deployment of both wired and wireless communication systems at alternate facilities.

Plans are in place to establish alternate connectivity to critical agency systems via secure internet-based access if the primary headquarters becomes inaccessible.

These capabilities are regularly assessed and tested by the Candler County Emergency Management Agency and I.T. staff to ensure that systems remain functional, secure, and accessible during both routine operations and emergencies.

1.14.3 Public Information

Public information is critical to Candler County's emergency response and continuity operations. Effective and timely communication with the public, elected officials, and partner agencies ensures that accurate information is disseminated during all phases of an emergency.

Candler County utilizes a multi-platform public information strategy to communicate key protective actions, emergency updates, and recovery guidance to citizens. This includes the use of OnSolve's CodeRED system for emergency notifications, which allows county officials to send voice, text, email, and targeted alerts to residents and businesses during crisis events. CodeRED is integrated with the Integrated Public Alert and Warning System (IPAWS) to expand reach via Wireless Emergency Alerts (WEA) and the Emergency Alert System (EAS) when needed.

In addition to CodeRED, the county maintains robust social media channels, including official accounts for the Candler County Board of Commissioners and the Candler County Sheriff's Office. These channels share real-time updates, preparedness information, road closures, shelter locations, and more. These platforms allow for rapid information sharing and direct engagement with the public before, during, and after emergency events.

Public messaging is also shared through local media outlets, including radio stations, newspapers, and regional television broadcasts. Public Information Officers (PIOs) serve as the primary points of contact for media inquiries, support the maintenance of official county websites and social platforms, and serve as spokespersons for TV and radio interviews as necessary.

The county also designates a Constituent and Elected Officials Liaison to handle direct communications with local, state, and federal elected officials, as well as to respond to inquiries from the general public. This ensures that information flows consistently and accurately between government leadership and the community.

Administrative staff and I.T. support are available to assist with publication development, data entry, and other support functions needed to maintain operations and document critical information for future planning and after-action analysis. Public education campaigns are conducted periodically to increase awareness of emergency preparedness, promote the use of alert systems, and encourage personal responsibility in disaster readiness.

1.14.4 Finance and Administration Section

The Candler County Administrator and supporting administrative staff are responsible for managing financial and administrative operations during emergency events and Continuity of Operations (COOP) activations. This section ensures that critical financial tracking, procurement, and staff support functions continue seamlessly throughout the incident lifecycle.

During an emergency, the Finance and Administration Section is responsible for initiating the processing and tracking of all expenditures related to response and recovery activities. This includes the creation and maintenance of financial records to

support potential reimbursement claims from state or federal sources.

The County Administrator's Office also assists with logistical and administrative support, including emergency purchasing, vendor coordination, and travel arrangements for personnel supporting field or EOC operations. Clear procedures are in place to ensure compliance with local procurement policies even under emergency conditions.

The section is also tasked with tracking staff overtime, compensatory time, and any personnel-related costs associated with extended operations. This information is essential for financial transparency and for supporting claims through FEMA's Public Assistance Program or the Georgia Emergency Management Agency (GEMA).

In coordination with state partners, the County Administrator will liaise with state agency finance officers to support the reimbursement process, ensuring all required documentation is collected and submitted in a timely manner.

Through proactive coordination and oversight, the Finance and Administration Section ensures that Candler County remains accountable, compliant, and well-positioned to recover eligible expenses incurred during emergency operations.

1.14.5 Vital Records (Safeguards)

Vital records and data consist of documents, publications, digital files, and other information—regardless of format—that are essential to the execution of Candler County's emergency management mission, the continuity of government operations during disaster response, and the restoration of services following an emergency. The protection and accessibility of these records are crucial during emergency operation events and are supported by established information technology safeguards and data retention practices.

Candler County follows the Georgia State Government Record Retention Schedule and Policies to ensure that essential records are preserved and retrievable during an incident. Records are maintained in both hard copy and digital formats and are backed up in accordance with Candler County I.T. procedures. The county utilizes a combination of in-house I.T. staff and contracted vendors to maintain secure network infrastructure, including daily backups and redundant systems for critical data.

The county's primary data center is housed within the Candler County Jail, a hardened facility that provides 24-hour security and restricted access. This location was selected to ensure that core government data systems remain secure and operational even during major emergencies. The data center hosts essential systems, including human resources, financial data, public safety databases, and administrative records.

Emergency operating records protected by these safeguards include personnel files, payroll and financial records, procurement documentation, and critical public safety communications data. These files are essential to the management of response and recovery activities and are stored securely on local servers and in offsite backups.

Additionally, emergency management documentation such as the Candler County Emergency Operations Plan (EOP), disaster declarations, FEMA Public Assistance files, damage assessments, and grant documentation are maintained and backed up regularly. These records are critical for disaster coordination, resource tracking, and

federal reimbursement following a declared event.

Geographic Information System (GIS) data and mapping products that support situational awareness and operational planning are maintained by county departments and regional partners. These resources are stored on secure servers and are used to support field operations, evacuation planning, damage assessments, and long-term recovery efforts.

By safeguarding vital records and ensuring regular backups, Candler County preserves its ability to maintain emergency operations, uphold government functions, and restore services in the aftermath of any disaster.

1.14.5.1 Designation of Candler County Essential Records and Data

Candler County has identified and designated specific records and data as essential to carrying out its emergency management mission, maintaining government continuity, and supporting effective response and recovery operations. These essential records must be protected, accessible, and regularly updated to ensure their availability during emergency operation events.

Among the most critical records are the Candler County Emergency Operations Plan (EOP) and all applicable mutual aid agreements that support interagency coordination. In addition, the county maintains official Declarations of Emergency, as well as documentation related to requests for and approvals of State or Presidential Disaster Declarations. These records are vital for initiating and justifying emergency actions and accessing state and federal resources.

Operational documents such as Emergency Operations Center (EOC) procedures and protocols, delegations of authority, master contact lists, and recall rosters are essential for incident management and resource coordination. Candler County also maintains inventories of critical equipment, communications assets, and I.T. systems, which are used to support resource tracking, logistics, and situational awareness during response operations.

Other essential records include strategic preparedness plans, domestic security plans, and threat and vulnerability assessments, all of which guide preparedness initiatives and risk reduction strategies. Training records, school safety plans, and state transportation maps from agencies such as Georgia DOT are preserved to support situational planning and field coordination.

From a communications standpoint, the county retains copies of its Crisis Communication Plan, pre-scripted public messages, and access to mass notification platforms and databases, including CodeRED, IPAWS, and master contacts databases that support real-time information sharing with the public and partner agencies.

Essential financial management records include tools and documents related to emergency procurement, public assistance reimbursement, and other documentation necessary to track and manage expenditures during disasters. These may include spreadsheets, vendor contracts, damage assessments, and project worksheets required for FEMA's Public Assistance Program and compliance with systems such as NEMIS.

Finally, demographic information and GIS data for key areas within Candler County are preserved to support population-specific planning, sheltering, evacuation, and recovery strategies. All of these records are protected in accordance with Candler County's I.T. procedures and backed up regularly to ensure accessibility when most needed

1.14.5.2 The Candler County Administrator or Designee Shall:

The Candler County Administrator, or an appointed designee, is responsible for ensuring the continued availability and functionality of vital records and data necessary for effective emergency operations. This responsibility includes coordinating with key agencies, departments, and partners to ensure mission-critical documentation is accessible during emergencies and throughout the activation of the Emergency Operations Center (EOC) or alternate facilities.

The Administrator shall coordinate with state agencies and designated Emergency Support Function (ESF) partners to confirm that records and documents needed to execute their responsibilities within the EOC are readily available. This includes, but is not limited to, mutual aid agreements, response plans, contact lists, financial tracking tools, and documentation required for resource requests and disaster declarations.

Additionally, the Administrator shall ensure that the Candler County Board of Commissioners Building, which serves as the designated alternate operations site, maintains the functional capabilities to support all mission-critical applications, data systems, and communications platforms necessary for Candler County's emergency management operations. This includes verifying access to essential databases, email and file systems, and connectivity to internal and external networks through redundant broadband and secured backup systems.

The Administrator or designee will also oversee the periodic review and validation of records storage, data backup processes, and operational continuity of key systems, ensuring that they meet the needs of departments and partners engaged in emergency response.

