

## BOARD OF COUNTY COMMISSIONERS

Eric K. Maxwell, Chairman  
Randy Ognio, Vice Chairman  
Steve Brown  
Charles W. Oddo  
Charles D. Rousseau



## FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator  
Dennis A. Davenport, County Attorney  
Tameca P. White, County Clerk  
Marlena Edwards, Deputy County Clerk

140 Stonewall Avenue West  
Public Meeting Room  
Fayetteville, GA 30214

## MINUTES

### *Departmental Overview Meeting*

May 15, 2017

8:20 a.m.

---

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month at 7:00 p.m.

### **Call to Order**

Chairman Eric Maxwell called the May 15, 2017 Departmental Overview Meeting to order at 8:29 a.m. A quorum of the Board was present. Commissioner Charles Rousseau was absent.

### **Acceptance of the Agenda**

Vice Chairman Randy Ognio moved to accept the agenda as presented. Commissioner Steve Brown seconded. The motion passed 4-0-1. Commissioner Rousseau was absent.

Each department presented an overview of their department including the purpose, accomplishments, initiatives and goals, current staffing, proposed staffing and budget requests. A copy of the PowerPoint presentations, identified as "Attachment 1", follows these minutes and is made an official part thereof.

The departments that reported are as follows:

### **Department Presentations:**

#### **1. Planning & Zoning/Building Safety**

Community Development Director Pete Frisina briefed the Board to include the following:

- Planning and Zoning functions
- Completion of the Comprehensive Plan 2017-2040
  - Defining "rural character"
- Begin Sages software implementation
- Budget increase for FY2018 was \$48,488 related to Sages and a part-time Zoning Technician at \$23,533

Building Safety Director Joe Scarbrough and Assistant Director Steve Tafoya briefed the Board to include the following:

- Proposed new full-time Plans Examiner at \$67,532
- Third party inspections

#### **2. Information Technology**

Information Technology Director Phil Frieder briefed the Board to include the following:

- Cyber security
- Creating an Executive IT Committee
- No new budget request

### 3. Purchasing

Purchasing Director Ted Burgess briefed the Board to include the following:

- In-person training
- Bids and Request for Proposals
- Improvements through annual customer surveys
- GovDeals

Commissioner Brown inquired about the Constitutional Officers using GovDeals versus trading items. He suggested having them consider using GovDeals and to maximize getting a more competitive price.

Vice Chairman Ognio inquired about the favorable pricing. Mr. Burgess explained that it was based on the actual experience with the vendor.

Commissioner Brown suggested possibly creating an agreement where staff would not accept meals or gifts from vendors or contractors who are in business with the county. He stated that it would help eliminate any negative perceptions.

Chairman Maxwell mentioned a document that he obtained from Mr. Burgess that shows the various projects. He stated that he forwarded that document to the Board to review.

- No new budget request

### 4. Public Works

Public Works Director Phil Mallon briefed the Board to include the following:

Mr. Mallon gave a brief update on a meeting with Georgia Department of Transportation (GDOT) regarding concerns with McDonough Road from a land use stand point, East Fayetteville Bypass and concerns regarding Highway 279 and how it impacts Fayetteville. He stated that the agreement was an enhanced travel study and to use ARC for the entire region. He stated that he received an email that stated the funding and leadership for such a project would have to come from Fayette County. Commissioner Brown expressed that the "rural character" of the county was not a concern for GDOT and that it would be up to the county to maintain. Chairman Maxwell stated that no one at GDOT can answer the question about where the traffic will go. He stated that the Board needs to take a position on the traffic concerns. Commissioner Oddo urged the Board to consider what would happen if nothing was done. Mr. Mallon would coordinate a meeting with GDOT.

