

The Board of Commissioners of Fayette County, Georgia met in a Special Called Budget Meeting on Wednesday, June 9, 2004, at 4:00 p.m. in the Commissioners' Conference room in Suite 100 at the Fayette County Administrative Complex, 140 Stonewall Avenue, Fayetteville, Georgia.

COMMISSIONERS PRESENT: Greg Dunn, Chairman  
Linda Wells, Vice Chair  
Herb Frady  
Peter Pfeifer  
A.G. VanLandingham

STAFF MEMBERS PRESENT: Chris W. Cofty, County Administrator  
Carol Chandler, Executive Assistant  
Mark Pullium, Director of Finance  
Mary Holland, Assistant Director of Finance  
Tom Sawyer, Budget Officer  
Karen Morley, Chief Deputy Clerk

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Chairman Dunn remarked that this was a special called meeting to discuss the county's budget for fiscal year 2005.

**DISCUSSION OF FY 2005 BUDGET:**

**CRIMINAL INVESTIGATION DIVISION**

Bruce Jordan and Michelle Walker appeared to discuss this budget.

Major Jordan remarked that the only problem he had was in the recommended budget. He felt the vehicle maintenance in category 52223 was too low.

Commissioner Wells asked Mr. Pullium to address this issue.

Mr. Pullium said this was the same issue that the Board covered with the Traffic Division in regard to having the vehicles repaired through the county's Fleet Maintenance Shop. He said staff had used the formula based on the calculation and comparison of the costs when these repairs were done through private sector companies.

Major Jordan said the C.I.D. had spent \$54,000 so far this year and even if Fleet Maintenance was cheaper down to \$16,000 he found it hard to believe that Fleet would be that much cheaper. He said there was \$35,000 in this budget last year and they had spent \$52,000 so far. He said they would have stayed under the \$35,000 if they had not had to keep the cars until 100,000 miles. He said once the cars exceed 75,000 miles it cost approximately \$20,000 for major repairs. He said he had a hard time believing that he

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would be able to get 34 cars through next year on \$16,500 no matter how cheap it was out at Fleet.

Commissioner Wells said Mr. Pullium was using the figure of \$10 for an oil change and he was going to look to see if that figure included labor, parts and so forth. She asked him if he had found that information.

Mr. Pullium replied that this included everything in the costs at Fleet. He commented on the \$51,000 figure and said based on staff's analysis they had determined that the county's labor rate was \$18 and the labor rate for the private sector was \$70 per hour. He commented on prices for car parts. He said the county buys in bulk and there was a significant discount for those as well.

Michelle Walker asked if anyone had checked with the Public Works Director Lee Hearn as to whether or not Fleet would be able to handle all of the different kinds of cars. She said they did not drive just Crown Victorias. She said they had Jeeps, Dodges, Intrepids and so forth.

Mr. Pullium replied Fleet could handle anything and if they got into a situation where they could not handle it, then staff would certainly look at that situation where an out source basis could be used.

Ms. Walker asked if Fleet was going to handle wreck repairs, tires repairs, and ordering tires.

Mr. Pullium responded that there was no body shop located at Fleet Maintenance and they would not be able to do that.

Ms. Walker asked about tires.

Mr. Pullium replied yes, Fleet could change the tires.

Ms. Walker asked if Fleet was going to order their tires since they had existing money in tires.

Commissioner Frady said if Fleet did not have the tires they needed they would definitely have to order the tires from somewhere.

Mr. Pullium said the tires would be charged back to the appropriate budget.

Chairman Dunn said when Wayne Hannah had presented his budget, staff was recommending that his repair and maintenance budget be cut down. He said Wayne had

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presented costs and staff had put some additional money back into his budget. He asked if the maintenance and repair costs for one department was the same for the cars in the other department.

Mr. Pullium remarked that this rounded out to approximately 50%. He said in reality, staff would be amenable to change here. He said there would still be a 50% savings to the taxpayers.

Mr. Cofty said he would also like to point out that there were additional monies built in at Fleet Maintenance for salaries.

Chairman Dunn said the issue he was mentioning was what had happened to another Sheriff's Department division. He said the prices must be the same for everyone.

Mr. Cofty said during that discussion there was some confusion then over the cost of an oil change.

Chairman Dunn stated that was correct and the price had been higher than first thought.

Mr. Cofty said it was determined that the county could actually do it for less than thought.

Chairman Dunn said the Board had added money back into the other department's maintenance budget because Wayne Hannah had gone to Fleet Maintenance and spoken to them and determined that the estimate was too low. He said the Board had made an adjustment for those cars and would need to make the same adjustment for this budget.

Mr. Pullium agreed and said this would be logical in terms of consistency.

Michelle Walker asked Mr. Pullium if he was referring to small repairs or regular maintenance on a vehicle.

Commissioner Wells said this referred to anything except wrecks.

Ms. Walker asked if Fleet Maintenance would be repairing transmissions too.

Mr. Pullium replied yes. He said they would repair everything except wrecks. He said they would repair everything unless it was covered under warranty.

Chairman Dunn said he just wanted to make sure that the cars from one department were being repaired at the same cost as they were in another department. He said he wanted to make sure this was consistent.