1.14.5.3 Information Technology Recovery

Candler County's Information Technology (I.T.) section is responsible for administering, maintaining, and recovering all county information and networking systems. The county's ability to sustain emergency operations and critical services during a disaster highly depends on the I.T. team's capacity to implement the Candler County I.T. Disaster Recovery Plan.

Candler County I.T. staff shall establish and maintain a designated "hot site" at the Candler County Board of Commissioners Building, which serves as the county's alternate operations facility. This site must be equipped to support all mission-critical applications, databases, and network systems required for emergency operations. The hot site must include capabilities for remote access, secure file sharing, and real-time communication platforms. All system requirements, including hardware, software, and connectivity standards, are defined in the Candler County I.T. Recovery Protocol.

The I.T. section is also responsible for ensuring the daily backup of all server-based applications, files, and databases that support emergency operations, including systems used within the Emergency Operations Center (EOC). Backups are securely

stored in accordance with county policy, with redundancy built in through offsite or cloud-based storage solutions.

In the event of an emergency, the I.T. team will coordinate with the Emergency Management Agency and administrative leadership to restore access to critical systems, recover essential data, and ensure the continuity of communications, public safety systems, and countywide operational functions. |

Direction, Control, and Coordination

Candler County utilizes a coordinated incident management structure based on the National Incident Management System (NIMS) to ensure effective direction, control, and coordination during emergency operations. The Emergency Management Agency, in conjunction with county leadership and response partners, provides centralized command and support through the activation of the Emergency Operations Center (EOC). |

1.15 Authority to Initiate Actions

The decision to activate the EOP will be made by one of the following responsible public official(s) and the on-scene commander within the jurisdiction.

- a. County Commission Chairman
- b. County Commission Vice Chairman
- c. EMA Director
- d. County Sheriff |

1.16 Command Responsibility for Specific Actions

1.16.1 General Guidance of Emergency Operations

Direction and control of disaster situations and other emergency operations will be coordinated from the County EOC, located at 1015 E. Hiawatha St. Metter, GA 30439 |

1.16.2 Direction of Response

Responsible for the overall direction of the disaster response activities of all of the jurisdiction's departments and agencies. During emergencies, those responsibilities will be carried out normally from the EOC.

1. Chairman of the Board of Commissioners has the responsibility for addressing threats to his or her jurisdiction. This authority shall include, but not be limited to, the declaration of an emergency condition or disaster declaration within the political jurisdiction.

2. EMA Director will act as the chief advisor to the Chairman of the Board of Commissioners during any declared emergency affecting the people and property of the jurisdiction. Various agencies and departments will conduct emergency operations under the direction of the jurisdiction's EMA Director.

3. Personnel assigned to the following roles will be required to complete NIMS Incident Command System and position-specific training within 1 year of being assigned to the position.

- a. EOC Director
- b. Incident Commander
- c. Planning Chief
- d. Operations Chief
- e. Logistics Section Chief
- f. Finance and Administration Chief
- g. ESF Leads

4. State and Federal officials will coordinate their operations through the jurisdiction's elected or appointed officials or their designated representatives.

Information Collection and Dissemination

Disaster information managed by Candler County EOC is coordinated through Emergency Support Function representatives located in the EOC. These representatives collect information from and disseminate information to counterparts in the field. These representatives also disseminate information within the EOC that can be used to develop courses of action and manage emergency operations.

Detailed procedures that identify the type of information needed, where it is expected to come from, who uses the information, how the information is shared, the format for providing the information, and specific times the information is needed are maintained at the Candler County EOC.

Communications

The Candler County Communications Plan describes communication protocols and coordination procedures in detail. Please refer to this plan for additional information.

Administration, Finance, and Logistics

Candler County maintains administrative, financial, and logistical policies to support the effective implementation of emergency operations. Mutual aid agreements, vendor contracts, and intergovernmental understandings are in place to ensure coordinated regional response and resource sharing. Financial tracking procedures and procurement processes are established to support reimbursement efforts and maintain accountability during disaster response and recovery.

1.17 Appointment of Officials

All Candler County departments, offices, and agencies are required to designate

personnel with decision-making authority for emergency conditions before any event. These appointments ensure continuity of operations and effective coordination during response and recovery efforts. |

1.18 Administration

|A large-scale emergency or disaster will place great demands on Candler County's resources. Distribution of required resources may be made difficult by such emergencies. Coordination with appropriate departments will be conducted to ensure that operational readiness is maintained at all times. Administrative procedures will be conducted in accordance with existing county rules, regulations, and policies. |

1.19 Finance

1. |Expenditures of county monies for emergency operations will be conducted in accordance with the county ordinance or policy. In addition, state and federal monies may become available to assist in the disaster effort. Accounting for the expenditures of the federal, state, and county monies will be subject to audits, both internally and externally.

2. Individual departments are responsible for collecting, reporting, and maintenance of records documenting disaster costs. The County Administrator or designee will be responsible for collecting the data from all departments and compiling it for a total cost. |

1.20 Logistics

During emergency operations, individual Candler County departments and supporting agencies will manage and track their own supplies, transportation assets, and operational resources. Any additional logistical needs, including personnel, equipment, or transportation, will be requested through and coordinated by the Candler County Emergency Operations Center (EOC).

Resource management activities—such as inventory tracking, financial documentation, and reporting—will be conducted in accordance with Emergency Support Function (ESF) 7 – Resource Support. Augmentation of response personnel will follow established procedures and be carried out in compliance with applicable Candler County ordinances and policies

1.21 Local Agreements and Understandings

|**(This section should list any agreements with local private partners, NGOs, and faith based organizations which provide support during emergencies or disasters. The following is sample language.)**

1. Red Cross| Sheltering Agreement
2. Mass Evacuation Agreement

1.22 Additional Policies

|**(Reference any local or municipal policies that may impact this plan.)**

1. Candler County Telework Policy |

Plan Development and Maintenance

The Candler County Emergency Management Agency is responsible for the development, coordination, and maintenance of the Emergency Operations Plan (EOP). The plan will be reviewed annually, updated as needed, and revised following exercises, actual events, or changes in policy, resources, or structure. All participating departments and agencies are expected to support the review process and ensure their assigned responsibilities remain current.

1.23 Development

The Candler County Emergency Management Agency (EMA) Director is responsible for leading and coordinating the development, revision, and maintenance of the Basic Plan, annexes, appendices, and supporting documents such as checklists and standard operating procedures. Emergency Support Function (ESF) representatives from each assigned agency are responsible for contributing to the planning process and ensuring the accuracy and relevance of their respective sections. Final approval of the Emergency Operations Plan and any significant updates is coordinated through the EMA in consultation with county leadership.

1.24 Maintenance

The Emergency Operations Plan (EOP) is a living document and must be regularly reviewed and updated to remain accurate and effective. The Candler County EMA Director is responsible for overseeing the maintenance of the Basic Plan, annexes, appendices, and supporting documents. The plan will be reviewed at least annually, or after exercises, actual incidents, or changes in policy or resources. Updates will be coordinated with all relevant departments and agencies to ensure responsibilities and procedures remain current. All revisions will be documented and incorporated into the official version of the plan.

1.24.1 Requirements

1. Changes should be made to plans and appendices when the documents are no longer current. Reasons to review and update a plan may include, but are not limited to:

- a. A major incident
- b. The impacts of an incident based on an exercise or AAR
- c. Change in operational resources or elected officials
- d. Change in the concept of operations for emergencies
- e. Change in warning and communications systems
- f. Change in hazards or threats
- g. Updated planning standards or guidance
- h. New and/or amended laws and
- i. Grammatical errors or programmatic changes

2. The EMA Director will maintain, distribute, and update the EOP. Responsible officials

in County or municipal agencies should recommend changes and provide updated information periodically (e.g., changes of personnel and available resources). Revisions will be forwarded to people on the distribution list.

3. To comply with requirements outlined in Nuclear Regulatory Commission Regulation 0654/FEMA-REP-1, the plans of jurisdictions located within the emergency planning zones with nuclear power plants must annually review, update (if needed), and certify plans to be current.

4. Directors of supporting agencies have the responsibility of maintaining internal plans, SOPs, and resource data to ensure prompt and effective response to and recovery from emergencies and disasters. |

1.24.2 Review and Update

1.24.2.1 Review

All Plans, Policy Manuals, and/or Standard Operating Guides/Procedures are required to be reviewed annually. Any plan "reviewed" will have three potential findings:

1. No Action Required,
2. Partial Update Required (Admin Update), or
3. Full Update Required (Operational or Organizational changes to plan)

If the Plan, Policy Manual, and/or Standard Operating Guide/Procedure has a "No Action Required" finding, then it will be given an automatic 12-month extension. If the Plan, Policy Manual, and/or Standard Operating Guide/Procedure has an "Update Required" finding, then it will be scheduled for an (Partial or Full) update. Partial Updates will not change the approval date of the original plan.