- Proposed building maintenance for Public Works facility at \$153,406

### Building & Grounds

Building and Grounds Director Carlos Christian briefed the Board to include the following:

- Budget request for FY2018 totaled \$1,518,697 to include salaries, benefits and M&O
- Budget request for FY2018; Justice Center only totaled \$203,308
- Roof replacement plan
- Replacement of LED lighting to save on utility cost

### Engineering Office

- Budget request for FY2018 was \$281,392 to include \$10,000 for Technical Assistance  
Commissioner Brown asked would project management for the Special Purpose Local Option Sales Tax (SPLOST) and oversight be given to private contractors. Mr. Christian stated yes, this would help to move the projects along.
- Swanson Road update. The project was scheduled for June 13 to begin.
- Veterans Parkway update. The bids were received and this project would come before the Board at the May 25 meeting.

The Board recessed at 10:44 a.m.

The Board reconvened at 10:49 a.m.

### **Environmental Management**

Environmental Management Engineer Bryan Keller briefed the Board to include the following:

- Budget request for a Project Manager position.
- The Project Analyst will handle the SPLOST projects for the department and would be 100% funded from the SPLOST program.
- EPD Permits and Compliance
- County Landfill
  - Alternative revenue sources

There have been conversations with the City of Fayetteville to use the county landfill. They are contracted with another vendor at this time.

- Street lights billing
  - M&O was included for street lights because of the payment of the utility. The County does not maintain the poles. This fund is self-supporting.
- Budget increase for Solid Waste totaled \$34,542 associated with the ground water monitoring and yard screener.
- Budget request for Sages software totaled \$27,000 and \$20,000 for third party plan reviewer.
- The total increase for M&O is approximately \$2,000 with office upgrades.

### **Fleet Maintenance**

Fleet Maintenance Director Bill Lackey briefed the Board to include the following:

- Budget request for FY2018 totaled \$622,337
- Moving to synthetic oil with a goal of extending oil service intervals.
- Software upgrades-productivity and safety
- Overall budget increase is \$28,000 to cover the cost for the software upgrades

Vice Chairman Ognio asked what solutions have been considered for office space at Fleet. Mr. Lackey stated that the entire Public Works department has outgrown the current facility. Commissioner Brown stated that will need to be looked at down the road.

The Board recessed at 11:17 a.m. for lunch.

The Board reconvened at 11:49 a.m.

### **Road Department**

Road Department Director Steve Hoffman briefed the Board to include the following:

- Budget for FY2018 totaled \$5,079,749 which was a reduction of approximately \$1 million from FY2017.
- Use of PubWorks software to track all activity and work orders
- Pavement Management budget was \$2,205,000 of the \$5 million.
- The Road Department will be working with the school board regarding trailers that will become available.
- Electronic message boards will be used throughout the county in relations to the SPLOST projects.

Chairman Maxwell made comments regarding the "Pinewood Studio" sign along Highway 54 and requested an update on the speeding signs in Peachtree City. Mr. Mallon stated that the speeding signs had not been addressed. Mr. Hoffman will bring the concern to GDOT during his meeting with them. Chairman Maxwell also addressed concerns with Highway 54 and the potholes on that highway and weeds on Highway 92. Mr. Hoffman explained that the county does not work on Highway 92 and would be in violation to do so. He would also address these concerns with GDOT. There was also a concern about the bridge on Ebenezer Church Road that had a low rating. Staff will look at installing signs prior to turning on Ebenezer Church Road to prevent tractor trailers from crossing that bridge. This bridge was scheduled for FY2019 construction.

## **5. Animal Control**

Kennel Supervisor Donna Evans briefed the Board to include the following:

- Increase of hours for the Adoption Coordinator to bring the position to full-time to allow for more hours for adoption.

In accordance with the Americans With Disabilities Act, accommodations are available for those who are hearing impaired and in need of a wheelchair. The Board of Commissioners Agenda and written material for each item is available on-line through the County's website at [www.fayettecountyga.gov](http://www.fayettecountyga.gov). This meeting will be telecast on Comcast Cable Channel 23 and on the internet at [www.livestream.com](http://www.livestream.com).