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Mr. Pullium remarked that in order to be consistent with what was done in the traffic division, staff had indicated that \$27,455 would be consistent across the board.

Ms. Walker asked if there was any calculation time wise on how long it might take for these repairs. She said it would be difficult to leave a vehicle overnight for service and Major Jordan said they could discuss that later since it did not relate to the budget.

Commissioner Wells clarified that the Board would be increasing this to half of what had been spent last year.

Mr. Pullium remarked the figure was \$27,455. He said Ms. Holland had calculated this to be consistent with the traffic division.

Ms. Holland remarked that the traffic division had been increased by 66% and she had applied that same formula to the recommended amount for the C.I.D. and came up with the \$27,455 figure.

Chairman Dunn said this figure came out to be approximately 50% of their request.

Commissioner Frady said he wanted to save money but he wanted to do it the right way for the citizens. He said the Board could do a six months adjustment if it needed to.

Major Jordan said he would like to discuss another issue. He said he had put in for two drug agents and one detective. He said the drug squad had been in existence since 1989. He said it was started with four people. He said since that time only one person had been added and they were operating with only five people. He said if none were approved this year, he would hope to get some next year. He stated if he could add some people in this area then he would be able to cut some of the overtime that they were working. He said there were only five people plus Tyrone puts one with them. He said their comp time stayed high from all of the overtime that they worked. He said he had requested the detective position because identity theft had gone "through the roof" and was extremely high. He said he wanted to assign one person to do nothing but identity theft. He remarked that felonies would come first and the crimes against persons. He said if his department got too busy then the identity theft would not get worked and would have to be referred back to the banks. He said if the Board did not really want to add these people this year, then he was hoping that it could be looked at next year.

Chairman Dunn asked Mr. Pullium for staff's recommendation on all of the slots that C.I.D. had requested.

Mr. Pullium responded that staff had recommended that an additional School Resource Officer (S.R.O.) and an administrative clerk be added based on the justification that was

submitted. He said in terms of the School Resource Officer it was staff's understanding that in the schools there was a significant need for these. He said there was a Resource Officer located at each school but the problem was when a supervisor was pulled to other schools to provide leadership to those other schools. He said without the visible presence of the officer, there was concern that this would create a problem. He stated this was the main part on which staff had made its recommendation. He said in this way there would be sufficient commanding control and also sufficient presence in the schools.

Mr. Pullium commented on the request for an administrative clerk. He said this was a result of the increase in the number of arrests that had been processed over the last several years in the Sheriff's narcotics area. He said this was the main reason that staff had justified that position.

Major Jordan remarked if he had to prioritize, then these were the two positions that he would want first and the ones that were cut would be his third, fourth and fifth priorities.

Chairman Dunn said historically the Board had agreed to fund one resource officer per school and this was what had been done.

Commissioner VanLandingham asked if the school was going to pay half of this. He commented that the school had agreed to pay half of the resource officers. He said it stated that the total cost was \$35,233.46. He said he was sure if the county would pay an officer, pay his benefits, buy his uniforms, buy his automobile, his computer and everything that \$35,000 would not be the total cost.

Commissioner Wells said the \$35,000 would just be the salary.

Commissioner VanLandingham said it was his understanding that the county had agreed to fund half of the resource officers and this would be one officer per school. He said this had developed into the county picking up after the salary all of the equipment. He said he did not know if this was the original agreement. He said they were trying to locate this agreement and determine exactly what the School Board was responsible for.

Commissioner VanLandingham said it was his understanding that the School Board would pay for half of the resource officer.

Chairman Dunn said he would not support this particular request. He said over the years the Board had funded one officer per school and that was what was agreed upon.

Major Jordan said the reason the officer must leave the school so much was for parent conferences. He said when parents have complaints against the resource officer at that school, they come to the school and a supervisor goes to that school. He said there was

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five of them now. He said there had been a lot of difficulty in the schools this year. He said Whitewater Middle School was going 50% of the time without a School Resource Officer.

Commissioner Frady asked what the resource officers did in the summer time.

Major Jordan responded they work with detectives and two of them work in summer school.

Commissioner VanLandingham said until this was resolved with the Board of Education exactly where the county was supposed to be on this, he would not be in favor of adding anymore officers. He felt the Board needed to review the original agreement and see what was agreed to with the school as far as supplying one officer per school.

Commissioner Wells said even if the agreement was that the School Board would pay half of an officer per school this would be exceeding that. She said the School Board could easily say that the agreement was one officer per school.

Commissioner VanLandingham said he would like for staff to make a note to find that agreement.

Major Jordan asked for clarification. He asked if the Commissioners were questioning if the Board of Education would go along with this request. He said the Board of Education had already agreed to this.

Commissioner Frady said if it could be proven to him that it was necessary to go beyond what had originally been agreed upon, then he would give it some consideration. He said so far that had not happened.

Chairman Dunn said he did not think that anybody actually believed that a D.A.R.E. officer was going to be in the school every minute that the school was open every day. He said these officers would be gone for other reasons as well.

Major Jordan stated that the supervisor was gone much more than the others because he was having to visit the other schools. He said the Principal had mentioned to the supervisor this year that maybe an officer could be put in that school full time and let the supervisor be free to supervise all of the schools. He said there was a lot of times when one school had an event that would have two resource officers there for that event and leave the school uncovered and the supervisor would also help with that situation.