1.24.2.2 Update

1. Partial update:

Partial Updates are generally categorized as administrative updates or corrections and do not substantially change the original intent and purpose of the plan. Partial updates can be annotated on the Record of Change table of the plan. Those changes will be distributed to those listed on the Distribution List table.

2. Full Update:

All Plans, Policy Manuals, and/or Standard Operating Guides/Procedures are required to be fully updated within 48-months of the Promulgation date. Based on the Review, the original Planning Lead or responsible Section Manager will determine the level or effort of the plan Update. Full Updates require that the formal planning process be used; stakeholder engagement, content review and comment. The entire plan will require a new signature and distribution to those listed on the Distribution List table. All Updates of existing plans will have the following statement inserted in the Record of Changes table (Description of Change column); "This version supersedes Full Name and Date of Plan, which is rescinded."

3. Rescind:

Any plan that has outlived its usefulness or that has become obsolete may be Rescinded. In consultation with Chairman of the Board of Commissioners, the EMA Director may recommend that applicable plan(s) be Rescinded. Any plan scheduled for Rescindment will require formal notification to all plan stakeholders stating that the plan is rescinded.

Authorities and References

(This section should describe the legal basis for emergency operations and contain references to important documents the plan supports, such as the jurisdiction-level emergency operations plan. The following is sample language.)

1.25 Legal Authority

1.25.1 Federal

1. The Robert T. Stafford Disaster Relief and Emergency Assistance, Public Law 93-288 as amended
2. 42 USC, Chapter 139 Volunteer Protection

1.25.2 State

1. O.C.G.A. § 38-3 Emergency Management
2. O.C.G.A. § 51-1-29.2 Liability of Persons/Entities Acting During Catastrophic Acts of Nature

1.25.3 Local

1. Insert county emergency management ordinance.
2. Insert county emergency expenditure ordinance
3. Insert county emergency staff augmentation ordinance
4. Insert other applicable ordinances.

1.26 References

1.26.1 Federal

1. Comprehensive Preparedness Guide (CPG) 101: Developing and Maintaining State, Territorial, Tribal, and Local Government Emergency Plans, March 2009.
2. Homeland Security Exercise and Evaluation Program (HSEEP), February 2007.
3. National Incident Management System (NIMS), December 2008.
4. National Response Framework, Federal Emergency Management Agency, January 2008.

1.26.2 State

1. Georgia Emergency Operations Plan (GEOP), 2017

2. State of Georgia Continuity of Government Plan, 2017
3. Georgia Emergency Management and Homeland Security Agency Plans Standardization and Maintenance, May 2018

1.26.3 Local

1. Georgia Emergency Management Agency-Homeland Security Statewide Mutual Aid and Assistance Agreement
2. Municipal EOPs
3. Inter-local agreement(s)

1.26.4 Volunteer

1. Reference any specific local MOA/MOU with volunteer agencies for emergency/disaster support. |



Jerri Goodman

Publisher • Editor

912-685-6566

15 S Rountree St, Metter, GA 30439

jgoodman@metteradvertiser.com

Dear City of Metter:

Thank you for your continued support of Metter Advertiser as a primary source of advertising and promotion for your business. Because of the longstanding relationship we have enjoyed over the years, we would like to offer you a Business Partner contract.

What is a business partner contract?

A business partner contract is a way to ensure that your business is included in all the promotions and special publications that your customers and your potential customers enjoy reading. But it provides even more benefit to you ... as a Business Partner we will assist you with sales and promotions that occur outside of your regular advertising schedule. You can receive up to 12 blasts per year through our daily enewsletter to an estimated 5,000 active email addresses (each of which typically costs \$150), as well as up to 12 Social Media posts per year (each of which typically costs \$50) to promote sales or any other news/updates you want to share with your customers and potential customers. That's \$2,400 in free additional advertising at your disposal.

How does this benefit me?

We realize that our local businesses receive multiple phone calls during the year regarding advertising in our special publications. We also realize that some months your advertising costs are higher than others due to the volume of activities programs place at any particular time. As a business partner, we can streamline your advertising to a flat monthly fee and eliminate those pesky phone calls. All that you will have to do is approve ad proofs as they are sent to you.

The best part?

Other than consideration for our Fall 2025 magazine, the cost would be no more than you paid during the same 2024-25 advertising year. Since July 2024, you have taken part in the following:

Promotion	Annual Cost
Signature pages (15 per year, minimum: Tiger congrats, Happy Easter, etc.)	\$0
Community Faith	\$0
Go With a Pro	\$0
Spring Magazine	\$900
Fall Magazine (with 20% discount)	\$720
Kids Section	\$75
Another Bloomin' Festival	\$215
Office Staff	\$130
Graduation	\$225
Back to School	\$0
Fall Sports	\$0
Hunting & Fishing	\$0
Gift Guide	\$0
Letters to Santa	\$120
Total annual cost	\$2,385

**MONTHLY CONTRACT FEE (August 2025-July 2026):
\$198.75**

If you would like to be part of our Business Partner program, please respond to this email. Contractual billing will begin on August 1, 2025, and continue through July 30, 2025.

I look forward to hearing from you,

Dawn Wallace
office manager





April 7, 2025

City of Metter
P.O. Box 74
Metter, GA 30439

RE: Notice of Exercise of Option to Renew Rental Agreement:

<i>Institution Name:</i>	<i>Georgia Southern University</i>
<i>Lease #:</i>	<i>500444</i>
<i>Lease Type:</i>	<i>Operating</i>
<i>Address:</i>	<i>25 South Terrell Street</i>
<i>Renewal period:</i>	<i>6 of 22</i>
<i>Size / Units:</i>	<i>7, 072 square feet</i>

Dear Mayor Boyd:

Pursuant to Paragraph 2.3 of the Rental Agreement dated June 2, 2019, between Mayor and City Council of the City of Metter (the "Landlord") and the Board of Regents of the University System of Georgia (the "Tenant"), notice is hereby given of our decision to renew the agreement for an additional one (1) year term beginning July 1, 2025 and ending June 30, 2026.

Rental payments of \$1.00 will be made annually upon renewal.

In accordance with the terms of the Agreement, Tenant is not in breach and this notice shall be considered the formal exercise of Tenant's option to renew the Agreement for the above-described term.

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald Stalnaker".

Ronald Stalnaker
Vice President for Business and Finance

cc: Jennifer Johnson, Real Estate Manager
Real Estate & Facilities
Board of Regents of the University System of Georgia
270 Washington Street, SW
Atlanta, Georgia 30334

Mr. Ronald Stalnaker
Mr. Mark Haldane
Mr. Matthew Shingler

OFFICE OF THE VICE PRESIDENT FOR BUSINESS AND FINANCE
P.O. BOX 8103 • STATESBORO, GA 30460 • 912-478-5491 •

STATESBORO • SAVANNAH • HINESVILLE • ONLINE

A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA • AFFIRMATIVE ACTION/EQUAL OPPORTUNITY INSTITUTION

**AGREEMENT BETWEEN THE CITY OF METTER, CANDLER COUNTY,
GEORGIA AND THE BOARD OF COMMISSIONERS OF CANDLER COUNTY,
GEORGIA TO CONDUCT ELECTIONS FOR THE CITY OF METTER, GEORGIA**

THIS AGREEMENT made and entered into this _____ day of _____, 2025, by and between the **CITY OF METTER, GEORGIA**, an incorporated municipality of the State of Georgia (hereinafter referred to as the City), and the **BOARD OF COMMISSIONERS OF CANDLER COUNTY, GEORGIA**, (hereinafter referred to as the County or Board of Commissioners).