- Budget increase for full-time position was \$29,418
- Tentative plan for new hours of operations is 8:00 a.m. to 7:00 p.m. Thursday and Friday at 11 a.m. to 5 p.m. on Saturday and Sunday. Vice Chairman suggested monitoring the number of visits on Sunday to see if the extended hours are warranted. Commissioner Brown suggested a press release to let people know that the new time was available.
- Request for \$1,956 for two additional computers to cut down on overtime that was spent due to sharing a single computer for reports.
- The total budget request was \$430,022.

Mr. Rapson stated that there was \$50,000 included in the total budget to extend the “runs” outside for the animals and other renovations.

## 6. Code Enforcement

Chief Marshal Harold Myers briefed the Board to include the following:

- Budget request for FY2018 for the Marshals office was \$313,328 which was a reduction from FY2017.
- Budget request for FY2018 for Code Enforcement Unit was \$94,461 which was a reduction from FY2017.
- Intergovernmental agreement with the Town of Tyrone to handle code enforcement complaints; 50 complaints addressed.
- Update to website

## 7. Elections

Elections Supervisor Floyd Jones briefed the Board to include the following:

- Budget request for FY2018 totaled \$606,294
- Discussions with the Board of Elections regarding consolidation of precincts
- Enhance social media page
- Ethical reporting
- Possible Educational SPLOST election

## 8. Human Resources

Human Resource Director Lewis Patterson briefed the Board to include the following:

- Budget request for FY2018 totaled \$439,322 which was \$21,000 reduction
- The County pays \$6.2 million (80% of the cost) in health benefits and the employees pay \$1.4 million.
- Wellness budget; \$15,000
- Compensation and classifications
- Employee Service Awards budget: \$8,500
- Employee drug and alcohol testing budget; \$10,000

The Board recessed at 1:44 p.m.

The Board reconvened at 1:52 p.m.

## 9. Library

Library Director Chris Snell briefed the Board to include the following:

- Budget request for FY2018 totaled \$1,045,852
- Application for the Major Repair and Renovation (MRR) grant for the cost to replace the roof and for restroom renovations
- Website redesign

## 10. Fire & EMS

Fire Chief David Scarbrough briefed the Board to include the following:

In accordance with the Americans With Disabilities Act, accommodations are available for those who are hearing impaired and in need of a wheelchair. The Board of Commissioners Agenda and written material for each item is available on-line through the County’s website at [www.fayettecountyga.gov](http://www.fayettecountyga.gov). This meeting will be telecast on Comcast Cable Channel 23 and on the internet at [www.livestream.com](http://www.livestream.com).

- Budget request for Fire Services totaled \$8,548,040 which was an increase of \$394,000 with \$100,000 toward vehicle and equipment allocations, \$50,000 for fire renovations, \$50,000 for workers' compensation and \$36,000 for tuition reimbursement.
- Intergovernmental Agreements with eight surrounding counties
- Relocation of Fire station #4
- Staff retention
- Budget request for Emergency Medical Services (EMS) totaled \$3,095,700 which was an increase of approximately \$28,000 with \$35,000 of that for increase in vehicle and equipment allocation, \$10,000 for EMS billing and \$36,000 for tuition reimbursement.
- In-house training of EMT's and Firefighters

### **Emergency Management**

- Budget request totaled \$307,406 which was \$8,000 less than FY2017.
- Commissioner Brown asked about Automatic External Defibrillators (AED) in the community. Mr. Rapson stated that funds were in both Fire's and Emergency Management's budgets as a tuition reimbursement for those going through paramedic school. There was also funds included for the new state law regarding cancer policy for fire staff. There was no recommendation for millage rate increase.