Chairman Dunn said at this point, he was not willing to do it. He said this did not mean that internally Major Jordan could not convince his boss that it was a higher priority than something else that he might be doing.

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Mr. Pullium interjected that during the last fiscal year, there were five resource officers and the county received \$100,000 which was \$20,000 for each officer. He said this was in agreement with the contract.

Major Jordan interjected that the Board of Education had agreed to go up to \$22,000 this year. He said they also agreed to go up to six officers if the county agreed to six.

Commissioner Wells said the complete package would include the officer's salary, benefit package, uniforms, guns, training, vehicle, and so on.

Chairman Dunn said he personally could not support this and Commissioner Wells said she could not either.

Major Jordan said after the first year the expense of the car would be taken off. He felt that would be \$70,000.

Mary Holland replied just the salary and benefits would be \$45,500.

Commissioner Wells interjected that would not include uniforms, training and so forth.

Chairman Dunn said there would also need to be gasoline and maintenance for the car.

Commissioner Wells remarked that she felt the Board was not going to be in support of this request.

Major Jordan said he would like to make another proposal. He suggested that he could go to the Board of Education and try to get them to go up to \$30,000 and show them these figures. He asked if he could get the Board of Education to agree to that could the extra money be used for the sixth supervisor.

Commissioner VanLandingham said he would not be in favor of setting a figure. He said he would like to set it at half of what it cost to support those deputies. He said he was aware of the county's responsibility in this but he felt the Board of Education's responsibility was even greater than ours. He felt the Board of Education should pay no less than half. He said it appeared that the figure was going to be more than \$30,000.

Chairman Dunn said Major Jordan had previously spoken to the Board, and quite eloquently, about getting at least one resource officer into each school. He said this had been accomplished and the Board was willing to continue doing that. He said every time a new school was opened, the county would agree to another officer.

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Mr. Pullium said the county has one time expenditures of \$48,000 for calculated annual operating costs. He said this would be for this particular School Resource Officer position.

Chairman Dunn asked what the rank for this person would be.

Major Jordan said the new person would have the rank of investigator.

Chairman Dunn asked what an investigator would cost. He said he saw the figure for a base salary but not the base salary for a supervisor's position.

Commissioner Frady said the budget stated the basic contract agreement with the Board of Education for the cost of the School Resource Officers to be split between the Fayette County Board of Commissioners and the Fayette County Board of Education under a 50/50 split and the projected cost of this was \$120,750.

Major Jordan remarked that it had been a long time since that agreement was made.

Chairman Dunn said Mr. Pullium had previously stated that each officer was going to cost \$48,000 and that was just for salary and benefits.

Mr. Pullium remarked that the \$48,000 figure multiplied by 5 and then divided by 2 came to \$120,000. He said that would be a 50/50 split.

Commissioner VanLandingham said that figure did not include any equipment or training and Mr. Pullium agreed.

Major Jordan said he recalled the discussion about the equipment. He said the reason he had agreed back then to purchase the equipment was because the Sheriff's Department would be the one to say what equipment would be necessary. He said back during those original discussions the Board of Education did not want the officers to be armed. He said that was before Columbine. He said he would be willing to go back before the Board of Education and renegotiate anything the Commission would tell him to do.

Commissioner Frady asked who had negotiated this contract in this first place.

Major Jordan replied it was a consensual agreement between him and the Board at that time and then the Board of Education.

Chairman Dunn remarked that Major Jordan had briefed the Commission at one of its meetings and the Board of Commissioners had agreed to one officer per school.



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Commissioner VanLandingham said until there was more definite information regarding salaries he could not make a decision.

Chairman Dunn interjected that every couple of years another new school would open and an officer would have to go in those. He said the Board of Commissioners had already agreed to do that. He felt it would be too much to say that the Board would agree to start a supervisory structure. He said he would not want to add the money to this line item but money could be moved around within the department.

Commissioner Wells suggested the Board proceed in order to keep on track.

Commissioner VanLandingham said he had a question on page 173 regarding postage which was category 52302. He commented that in Administration's budget they had \$3,000 in postage for all divisions except for warrants and technical services.

Major Jordan responded the postage listed on page 173 was for courier services such as Federal Express to shuttle evidence back and forth from one agency to another and things of that nature.

Commissioner VanLandingham said he had a question on page 180 which was category 531441 for books and magazines. He asked if there were 35 investigators in C.I.D.

Major Jordan replied yes there were 34 people.

Commissioner VanLandingham asked if this included secretaries.

Major Jordan replied that the 34 figure included a secretary.

Commissioner VanLandingham asked if the secretary needed traffic law books.

Major Jordan replied that there was only one secretary. He said the secretary used these books when she was entering reports in the computer.

Commissioner VanLandingham said he had a question on page 185 regarding 542510 which was firearms. He said in the second paragraph of the justification it stated that older model weapons would be replaced. He asked what happened to the old weapons.

Major Jordan responded that this was handled by the patrol division and he did not know for sure.

Michelle Walker interjected that sometimes the weapons were traded in for upgraded weapons.