WITNESSETH THAT:

WHEREAS, the City considers it in its best interest to authorize the Board of Commissioners to conduct all City elections and to perform certain functions related thereto; and

WHEREAS, the Board of Commissioners have the resources and qualified personnel available for handling of such elections; and

WHEREAS, Candler County will incur additional expenses as a result of the Board of Commissioners handling said City elections for which the City must compensate the County; and

WHEREAS, cities and counties may enter into contracts for services under the Constitution of the State of Georgia, Article IX, Section 3, Paragraph 1; and

NOW THEREFORE, for and in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. The City agrees to perform the following services related to City elections:
 - a) Prepare and send in all State Ethics forms as required by the State Election Division.
 - b) Handle qualifying candidates for office.
 - c) Prepare and advertise all calls for election and qualifying notices.
2. The City agrees to be responsible for 100% of the costs incurred by the County for holding the City's election including, but not limited to the following:
 - a) Cost of Dominion compiling the ballots for the machines, doing L & A Testing and during actual election, setting up the machines, and coming in the day after election to run reports.
 - b) Cost of Easy Vote software for early voting.

- c) Cost for mailing absentee ballots.
 - d) Cost of absentee ballots ordered from Tattnall Printing.
 - e) Cost related to certifying the election results.
 - f) Cost of runoff, if necessary.
 - g) Cost of election supervisor, poll workers, staff assisting in election, runoff, early voting, absentee balloting, etc.
 - h) Cost for early voting.
 - i) Cost for any additional training required for holding municipal elections.
 - j) If the State requires a rental charge for the County=s use of the voting machine, the County will charge the amount required by the State and nothing more for the use of the voting machines.
3. In exchange for payment of the above costs to the County, the County shall do the following:
- a) Hire and train all election workers.
 - b) Provide facilities and equipment.
 - c) Set up and hold City elections.
 - d) Pay election workers.
 - e) Maintain proper certifications to hold City elections.
 - f) Secure adequate number of poll workers for City election.
 - g) Handle L & A Testing of Ballot Marking Devices and Ballot Scanner machines.
 - h) Prepare final results of the City election required to be sent to Secretary of State=s office.
 - i) Work with Dominion to make ready machines (ballot marking devises, ballot scanners, card readers, etc.) for election.
 - j) Secure absentee ballots (applications, mailing, data entry in State of Georgia database).

- k) Handle early voting as required by law.
 - l) Provide to the City such financial data as deemed necessary by the City to document the expenditures made by the Elections Board and/or County in performing this Agreement.
4. The County agrees it will not charge the City for any costs over and above the County=s actual out-of-pocket expenses incurred as a result of holding City elections.

IN WITNESS WHEREOF, the parties hereto set their hands and seals this day and year first above written.

County

City

_____(Seal)
Authorized Representative of
Candler County, Georgia

_____(Seal)
Authorized Representative of the
City of Metter, Georgia

Attest

Attest

Elections Board

_____(Seal)
Authorized Representative of
Elections Board

Attest

**A RESOLUTION
TO ADOPT THE FISCAL YEAR 2026 BUDGET FOR EACH FUND OF THE CITY OF
METTER, GEORGIA, APPROPRIATING THE AMOUNTS SHOWN IN EACH
BUDGET AS EXPENDITURES/EXPENSES, ADOPTING THE SEVERAL ITEMS OF
REVENUE ANTICIPATIONS, AND PROHIBITING EXPENDITURES OR EXPENSES
FROM EXCEEDING THE ACTUAL FUND AVAILABLE**

THAT WHEREAS, sound governmental operations require a Budget in order to plan the financing of services for the residents of the City of Metter; and

WHEREAS, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (OCGA) requires a balanced Budget for the City's fiscal year, which runs from July 1st to June 30th of each year; and

WHEREAS, the City Council has reviewed the proposed FY 2026 Budget as presented by the City Manager; and

WHEREAS, each of these funds are a balanced budget, so that anticipated revenues and other financial resources for each fund equal the proposed expenditures or expenses; and

WHEREAS, the City Council wishes to adopt this proposal as the Fiscal Year 2026 Annual Budget, effective from July 01, 2025 to June 30, 2026; and

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Metter, Georgia as follows:

Section 1. That the proposed Fiscal Year 2026 Budget, attached hereto and incorporated herein as a part of this Resolution, is hereby adopted as the Budget for the City of Metter, Georgia for Fiscal Year 2026, which begins July 01, 2025 to June 30, 2026.

Section 2. That the several items of revenues, other financial resources, and sources of cash shown in the budget for each fund in the amounts shown anticipated are hereby adopted, and that the several amounts shown in the budget for each fund as proposed expenditures or expenses, and uses of each cash are hereby appropriated to the departments named in each fund.

Section 3. That the "legal level of control" as defined in OCGA 36-81 is set at the departmental level, meaning that the City Manager in his capacity as Budget Officer is authorized to move appropriations within a department, but under no circumstances may expenditures or expense exceed the amount appropriated for a department without a further Budget amendment approved by the Mayor and City Council.

Section 4. That all appropriations shall lapse at the end of the fiscal year.

Section 5. That this Resolution shall be and remain in full force and effect from and after its date of adoption.

Adopted this 16th day of June, 2025.

By:

Edwin O. Boyd, Mayor

Attest:

Angela O. Conner, City Clerk

General Fund	2026
Revenues	<u><u>\$7,215,478</u></u>
Expenditures	
Governing Body	\$97,833
Administration	\$908,359
Gov Building	\$177,627
Municipal Court	\$28,466
Police Dept	\$1,878,903
Fire Dept	\$1,190,978
Animal Control	\$187,594
Streets / Lane	\$1,971,783
Shop	\$91,163
Community Center	\$26,827
Communities In Schools	\$0
Library	\$58,543
Planning	\$95,897
Economic Development	\$377,549
Industrial Authority	\$93,783
Metter Depot	\$15,533
Airport	<u><u>\$14,640</u></u>
	\$7,215,478
Difference	\$0

Hotel Motel Tax	2026
Revenues	<u><u>\$123,000</u></u>
Expenditures	
Welcome Center	<u><u>\$123,000</u></u>
Difference	\$0

Sanitation		2026
Revenues		<u><u>\$751,903</u></u>
Expenditures		
Sanitation		\$191,967
Inert Landfill		<u><u>\$559,936</u></u>
		\$751,903
Difference		\$0

Water Sewer Revenue		2026
Revenues		<u><u>\$2,212,161</u></u>
Expenditures		
Water		\$922,257
Water Sewer		<u><u>\$1,289,904</u></u>
		\$2,212,161
Difference		\$0

**EXCLUSIVE AGREEMENT FOR THE COLLECTION
AND DISPOSAL OF MUNICIPAL SOLID WASTE**

This Agreement is made and entered into this ____ day of June 2025, by and between the CITY OF METTER, GEORGIA (the "City") and ALLGREEN SERVICES, A DIVISION OF ATLANTIC WASTE SERVICES, INC. Georgia limited liability company ("Allgreen").

WITNESSETH

WHEREAS Allgreen is in the business of solid waste transportation, collection, and disposal, and has submitted a proposal to the City in response to an advertised RFP process and has the necessary expertise, equipment, personnel, facilities, financial resources and management skills to provide a high level of service; and

WHEREAS, the City has determined through a formal RFP and bid process that the required residential solid waste collection services can best be provided by Allgreen; and

NOW THEREFORE, in consideration of the promises set forth, the parties agree as follows:

1. Term of Agreement. The term of this Agreement shall be for FIVE (5) annually renewable terms from the start date of July 1, 2025, and expiring on June 30, 2030. Either party may terminate the Agreement by notifying the other party in writing within 90 days prior of the end of any annual term (by April 1). If no action is taken to terminate the Agreement, it shall automatically renew for another annual term. If not terminated earlier by the City, the initial five-year term can be extended for three (3) automatic extensions of one (1) year terms unless either party gives the other at least 90 days advanced notice of its intention to terminate the agreement at the end of the initial five years. All notices given pursuant to this paragraph shall be served by certified mail, return receipt requested.

2. Definitions

2.1 "Change in Law" means any amendment to, or promulgation of, or change in the interpretation or enforcement of any federal, state, or local statute, regulation, ordinance, levy, tax or surcharge after the date of this Agreement which affects (1) the collection of Solid Waste; (2) the transportation of Solid Waste to a sanitary landfill ("Landfill" as defined herein); or (3) the disposal of Solid Waste by the Landfill.

2.2 "Excluded Waste" means all items not meeting the below definition of Solid Waste.

2.3 "Force Majeure" means any act, event, or condition having a direct material adverse effect on Allgreen's ability to collect, transport, or dispose of Solid Waste or the Landfill's ability to dispose of Solid Waste, if beyond the reasonable control of the party relying on such an

act as justification for not complying with this Agreement, including without limitation, acts of war, civil disorder, or a Change in Law.