### **11. Water Systems**

Water Systems Director Lee Pope briefed the Board to include the following:

- Budget request totaled \$18,332,500 for FY2018.
- Website upgrades
- Revenues increase by 13%
- Operation budget increases by a little under \$2 million
- Three new positions and one conversion of a Class I Water Operator to an Operator/Trainer at approximately \$152,000

Mr. Rapson updated the Board regarding the private water systems. He stated that there was \$500,000 allocated in 2021 and 2022. He explained the process for acquiring the private water systems in Fayette County.

### **12. 911**

911 Director Bernard Brown briefed the Board to include the following:

- Budget request totaled \$2,916,189 for FY2018
- \$19,939 increase from FY2017 due to contract and service increases
- Savings from department staffing restructure total \$17,223
- Spillman CAD server upgrade: multi-server to single server
- Obtain National Center for Missing and Exploited Children (NCMEC) certification

### **13. Assessors**

Mr. Rapson briefed the Board to include the following:

- Budget request totaled \$1,112,735 which was an increase from 2017
- 1 New Appraiser III
- 1 New Appraiser II; abolishment of 1 part-time Appraiser Aide
- Property assessments

### **14. Finance**

Chief Financial Officer Mary Parrott briefed the Board to include the following:

- Budget request totaled \$1,192,287
- Accounting/Audit

- Budget/Analysis
- AAA bond rating
- Need automation process upgrade
- Increase to General Fund was \$1.3 million
- Negative impact for the Juvenile Supervision fund and the Solid Waste & Recycling fund
- Personnel Changes
- 5-year Capital Improvement Program
- Vehicle replacement
- Pay & Classification study; 32 grades-41 employees have proposed increases based on study to be funded at \$87,300
- Fire and EMS proposed enhancements
- Merit/Performance pay distribution

The proposed merit/performance based pay would use a Forced Ranking Bell Curve which estimates 20% for top performers, 70% for average performers and 10% for non-performers. Performance pay would permanently move employees upward in the steps on their pay grade. Staff was proposing that employees who received increased due to the findings of the Pay & Classification study would not be entitled to an increase based on merit pay. Commissioner Brown stated that the purpose of the Pay & Classification study was to bring those employees' pay up to standard and not including them in the merit pay would penalize them for bringing them to standard. Mr. Rapson agreed with that assessment and stated that the Commissioners would have the final say on how to approach this concern. He continued that employees who are at the top of the pay scale would receive either a 2.5% or 5% one-time salary contribution. Implementation to fund a forced ranking merit based system would be 2.75% of total county payroll of eligible employees.

- Judge Supplements were presented with three different scenarios that included increasing the supplement from \$36,000 to \$40,000 which would produce a \$24,741.74 total increase that would encompass the other four Constitutional Officers (Clerk of Court, Tax Commissioner, Sheriff and Probate Court). The other scenarios included a supplement increase to \$43,000 with an overall impact of \$43,298.04 and the final was an increase to \$50,000 for an \$86,585.10 impact.

The Board agreed to review the information and make a decision at the upcoming meeting.

No votes were taken on the aforementioned items.

#### **ADJOURNMENT:**

Commissioner Brown moved to adjourn the May 15, 2017 Departmental Overview Meeting. Vice Chairman Ognio seconded. The motion passed 4-0-1. Commissioner Rousseau was absent.

The May 15, 2017 Department Overview Meeting adjourned at 4:19 p.m.

---

Tameca P. White, County Clerk

---

Eric K. Maxwell, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 6<sup>th</sup> day of June 2017. Referenced attachments are available upon request at the County Clerk's Office.

---

Tameca P. White, County Clerk

In accordance with the Americans With Disabilities Act, accommodations are available for those who are hearing impaired and in need of a wheelchair. The Board of Commissioners Agenda and written material for each item is available on-line through the County's website at [www.fayettecountyga.gov](http://www.fayettecountyga.gov). This meeting will be telecast on Comcast Cable Channel 23 and on the internet at [www.livestream.com](http://www.livestream.com).