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Major Jordan said he thought some of the weapons were auctioned. He said he recalled these being auctioned only to licensed gun dealers.

Commissioner VanLandingham asked what happened to the money that was generated from this.

Major Jordan responded if it was purchased from the general fund then it would go back to the general fund.

Ms. Walker said they had not done this in several years but if that happened then the money would go back in that account.

Ms. Walker pointed out that they had been approved in the bullet proof grant programs and they would be receiving some money back from them in this budget category.

Commissioner Wells asked where that money would go.

Ms. Walker replied the money would go back to firearms and detective devices.

Commissioner Wells asked if this had been taken into consideration when this money was requested.

Ms. Walker replied that they could not because this happened so late in the year when budgets were already turned in. She said they had put in for the amount that they had originally asked for but they did not know if they were approved.

Commissioner VanLandingham asked how much that was for.

Ms. Walker replied that she had put in with field operations division and she had received \$3,285 that was going to come back into their division and the field operations division got \$1,716.

Michelle Walker said she would like to comment on the software maintenance category. She said Information Systems had determined that C.I.D. had an actual router that the AFIS system could be hooked up to. She said this had occurred after the budget was turned in. She said they determined that they would not have to pay an annual router fee connected to this because they were using an existing router. She said \$6,251.36 could be removed from this budget category as listed on page 170. She said this would leave \$12,200.

Commissioner Wells questioned the radio repair category listed on page 170. She clarified that this was primarily for the contract for maintenance, parts and repairs on a regular basis. She said this amount had gone up to \$11,280 in the contract with Transcom

She said if this was what the contract was costing the county, it might be more cost effective to just repair these rather than pay for a contract.

Ms. Walker replied that this contract with Transcom was based on the number of certain types of radios. She pointed out that some of the radios that had to be maintained were out of date and needed replacement but they were trying to save money and just have them repaired. She said some of the parts for the radios could no longer be found.

Commissioner Frady asked if Ms. Walker had a history of invoices for these repairs. He asked her how the paper work had been handled.

Ms. Walker said the radios would be sent to Transcom and then Transcom sends them a bill on the repair. She said she keeps up with every invoice.

Commissioner Wells said this amount might just be for the contract and additional money might have to be paid for additional hours. She said it might be less expensive just to pay for each repair rather than pay this large amount for a contract.

Major Jordan said he thought they had been under this contract for so long that they did not know either. He said he could not tell the Board what he would have to pay to repair those radios if they were not under a contract.

Chairman Dunn pointed out that this contract was increasing by a couple of thousand dollars every year.

Commissioner VanLandingham asked if the contract covered repairs as well.

Commissioner Wells replied no and stated an additional \$360 was requested for unexpected repairs.

Ms. Walker replied that once and a while there might be something that would happen with a radio that would cost extra.

Mr. Pullium said staff would be glad to look at the alternatives for repairs and determine if it would be more economical and as effective to repair these radios and/or put this out for bid. He said they would be glad to look for a solution in terms of effectiveness and cost.

Commissioner Wells suggested the Board review this issue again next year.

Commissioner VanLandingham said in the bid process someone needed to make sure that the availability of that service that was being offered was as good as the one they currently had.

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Chairman Dunn said they would also need to look at the level of confidence that they had with this vendor.

Ms. Walker also pointed out that these were all Motorola radios and she said there might only be a small number of vendors who were under contract with Motorola to work on Motorola radios.

Commissioner VanLandingham said it was his understanding that you could not buy Motorola parts unless you were an authorized Motorola dealer.

Commissioner Wells said she had a question on page 174 regarding airfare. She said this was exactly the same justification that was there last year. She said so far they had actually spent \$1,808.

Ms. Walker interjected that they had actually spent \$2,201 with \$1,040 left in that category.

Major Jordan said one year they might only spend \$1,500 and then another year they might have more cases that would call them out of town and it might cost more.

Commissioner Wells said she recalled that and remembered the explanation was at that time because of the Flint River murders. She asked Mr. Pullium if he had a history and an average for this account.

Mr. Pullium responded it was difficult in terms of a three year average and staff had done a two year history. He said last year they spent \$2,684 in this line item. He said when they submitted it this was \$1,800 and staff had annualized this. He said staff felt like at the time that this was reasonable.

Commissioner Wells said her problem with this was that staff was changing how they did things on some of these issues. She said on some of these staff was taking a three year history and making it very exact and then on this one staff took a two year history and did not make it exact.

Mr. Pullium said the reason for this was that staff did not have a three year history on the C.I.D. He said there was not a way to get a three year history on this. He said staff would have this information for next year's budget.

Commissioner Wells pointed out that staff had not even annualized it for two years. She said \$2,684 plus \$1,800 and this divided by 2 would be closer to \$1,600 ball park figure.

Mr. Pullium said staff took the \$1,800 and annualized it to get \$2,400. He said this would have been somewhere in the \$2,500 range and it would probably have been a lower

number. He asked Tom Sawyer if the paperwork agreed with the request that was submitted.

Mr. Sawyer replied yes.

Mr. Pullium said that he agreed that it did. He said this was the other aspect. He said staff had looked at the other part for justification.