2.4 "Hazardous Waste" means all substances defined as Hazardous Constituents in O.C.G.A. § 12-8-22 or any federal law or regulation, as well as Solid Waste (as defined herein) or combination of solid wastes, which because of its quantity, concentration, or physical, chemical or infectious characteristics may:

2.4.1 Cause or significantly contribute to any increase in mortality or an increase in serious irreversible, or incapacitated reversible illness: or

2.4.2 Pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, or disposed of, or otherwise managed.

2.5 "Landfill" is that landfill where Solid Waste, will be disposed. During the term of the Agreement, various landfills meeting EPD criteria and approval may be used to minimize disposal costs, respond to Change in Laws affecting solid waste management, or other pertinent reasons. All landfills must have all necessary permits in compliance with state, federal and local government regulations.

2.6 "Solid Waste" means all material defined as Municipal Solid Waste in O.C.G.A. § 12-8-22 and includes other discarded material but not including (a) Hazardous Waste (as defined herein), or (b) special wastes such as tires, liquids, white goods, batteries, wood, etc.

3. Obligations of Allgreen.

Allgreen shall collect and dispose of all the City's residential and commercial Solid Waste in the incorporated limits of the City of Metter. In addition to Solid Waste, Allgreen shall collect yard waste and bulk waste from City customers.

3.1 Allgreen shall provide once per week curbside collection for residential customers, using universal rollout carts for all residences and any small commercial customers who are currently serviced with carts. Commercial cart customers will be serviced three times per week.

3.2 Allgreen shall collect all Yard Waste defined as tree limbs and other inert materials as a result of normal yard maintenance not larger than four (4) inches in diameter and no longer than four (4) feet in length and stacked in piles not to exceed four (4) feet in height and four (4) feet in width. Tree trunks larger than four (4) inches in diameter will not be collected. All loose leaf, grass clippings and small shrubbery waste will be picked up provided it is in a single pile or is bagged and set by the street. If Yard Waste is set out for pick up at a Residential Unit and does not meet the specifications above and is out of compliance with City ordinance, Allgreen shall leave a clearly explanatory printed or written notice/tag for the Customer as to why it was not collected and notify the City of any address locations that are not collected by the next day. Yard waste collection is not intended for lot clearing, whole tree removal or commercial yard service operations or volumes resulting from

storm damage such as tropical storms, hurricanes or tornadoes.

3.3 Allgreen shall collect and dispose of bulk waste or white goods from residential customers once per week. Bulk goods shall include up to two items and defined as large non-household waste items such as appliances and furniture not to exceed greater than 150 pounds and piles sizes not to exceed 4 feet x 4 feet x 6 feet. Piles that exceed these minimum specifications placed at curbside will require scheduling with both the City and Allgreen, and these will be billed and collected separately based on size, quantity, weight and time required. Commercial bulk waste resulting from home construction or remodeling or because of named storm damage from tropical storms, hurricanes or tornadoes such as roofing tiles, bricks, mortar, carpet, sheetrock, boards etc. will not be collected and appropriately tagged. Allgreen shall properly place a notice/tag on piles out of compliance to notify the customer of their collection and disposal options.

3.3 Residential carts shall be placed at curbside by 6:00 am on collection days, unless other arrangements are made with the City. Allgreen shall be excused from providing service when access to the Landfill is not possible due to a holiday or other closure which would make collection or disposal impractical; however, Allgreen will still be responsible for providing service weekly if the service day falls on a holiday and holiday service will usually be on the following day. Allgreen will make every effort to communicate the holiday service schedule to the City and to notify the public by advertisement in the local paper when time permits.

3.4 Allgreen agrees that the equipment it utilizes to transport Solid Waste pursuant to this Agreement will always be kept in good order and repair at Allgreen's expense; that such equipment will be properly licensed and registered as required by the State of Georgia; and that such equipment will be operated at Allgreen's expense by competent employees.

3.5 Allgreen shall ensure that the collection activities do not create litter and Allgreen will be responsible for all cleaning of debris caused by collection.

3.6 Allgreen shall provide all new carts to the citizens of Metter with appropriate information provided with the new cart delivery explaining all aspects of Allgreen's services. Existing City carts will remain at each customer location for the purpose of using for small yard debris collection and disposal. The City will not charge Allgreen any fees for the use of their carts. Allgreen will be responsible to maintain and repair or replace existing City Carts as needed.

3.7 Allgreen shall service the carts in a careful manner to avoid spillage and damage. All carts shall be returned to their proper curbside position. Allgreen shall not place carts in a position which would interfere with mail delivery or in a manner which would block or inhibit access to driveways.

3.8 Allgreen shall provide a contact number during normal Monday through Friday business hours, excluding holidays, at which residents may request service or report problems. Allgreen shall manage all customer service calls and complaints and shall resolve

customer service issues in a prompt and courteous manner and in a reasonable amount of time.

3.9 Notwithstanding anything to the contrary herein, Allgreen shall not be required to collect or dispose of Excluded Waste. Under separate agreement Allgreen may agree to haul and dispose such items or arrange to have such items hauled and disposed.

3.10 Allgreen shall always during the Agreement maintain in full force and effect Employer's Liability, Workmen's Compensation, Public Liability and Property Damage insurance, including contractual liability coverage required for compliance with Federal, state and local licensing requirements. All insurance shall be by insurers and for policy limits acceptable to the City which shall be no less than \$1,000,000.00 of general and automobile liability. The City shall be shown as an additional insured on the general liability and auto liability policy and be provided notice by the insurer of any cancellation. The City shall be provided with Certificates of Insurance.

3.11 Allgreen agrees that it will comply with all laws of the federal and state government and all other governmental agencies in the performance of this Agreement.

3.12 Allgreen will provide similar cart services for waste collection and disposal for the annual Blooming Festival as the City has done in previous years at no extra cost to the City.

4. Obligations of the City.

The City grants Allgreen the exclusive right to collect and dispose of all residential and commercial Solid Waste within the incorporated areas of the City. The exclusivity includes all services utilizing carts as well as commercial accounts utilizing front load dumpsters. The exclusivity pertains to all customers inside the City limits of Metter whether they receive City water and sewage services or not. In addition:

4.1 The City shall provide Allgreen with both mailing and street addresses and physical locations of all customers to be serviced by Allgreen. However, in the absence of such a listing, it shall be understood that service is intended to be for all residences of the City.

4.2 The City shall participate in public awareness and education initiatives regarding proposed waste management services, and other related activities, both prior, to the services herein being initiated and from time to time as changing conditions warrant.

4.3 The City shall inform residents that household waste shall be bagged before being placed in the rollout cart. The City shall work closely with Allgreen to keep the public informed on solid waste collection issues, changes in service, and any other pertinent information which shall be helpful in keeping the public informed.

5. Compensation

5.1 Allgreen shall receive the following compensation levels for residential and commercial carts services. The below listed rates are specific as to whether the current Candler County landfill is open and whether disposal cost are paid for by Candler County at that landfill as is being done currently.

5.2 If the Candler County landfill is open and will accept the City of Metter's waste volumes at its landfill with no disposal charges to the City:

Residential Carts (1 st cart)	\$19.50 per month
Residential Carts (2 nd carts)	\$15.00 per month
Commercial Carts (1 st cart)	\$22.00 per month
Commercial carts (2 nd cart)	\$20.00 per month

5.3 If Candler County's landfill closes and volumes must be taken to Allgreen's transfer station located in Register, Georgia, and Allgreen must charge the City for the cost of disposal charges:

Residential Carts (1 st cart)	\$24.50 per month
Residential Carts (2 nd cart)	\$15.00 per month
Commercial Carts (1 st cart)	\$30.00 per month
Commercial Carts (2 nd cart)	\$20.00 per month

5.4 All City owned facilities using carts for waste disposal will not be charged any fees by Allgreen.

5.5 **Tires** – Tires will be collected from residential locations on an as needed basis. Customers must call City Hall to request collection and the City will inform Allgreen with a work order for collection and Allgreen will perform this service on a once per week basis. Only tires without rims will be collected. Only car tires will be collected. No large truck or tractor tires will be collected. This service is intended only from residential locations and no tire collection from commercial locations or tire businesses will be provided.