Commissioner Wells said she was just trying to understand and make sure staff was being consistent.

Mr. Pullium replied yes that staff was being consistent. He said in the absence of the three year average, staff had looked at what was submitted to see if they had justified where they had planned to go and they did.

Commissioner Wells said she had a question on page 175 under communication supplies which was category 531106. She commented that the actual so far was \$2,100.

Ms. Walker interjected that it was \$2,783.

Chairman Dunn pointed out that there was a \$600 difference. He clarified that this figure was current as of today and Mr. Pullium agreed.

Commissioner Wells said they might have used the purchasing card.

Chairman Dunn asked Ms. Walker if she had used the P-card.

Ms. Walker replied yes and Commissioner Wells said that would be the difference.

Commissioner Wells questioned the purchase of batteries regarding other members of the Fayette County Sheriff's Offices and the undercover body bug equipment utilized by both the C.I.D. and the Drug Task Force. She said there were unknown funds that were out there that were not known as far as confiscated funds from drug seizures and all. She felt these could be utilizing some of those for things that were very specifically drug task force related whether it was undercover operations or not.

Major Jordan said this was just for batteries and they purchased the surveillance equipment, bugs and that kind of thing out of the drug seizure money. He said this was just the batteries for them.

Commissioner Wells felt the batteries should also come out of that category in order to be consistent.

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Major Jordan remarked that traditionally the county had been buying the batteries. He said if this was taken away then this would take money away from his general budget because of the drug seizure budget.

Commissioner Wells said she was just saying that she felt there was probably money there and drug seizure equipment should be supported by drug seizure money.

Major Jordan replied that it was but this was not just for drug seizure equipment but for the beepers that they carry. He asked Ms. Walker how much she thought was used for body bug equipment.

Ms. Walker replied that the batteries were all the same and they consisted of AA, 9 volt, AAA and so forth.

Commissioner Wells said because each department was delineated she felt it was very important to be consistent. She said otherwise these would be funded in three different categories and would have more money than was needed. She said she would feel better about taking this category down to approximately \$2,800 because this was what the history pretty well showed. She asked if anyone else agreed with that.

Commissioner VanLandingham said they had spent \$2,700 this last year.

Ms. Walker interjected that her record showed P-card purchases and she had spent \$2,783.

Major Jordan asked Ms. Walker if this would get them through the remainder of this month and Ms. Walker replied yes.

Commissioner VanLandingham confirmed that \$2,800 would handle this.

Chairman Dunn remarked that in fiscal year 2003 they spent \$2,700 and not in 2004.

Mary Holland stated that Ms. Walker said there had been some P-card purchases that had not been processed through the bank on the P-card statement.

Chairman Dunn pointed out that staff's figures showed columns arranged as 2004, 2003 and 2005. He asked if staff had gotten these columns backwards and Ms. Holland replied yes.

Mr. Pullium said the figures listed under each column were correct for that particular year.

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He remarked that the current fiscal year was the column to the left, the prior fiscal year was located in the middle and the future fiscal year was to the right. He said the numbers listed under each column were correct.

Commissioner Wells said she had a question on page 172 under communication services which was category 523201. She said there was \$7,500 budgeted last year and now it was back up to \$36,000 this year. She felt this was a lot of money for 36 Nextel radios.

Commissioner Frady interjected that it stated this was for 36 Nextel phones at \$2,780 per year for each one.

Commissioner Wells said there was also the issue of repair costs. She said the Board had already addressed the contract.

Ms. Walker interjected that the previous discussion regarding a contract was not for Nextel. She said that radio contract was for Motorola portable radios and the radios in the vehicles only.

Major Jordan said last year they were told that they were told that they were allotted the \$7,500 and staff said the GASB 34 was going to cover the rest of it.

Mr. Pullium remarked that there was some money in the non departmental account that was available for communication services. He felt part of the problem again was the lack of the history in terms of this particular account. He said there were sufficient funds and staff would be bringing budget recommendations to the Commission to move the money from the other account over into this account.

Commissioner Frady asked if these radios had the capability of a discrete frequency.

Major Jordan replied no. He said the Sheriff's Department was being scanned by Fayette Citizen newspaper and Channel 2 news.

Major Jordan asked if the clerk's position had been discussed yet. He asked if this needed discussion.

Chairman Dunn said nobody here had objected to the clerk's position. He clarified that the Board had no problem with the clerk's position but there was a problem with the School Resource Officer. He said this begs the question for the budget staff that if the resource officer was not approved, then staff would have to go through the entire budget and pull out resource money in each line. He pointed out in the last one it was \$870. He asked Tom Sawyer to review what had been done on this budget.

Mr. Sawyer replied that he had two items.

Chairman Dunn responded that there were more than that.

Mr. Sawyer said he would tell the Board the changes that he had and then he would confirm anything else.

Mr. Sawyer remarked that vehicle repair had been increased by \$10,916 based on the adjustment made to the traffic and training division. He said he had a reduction of \$6,251.36 in software. He said communication supplies had been reduced by \$1,200 for a total of \$2,800.

Chairman Dunn said the Board had not yet made a final determination on the School Resource Officer so nothing had been done on that and the Board agreed.

On motion made by Commissioner Wells, seconded by Commissioner VanLandingham to accept the proposed budget minus the S.R.O, discussion followed.

Major Jordan interjected here that he would pay for that this year and this could be addressed next year.

Commissioner Wells remarked that the motion would also include the three changes that were discussed.

Chairman Dunn called for the vote.

The motion carried 5-0.

### **PUBLIC WORKS - ROAD DEPARTMENT**

Public Works Director Lee Hearn remarked that he had ten line items that he would like the Board to consider for additional funding. He commented on account number 521211. He said he had requested \$10,000 and the year to date expenditures which were \$33,000. He said he was recommended for zero. He said some of the funding in that account included small projects that might be Highland Hills cul-de-sac. He said this was located under the Road Department budget.

Commissioner Wells remarked that the notes stated that this was included with the C.I.P. based on a project basis.



Mr. Hearn replied that information was not correct.

Mr. Pullium interjected that this was an accounting issue. He said engineering projects really needed to be associated with the cost of a project irrespective of the size. He remarked that there was a sufficient amount of money budgeted. He said if the Board wanted to undertake an additional project throughout the year, staff could look to the contingency to add money. He said in all fairness, staff had identified the C.I.P.

Mr. Hearn remarked that if he had a situation where he had a culvert that was undersized and he needed some help from Jim Mallett to size it, he would need to be able to move on that and would need a little bit of money in that line item to be able to handle that. He said if he had some surveying/engineering type work, that he needed to look at he did not want to have to go back and request money and that sort of thing.

Chairman Dunn asked what the \$33,000 had paid for so far this year.

Mr. Hearn replied that what he had included in the engineering work during this past year and the reason he had not asked for the whole \$30,000 to \$40,000 was because of some accounting glitches in terms of where some of the work was being costed out. He said some of the money listed as spent this year would be for culvert replacement money.

Mr. Pullium pointed out that the projects listed on the overhead screen were all C.I.P. projects and this included Redwine Road, Goza Road, Snead Road, and Hampton Road.

Chairman Dunn remarked that when a culvert was replaced it would not be in the C.I.P.

Mr. Pullium responded that these particular projects were capital improvement projects. He said these projects needed to be recoded against the correct projects. He said they were incorrectly coded at the current time.

Mr. Hearn remarked that there were projects that come up each year that he needs engineering money allocated for. He said he was referring to very, very small projects.

Commissioner Wells asked Mr. Hearn if \$5,000 would be enough

Mr. Hearn replied that he would need \$10,000.

Commissioner Wells asked Mr. Hearn again if \$5,000 would be enough.

Mr. Hearn replied that he would need \$10,000.

Commissioner VanLandingham said if Mr. Hearn had a project that needed engineering done on it and the Board had approved the project then the money would be there.

Chairman Dunn felt Mr. Hearn was speaking about the immediacy of the money for the engineering work.

Commissioner Wells said the \$5,000 would accomplish that.

Mr. Hearn said that would be fine.

Commissioner Wells noted that the next issue was legal services in account number 521213. She asked for the history on this account.

Mr. Hearn said when he prepares a LARP contract and Attorney McNally and Attorney Monty Goza do the legal work related to that, that would be charged to this particular line item. He said \$1,200 was not going to make that happen. He said year to date he had spent \$22,000 and he had requested \$20,000.

Commissioner Wells said this had been consistent at \$23,000.

Chairman Dunn asked why staff was recommending \$1,200 for this account.

Mr. Pullium responded that this was an area where he believed there needed to be better communication between the Finance Department and the Road Department. He said a lot of the legal services related to acquisition of right-of-ways and legal issues that were related to projects and therefore should be appropriately charged to projects. He said staff still contended that the \$1,200 was probably sufficient for this Road Department account due to the legal issues related to road projects. He said in order to correctly budget these items they needed to be charged against the specific project.

Chairman Dunn pointed out that the county was going to have a huge amount of road projects coming up. He said this needed to be settled because this coming year there was going to be more road work done in Fayette County than in the last twenty years.

Mr. Pullium noted that there was going to be a lot more engineering, surveying and legal costs. He pointed out that in terms of capital construction those costs were charged against the projects and not against the maintenance and operation account.

Commissioner Frady and Commissioner Wells felt this would help in tracking these projects.

Mr. Hearn said he would need some money available for small questions related to the right-of-way and parcel descriptions. He said he had some work that had to be done with Dana Drive during the year and he needed the money quickly to proceed.

Commissioner Wells asked Mr. Hearn if \$5,000 would be enough.

Mr. Hearn replied no.

Chris Cofty felt it should be \$1,200.

Commissioner Wells felt Mr. Hearn had a good point regarding Dana Drive.

Mr. Cofty remarked that he had worked with Monty Goza on the Dana Drive project as well. He said Monty probably did not work more than an hour on that project.

Chairman Dunn said his concern was the immediacy of the money being there for this work and Commissioner Wells said it was her concern too.

Chairman Dunn said if Mr. Hearn was out in the middle of a job and something came up, how would he get the money.

Mr. Cofty interjected that Mr. Hearn had \$1,200 in this account to handle this type of thing.

Commissioner Wells remarked that obviously Mr. Cofty felt strongly about this.