Tires	\$15.00 per tire
-------	------------------

5.5 **Franchise Fee** – Allgreen shall have exclusive rights to provide services to all commercial accounts inside the City limits of Metter requiring front load style dumpsters. Allgreen shall determine rates for these services on a customer-by-customer basis based on the individual customers waste volumes and service needs and this agreement shall not govern those rates. Allgreen shall bill and collect these accounts directly from the customer and can establish a service contract with each individual customer requiring this type of service. This service is intended to be a business exchange directly between Allgreen and the commercial customer. In

exchange for the exclusive rights to this service, Allgreen shall pay an annual "Franchise Fee" to the City in the amount of **\$10,000.00.**

6. Compensation Adjustments and Right to Petition

In the event of a change in the location of the landfill, imposition of additional landfill fees, a change in federal, state or local laws and regulations, a significant increase in fuel costs, or other conditions which increase Allgreen's cost of providing services hereunder, Allgreen may petition the City to adjust the compensation paid to Allgreen hereunder.

6.1 For the purpose of establishing a "base rate" of fuel cost at the time of this contracts inception, it is agreed that the current cost for a gallon of diesel was **\$3.46** per gallon in the Lower Atlantic Region as of May 19, 2025. This rate can be found by viewing U.S. Energy Information Administration (EIA) www.eia.gov website. The parties mutually agree that Allgreen's compensation must be adjusted to the rapidly changing prices of fuel and that should fuel cost increase significantly over this base rate, Allgreen shall have the right to petition the city for relief and such request shall not be unreasonably withheld by the City.

6.2 On the anniversary of each annual term of this agreement the rates shall be adjusted by the changes in the Consumer Price Index (CPI) from the water, sewer and trash collection index as published by the Bureau of Labor Statistics which can be found at www.bls.gov. Allgreen shall notify the City 90 days prior to the anniversary (April 1st) of the pending rate adjustment.

7. Billing

7.1 Allgreen shall submit to the City a bill via e-mail for the previous month's service on or about the first day of the new month, and the City shall pay Allgreen on a net 30-day basis from the date of invoice. The City shall be responsible for billing and collecting fees from the residents and any small commercial cart customers.

8. Holidays

8.1 Allgreen shall observe holidays as mutually agreed to by the City. The following shall be holidays for purposes of this Agreement: New Year's Day, Labor Day, Thanksgiving Day, Memorial Day, Martin Luther King Day, Independence Day and Christmas Day.

8.2 Allgreen may decide to observe any or all the above-mentioned holidays by the suspension of collection services on the holiday and shall be obligated to reschedule in a timely manner the collections which would have otherwise been made at said times. Allgreen shall be obligated to provide service weekly should a collection day fall on a holiday and such schedule will usually fall on the following day of the holiday and such change in service day will be communicated to the City by Allgreen.

9. Assignment

Other than by operations of law, Allgreen shall not assign this Agreement or any right accruing under the Agreement, in whole or in part, without the express written consent of the City, which consent shall not be unreasonably withheld. In the event of an assignment, the assignee shall assume all responsibilities under this Agreement and liabilities of Allgreen in writing.

10. Relationship of Parties

10.1 Allgreen is an independent contractor under this Agreement and nothing in this Agreement shall be construed to create the relationship of employer and employee between the City and Allgreen or any of its subcontractors.

10.2 In order to be as cost efficient as possible, Allgreen may hire, contract or lease the services and/or equipment of third parties, either individuals or companies. Should this occur, Allgreen shall remain fully responsible for compliance with the terms of this Agreement. However, prior written approval from the City must be obtained if the actual collection and disposal services herein are to be subcontracted to a person or entity other than Allgreen.

11. Obligations During Force Majeure

11.1 Each party shall be relieved of its obligations during Force Majeure as defined herein, when acts of God, war or public enemy, civil commotion, riot or insurrection, governmental interference, or any other event or condition beyond the control of the parties, rendering the parties' performance substantially impossible. During an act of Force Majeure, compensation shall be reduced reflecting the change and the parties shall resume performance as expeditiously as possible.

11.2 During an act or event of Force Majeure, the party affected shall give oral notice to the other party to this Agreement as soon as reasonably practicable. The party affected shall deliver written notice to the other party within forty-eight (48) hours after oral notice. Written notice shall fully describe the nature, extent, and effect of the act or event of Force Majeure.

12. Termination of Agreement

12.1 In the event of a breach by Allgreen of its obligations under this agreement, the City may give written notice of the breach and demand its correction. If within 30 days of this notice of the breach, Allgreen does not either correct the condition or reach a mutually agreeable schedule for correction with the City, the City may then terminate this Agreement.

12.2 The City's remedy of early termination described in § 12.1 shall be in addition to all other rights and remedies which the City may have against Allgreen for breach of contract or otherwise.

12.3 Allgreen's insolvency, failure to pay its debts as they mature, filing for bankruptcy or the appointment of a receiver shall, at the option of the City, constitute breach of this agreement.

13. Notices, Documents and Consents

All written notices required or authorized pursuant to this Agreement shall be served personally or sent by registered or certified mail to:

Contractor: Allgreen Services
A Division of Atlantic Waste Services, Inc.
125 Pine Meadow Drive
Pooler, Georgia 31322
Attn: Ben Wall, President
ben@atlanticwaste.com
912-964-2000

City: City of Metter, Georgia
49 South Rountree Street
Metter, Georgia 30439
Attention: Angie Conner
aconner@cityofmetterga.gov
912-685-2527

14. Indemnification and Limitation of Liability by Allgreen

14.1 Allgreen shall indemnify, save harmless, and defend the City from and against any and all liabilities, claims, penalties, forfeitures, suits, and the cost and expenses incident thereto (including the cost of defense, settlement, and reasonable attorney's fees), which the City may incur or pay as a result of death, bodily injuries, or property damage caused by Allgreen's breach of any provision of this Agreement or by any other act or omission of Allgreen, its employees, or subcontractors in the performance of this Agreement,

14.2 City shall indemnify, save harmless and defend Allgreen from and against any and all liabilities, claims, penalties, forfeitures, suits, and the cost and expenses incident thereto (including the cost of defense, settlement and reasonable attorney's fees), which Allgreen may hereafter incur or pay out as a result of death or bodily injuries to any person, or destruction or damage to any property, caused by the City's breach of any term or provision of this Agreement.

15. Governing Laws

The Agreement shall be governed by and constructed in accordance with the laws of the State of Georgia.

16. Franchise Agreement

Allgreen understands that its ability to collect residential solid waste, yard waste and bulk items within the City of Metter arises solely from the Agreement entered into between the parties. As such, no other Solid Waste contractor shall enter into service contracts for Solid Waste collection and disposal services directly with any residential or commercial customers in Metter during the term of this Agreement or any renewal or modification thereof.

17. Representations and Warranties

Each party represents and warrants that this Agreement has been duly authorized and executed and constitutes the binding obligation of such party.

18. Amendments

The Agreement shall constitute the entire agreement of the parties regarding the subject matter hereof and may be amended or modified only by written agreement signed by the two parties.

18. Licenses and Taxes.

Allgreen and the City shall obtain all required licenses and permits for performance of their obligations herein (other than the license and permit granted by the Agreement) and promptly pay all taxes required. Any ad valorem or other property taxes levied or assessed on the trash carts acquired for the performance of services under this agreement for the citizens of Metter, shall be waived and not be assessed. In the event any taxing authority mandates the assessment of such taxes, the City of Metter will reimburse Allgreen for the full cost of these taxes.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first mentioned above.

CITY OF METTER, GEORGIA

By: _____

Date: _____

Attest: _____

ALLGREEN SERVICES
A Division of Atlantic Waste Services, Inc.