Mr. Cofty remarked that the big projects should be planned out and all of that should be put in there.

Chairman Dunn said if the S.P.L.O.S.T. passes, there would be millions of dollars used for just routine work.

Mr. Hearn asked Mr. Pullium if Attorney Goza charges the county when he prepares a contract for any item that was over \$20,000. He felt the Attorney bills out hours against these kinds of things. He said the Attorney had to charge the county for the work he had done on the L.A.R.P. contract. He said those were funds that were being charged against this line item. He said the Attorney must work up a contract that was signed by each of the Cities as well as the County. He said that was where those costs were going and there was no project that was identified with that.

Mr. Pullium remarked that the L.A.R.P. portion should appropriately be M & O.

Mr. Cofty interjected that the \$1,200 should more than handle it.

Commissioner Wells said the Board could always come back to that. She asked for a history on this account. She questioned the technical services account.

Mr. Hearn said he had requested an erosion control in the amount of \$20,000 and the recommended amount was zero. He said he used erosion control around the borrow pit when he was borrowing soil and when there were pipe blow outs or shoulder problems and that sort of thing. He said he could not live with zero for this line item in terms of erosion control and the sensitive nature of it. He said he needed some money in erosion control. He said he had requested \$10,000 in tree removal and \$10,000 in miscellaneous concrete work and \$5,000 was recommended in both of those. He said for tree removal he paid anywhere from \$400 to \$800 for a huge tree on the right of way. He said he only uses a tree removal service when he has a home that might potentially be hit by a tree, a mailbox or power lines. He said at the current time there were six or seven trees that he was waiting for the budget to be approved to have these trees taken down. He said it would probably cost \$500 to \$600 for each tree.

Commissioner Wells said this was one of those times where averaging was done on certain budgets and not done on others.

Mr. Pullium pointed out that this referred to project oriented items and he saw these as capital improvements although it might be a maintenance and operation item. He said that it was not real clear when he read this note whether this was for capital items or maintenance items. He said it appeared from this discussion that this would be capital items.

Commissioner Wells said if staff were to take the two years and divide that number by two it would be \$211,895. She felt this was a more fair number.

Mr. Hearn said he could live with that.

Chairman Dunn said his concern was not so great here because every single project that needed to be done would have the money to do it.

Mr. Hearn said this was his maintenance and operation budget. He said at the end of the year he did not want to have ten items that he had over spent on. He said he was trying to plan where he needed money and how much he needed.

Chairman Dunn asked Mr. Pullium if in the past these types of expenses and projects were put in the M & O budget.

Mr. Pullium replied that staff was still trying to improve the project accounting.

Chairman Dunn said he realized that staff was trying to transition into taking large capital projects and having a separate line item for those where the costs could be tracked. He said that was very necessary but on the other hand he did not want Mr. Hearn to get caught up where he could not get things done when he needed to.

Mr. Pullium remarked that in the last couple of years Mr. Hearn had spent on a four year average a \$191,000.

Commissioner Wells interjected that this should put Mr. Hearn in good shape.

Chairman Dunn remarked that at a point where Mr. Hearn would be going over anywhere in his budget, he should come before the Board requesting a supplemental or something to get this work done. He said Mr. Hearn would certainly not be spending the money on nothing.

Commissioner VanLandingham said he had one question on technical services. He asked Mr. Hearn if he had contacted Two Rivers about their new machine.

Mr. Hearn replied yes he had contacted Forest at Two Rivers and the machine was due to be in at the end of this month. He said the machine should be available in July.

Commissioner VanLandingham said he was not sure if it would be cheaper but he felt this should be considered.

Mr. Hearn replied that he would take a look at this.

Commissioner Wells remarked that the next account was vehicle repair.

Mr. Hearn stated that year to date the money spent on this item was \$22,503. He said he had requested \$25,000 and \$20,000 was recommended.

Commissioner Wells asked for the funding history in 2003.

Mr. Pullium said the three year average was significantly less than this. He said last year Mr. Hearn had spent \$65,000 but the two and three years before that it was \$10,000. He said the four year average was \$10,625.

Commissioner Wells questioned Mr. Pullium's consistency in giving three year averages and now giving a four year average.

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Mr. Cofty said he did not feel that any department had any problem in accomplishing their objectives either this year or the year before that with the money that was recommended. He felt they would be able to meet their objectives again this year.

Commissioner Wells asked how the \$20,000 was derived.

Mr. Pullium replied this was based on the most current year and that figure was annualized. He said staff took the aging equipment into consideration.

Commissioner Wells said that would just be \$5,000 off. She commented that nothing was being done with equipment rental.

Mr. Hearn replied that year to date expenses for equipment rental were \$9,834. He said this included the rental of a screen that was used when they do shoulder work. He said it also included the rental of compaction equipment when pipes were being installed around the county. He felt \$10,000 was more in line with what the needs were.

Commissioner Wells noted that last year they had spent \$4,000.

Mr. Hearn responded that he did not believe that included everything that was done last year. He said they had rented the screen machine a couple of times.

Commissioner VanLandingham interjected that last year they had spent \$11,000 to \$12,000 and the year before they had spent \$4,000.