By: _____

Date: _____

Attest: _____

Metter Fire Rescue Response List

May-25

Call Type and Jurisdiction

May-25

	Structure	Vehicle	Res.	Brush	Inv.	Alarm	Heli.	Haz.	Service	Med.	Other	Total
City	1	0	0	1	1	3	8	0	3	7	3	27
County	1	0	8	3	0	5	0	0	0	5	0	22
Total	2	0	8	4	1	8	8	0	3	12	3	

Total Calls	49
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May-24

	Structure	Vehicle	Res.	Brush	Inv.	Alarm	Heli.	Haz.	Service	Med.	Other	Total
City	1	0	0	0	0	4	15	0	1	5	3	29
County	1	1	0	4	1	5	0	0	1	6	1	20
Total	2	1	0	4	1	9	15	0	2	11	4	

Total Calls	49
-------------	----

Total Calls 50 1 Mutual aid given to Swainsboro Fire



METTER POLICE DEPARTMENT
MAY 2025 STATS

		May-25	LAST MONTH	LAST YEAR
CITATIONS ISSUED		100	116	86
WARNINGS		80	93	69
ARRESTS		9	12	11
ACCIDENTS		13	8	12
INCIDENT REPORTS		38	38	52
	Cleared by Arrest	10	8	7
	Exceptionally Cleared	2	1	3
	Unfounded	6	5	6
	Felony Cases	4	7	17
	Misdemeanor Cases	25	25	25
	Fowarded to Investigations	9	5	25

KMS

Metter Animal Shelter Monthly Report 2025

Of dogs from the City of Metter

Of dogs from Candler County

Total # of dogs

Of cats from the City of Metter

Of cats from Candler County

Total # of cats

Of owner reclaimed

Of calls responded to

Of dogs surrendered by owner

Of dogs adopted

Of dogs euthanized

Of dogs deceased at shelter

Of dog bites reported

Of cats surrendered by owner

Of cats adopted

Of cats euthanized

Of cats deceased at shelter

Of cat bites reported

Rescue transfer for dogs

Rescue transfer for cats

JanFebMarAprMayJuneJuly

5

12

7

9

3

20

8

40

14

39

25

20

47

23

42

8

2

5

16

7

4

12

8

6

13

12

14

13

22

20

2

7

4

6

3

49

53

49

41

52

6

4

22

3

11

4

5

9

16

6

3

5

4

3

10

1

0

0

0

0

3

3

2

2

4

3

1

0

7

1

9

3

1

3

17

3

4

4

2

6

0

0

3

0

1

0

0

1

0

0

11

15

17

12

17

6

1

9

7

4

PUBLIC WORKS DIRECTOR MONTHLY REPORT MAY 01 TO MAY 31, 2025

A. Water and Sewer Department:

Items	Current Month	Last Month	This Month Last Year	YTD CITY FY2025
1. Total number of work orders.	267	217	240	3,067
2. Turn on-New Customers.	29	26	37	250
3. Turn off-Final Billing.	28	29	27	280
4. Reconnect.	49	30	44	519
5. Check for leaks.	13	07	12	115
6. Turn off-Bad Checks.	00	00	00	00
7. Turn off-non-payment.	60	41	82	678
8. Sewer Problems.	03	08	03	61
9. Discolored Water Calls	00	00	02	09
10. Service calls.	14	55	14	702
11. Busted water mains	01	01	00	15
12. Water taps.	03	01	02	16
12. Sewer taps.	01	02	02	11
13. Meters damaged by customers	00	02	01	49
14. Utilities Protection Center Locate Tickets.	40	41	31	387
15. Water Meters Tested for Calibration	26	15	03	69

B. Roadways and Walkways/Sanitation Department:

Items	Current Month	Last Month	This Month Last Year	YTD CITY FY2025
1. Total number of work orders.	118	97	71	838
2. Amount of junk picked up.	27.27 tons	19.48 tons	25.49 tons	277.02 tons
3. Number of poly carts repaired or replaced.	28	11	17	211
4. Amount of Garbage took to landfill.	155.50 tons	151.24 tons	139.55 tons	1,606.68 tons
5. Amount of yard waste picked up.	113.44 tons	127.53 tons	94.89 tons	8,630.64 tons
6. Number of potholes repaired.	03	05	04	29
7. Number of tires picked up.	18	39	56	277

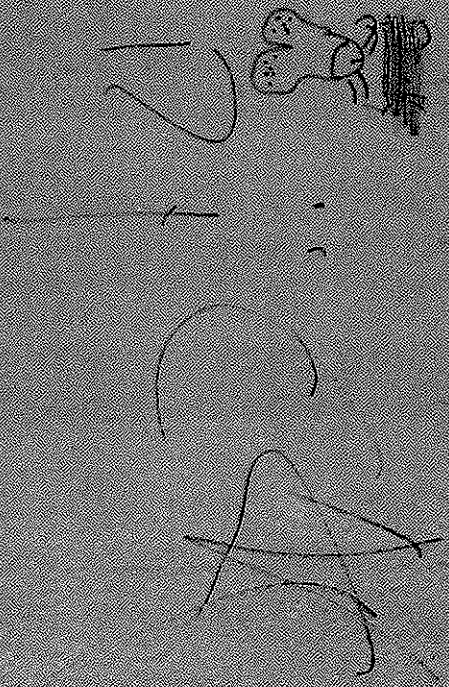
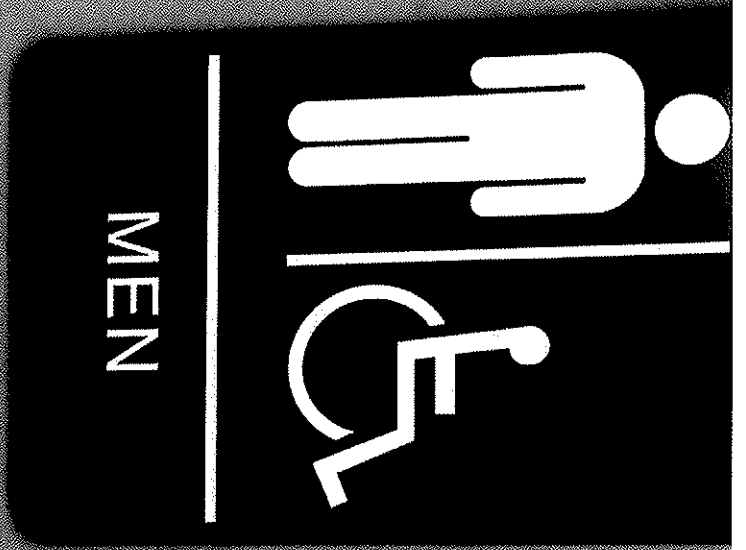
C. **Building Inspection Department:**

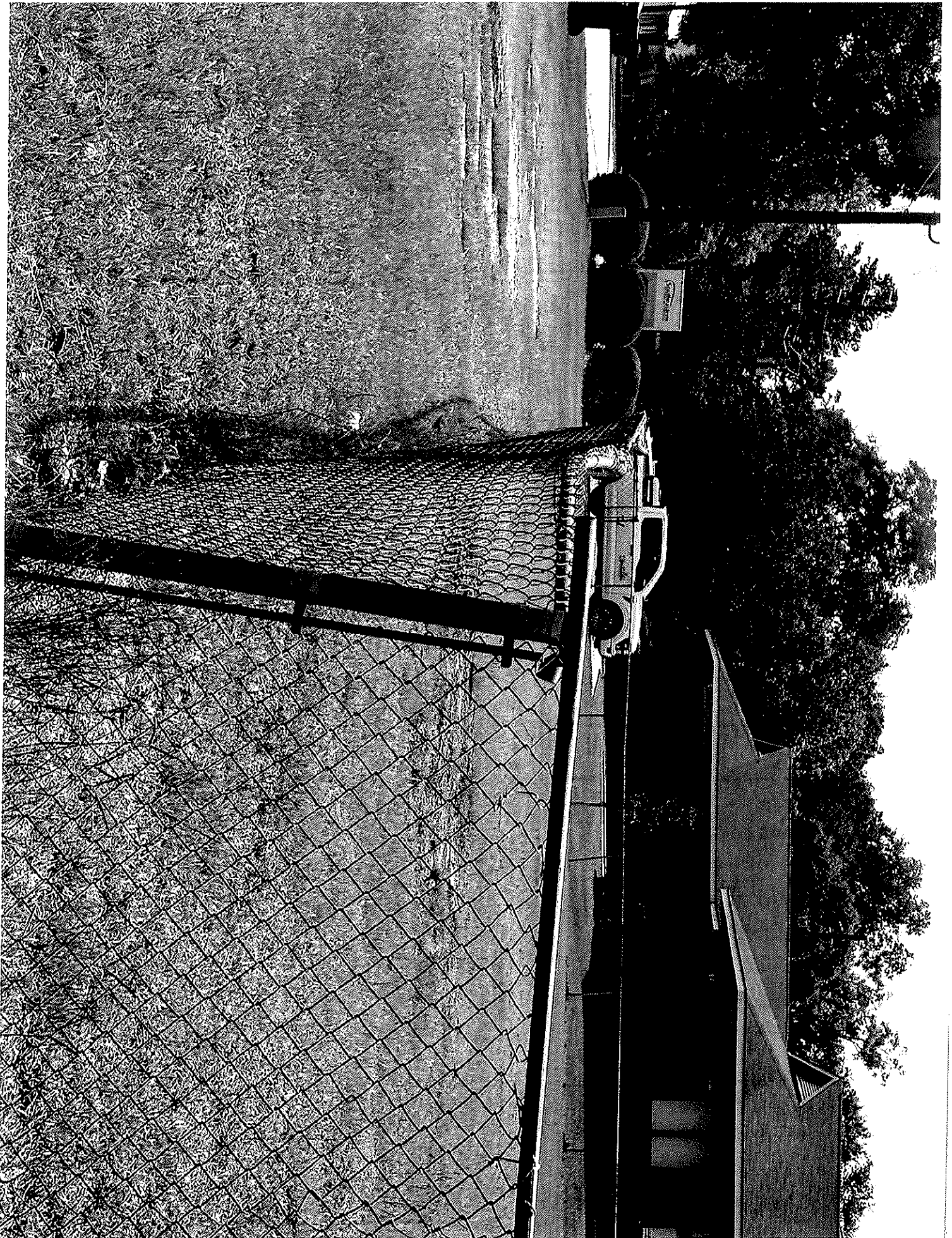
Items	Current Month	Last Month	This Month Last Year	YTD CITY FY2025
1. Number of Building Permits issued.	01	02	02	19
2. Number of Electrical Permits issued.	02	02	00	17
3. Number of Mobile Home Permits issued.	00	00	00	04
4. Number of Sign Permits issued.	00	01	00	09
5. Number of Land Disturbing Permits issued.	00	00	00	02
6. Number of Fence Permits issued.	00	00	02	06
7. Number of Nuisance Letters sent out	00	00	02	07

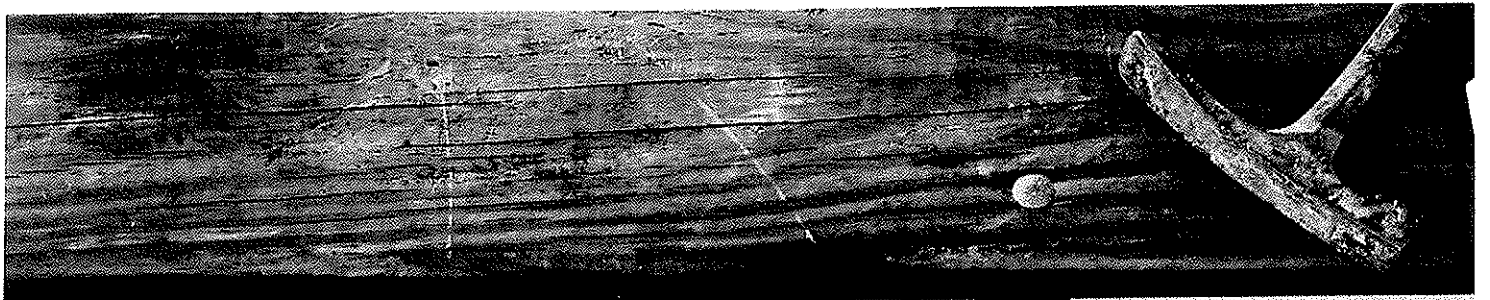
D. **Projects:**

1. The 10 Streets for the TIA Project are being put out for bids.
2. The 2025 LRA Road Project is under design.
3. The 2025 LMIG Project is 85% complete.
4. The Splash Pad opened on Memorial Day weekend. See attached photo's of damage found at the park since that time.









ADMINISTRATION REPORT
JUNE 2025 MEETING
BY: Angie Conner, City Clerk

A. Permits and Applications:

May Applications

Occupational Tax Registration

1. Big Guys – 619 N.E. Broad St. – Under Review
2. Jefferys Spot – 301 Central Ave. – Under Review
3. A & T Repair LLC – 495 S.W. Broad St. - Approved

Zoning Amendment

1. SDH Central Georgia LLC – Hiawatha and Fortner Rd. – Under Review

Electrical Permit

1. David Martin – 175 S. Leroy St. – Approved
2. James Beasley – 425 Sconyers Rd. – Under Review

Mobile Home Permit

1. Sammy Lawrence – 720 Ronnie St. – Under Review

Carport Shelter/Utility Building Permit

1. Bubba Conner – 120 Aline Ave. – Under Review

Park Permit

1. April Bragg – Community Giveaway – 5/24/25 - Approved

May Building Rental

Depot - \$1,050.00

Community Center - \$987.50

Debit/Credit Card, E-Checks (Payments made with cards in City Hall and Online)

May 2025

Number of Transactions – 562

Total Amount - \$54,277.27

Tasks

- Administration staff have been working with the City Manager on the FY 26 budget. Organized budget workshops and public hearing.
- Provided mayor and council with notice that the Personal Financial Disclosure Report is due no later than June 30, 2025.
- Arranged and prepared the agenda for the Tree Board meeting.
- HR/Purchasing Manager Missy Edenfield coordinated the renovations at City Hall.
- Arranged and prepared the agenda for the Planning Commission meeting.
- Attended a site visit for the Georgia ARPA Project.

Metter Welcome Center & Georgia Grown Innovation Center
Report: May 30, 2025

Metter Welcome Center Summary

Reopened: April 22, 2025

Total Visitors: 384

Visitors with Pets: 19

Visitor Activities:

- **Restroom use or questions asked:** 95% of visitors
- **Picnic area usage:** 60% of visitors
- **Gift shop purchases:** 89.5% of visitors made a purchase

Where Visitors Came From:

We welcomed guests from all across Georgia, other U.S. states, and even other countries. Notable locations included:

- **U.S. Cities and States:** Manchester (NY), South Carolina, North Carolina, Michigan, Denver (CO), New Hampshire, and Florida
- **International Visitors:** Madagascar (Africa) and India

Programs & Community Engagement

Coffee with Council – Held on April 23, 2025

This event gave local residents a chance to meet and speak directly with city leaders in a relaxed setting.

New Monthly Program – *First Friday Features* (*Starting June 2025*)

The Welcome Center is launching a new program that highlights a different Georgia-made product or location on the first Friday of each month.

- **June's Feature:** Lane Southern Orchards donated fresh Georgia peaches. Each visitor will receive a free peach while supplies last. This event promotes agritourism and local Georgia Grown products.

Georgia Grown Innovation Center (GGIC) Activity

Workshops Offered (5 Total):

- *ServSafe Food Handler Training* – 2 sessions
- *AgSouth Pecan Workshop*
- *Credit Building Workshop*
- *"Is Your Business Built to Be Remarkable?"*

Total Attendees: 68

Community Events Hosted (3 Total):

- *Another Bloomin' Festival Chamber Luncheon*
- *Candler Youth Leadership Award Ceremony*
- *Juneteenth Award Luncheon*

Total Attendees: 149

Operations & Staff Activities

Heidi Jeffers – Meetings & Projects:

- **In-Person Meetings:** 76 total (42 in April, 34 in May)
- **Phone Meetings:** 27 total (12 in April, 15 in May)
- **Total Meetings (Combined):** 103

In addition to her meetings, Heidi played an active role in supporting and organizing local projects and events. Heidi also worked on several projects during this reporting period, contributing to both planning and coordination efforts for ongoing community initiatives.

Conclusion

The end of April and May were strong months for both the Metter Welcome Center and the Georgia Grown Innovation Center. With steady visitor numbers, successful events, and exciting new programs on the way, both centers continue to support tourism, connect the community, and promote Georgia-grown products and businesses.

Planning Department Report

June 2025 City Council Meeting

Contact with applicants / developers:

- Met with development team regarding residential project that will require rezoning.
- Responded to building permit queries.
- Responded to query regarding mobile home siting; forwarded to Candler County.

Meetings:

- Attended kick-off stakeholder meeting of Candler County Hazard Mitigation Plan.
- Staff meetings to discuss PUD rezoning project.
- Attended department head meeting.
- Attended budget workshops and public hearing.
- Attended Tree Board meeting; reviewed GA Releaf grant program for 2026 Tree Giveaway.

Reports:

- Prepared PUD rezoning staff report and materials for May Planning Commission / June City Council meetings.
- Researched fire fees; produced simulations on various fee schedules.
- Worked with Purchasing Manager to distribute RFP for development of workforce housing.
- Reviewed Southeast Crescent Regional Commission grant program requirements.
- Updated city portion of the Critical Infrastructure and Key Resources (CIKR) list for the consultant working on the Hazard Mitigation Plan update.