Chairman Dunn pointed out that in 2004 the budget was \$7,500 and they spent \$9,800. He said now staff was recommending \$7,500 again. He said this year was not over yet and Mr. Hearn was already \$2,000 in the hole.

Mr. Pullium noted that the year before that Mr. Hearn had spent \$4,319 and another year he spent \$5,000. He said he realized that this was probably variable. He said staff felt if Mr. Hearn needed more then he could come and ask the Board. He said staff was looking at this as a contingency type item. He said \$7,500 was a reasonable amount and it was the average of the historical years.

Commissioner VanLandingham questioned if the screener was a portable unit and Mr. Hearn replied yes.

Commissioner VanLandingham asked for the price of a portable screener unit.

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Mr. Hearn said he only used the screener probably three weeks each year. He said he preferred to rent this unit rather than purchasing it. He said if he was just using the unit three times each year he would have trouble maintaining the unit.

Commissioner VanLandingham asked about the compaction unit.

Mr. Hearn said this could be whacker packers and some other related units. He said he did not need that equipment all of the time. He said he might go a year and not need any of it but he might go one month and need it three weeks.

Mr. Hearn said the Public Works Department was far more aggressive with the shoulder work program and with paving.

Commissioner Wells complimented Mr. Hearn on a great job for several of the county's roads that had been done. She suggested leaving this amount as it was with the understanding that Mr. Hearn could come back to the Board if he needed more money.

Mr. Hearn said the next issue was tires. He said year to date he had spent \$22,615 and requested \$20,000. He said he probably needed \$24,000. He said this covered a wide range of what the department does with the hauling equipment.

Commissioner Wells asked Mr. Hearn if he replaced tires every year on every vehicle and Mr. Hearn replied no and stated he replaced them only as needed.

Mr. Pullium said the average on this item was \$18,500. He said they had seen a year where only \$11,000 was spent.

Commissioner Wells said this was in 2002.

Mr. Pullium pointed out that Mr. Hearn had sufficient funds in other line items to cover this if needed.

Chairman Dunn said in some ways this was an irrelevant conversation. He said no matter what Mr. Hearn needed, he would get it to fix the roads in this county. He felt Mr. Hearn was just trying to get the money up front so that he did not have to ask for it every time.

Commissioner Wells said she understood what staff was trying to do but commented that realistically this had gone up every year since 2002. She suggested this item be \$20,000.

Commissioner Wells asked about the gravel and sand account.

Mr. Hearn replied that \$86,762 had been spent year to date for gravel and sand. He said this was really a function of the weather in the winter. He said a three year average was not a good measure for this. He said last winter was really wet and he had used a lot of rock but the two years prior he did not need that much.

Mr. Pullium said there was a pretty significant inventory at public works and there was some carry over.

Commissioner Wells questioned the account for uniforms.

Mr. Hearn replied that the contract with Centox for the forty employees was \$14,560. He said if he purchased rain suits for twenty of his crew members which was half of the staff, it would cost \$800, jackets for all forty would cost \$1,600 and coveralls for ten members costing \$50 each it would be a total of \$2,900 that would be added to the \$14,560. He said a three year average was somewhat misleading for this line item. He said he had a full staff for the first in a long time.

Mr. Cofty asked how many times did each employee need to purchase a rain jacket.

Mr. Hearn replied that there was some turnover in the department. He said he calculated purchasing rain jackets for half of them this year. He said these jackets would dry rot and they did not last forever. He said he basically purchases approximately ten of the employees coveralls every year.

Commissioner Frady asked if these employees wore these when it rained and Mr. Hearn replied yes they did wear them.

Commissioner Wells asked Mr. Hearn why he purchased jackets every year.

Mr. Hearn replied when these employees were working on the tacking and road repairs their clothes get really dirty.

Chairman Dunn asked Tom Sawyer to recap this budget.

Mr. Sawyer replied the Board approved \$5,000 for engineering services. He said technical services was increased by \$19,490 and came to \$211,090.

Chairman Dunn asked what was done to legal services category and Commissioner Wells replied nothing. She said it was left alone.

Mr. Sawyer said the tire account was up \$1,500 to \$20,000.



On motion made by Commissioner Wells, seconded by Commissioner Frady to adopt this budget with the changes. The motion carried 5-0.

Chairman Dunn said staff could review this budget in six months and adjust it appropriately.

Mr. Hearn said at the current time he had twenty three items in the Road Department budget that were in the negative and he had twenty three requests for fund transfers. He said this was his first opportunity for input into the budget process.

Commissioner Wells suggested Mr. Hearn give this a chance this year to see how things go.

Mr. Hearn said he had never had a shortfall in the line items to the extent that he had this year.

Mr. Cofty said there was a significant amount of money still available in this budget. He said Mr. Hearn could transfer the money when he needed it.

Mr. Pullium remarked that in 2003 this budget had \$338,000 left in this budget.

Chairman Dunn interjected that Mr. Hearn was going to have a lot more work next year than he did this past year.

### **PLANNING**

Director of Planning Chris Venice appeared to discuss this budget.

Mrs. Venice asked for the Board's consideration in reclassifying the senior planner position to an assistant director position. She said she had previously sent a memorandum to Mr. Cofty as well as the Board outlining her reasons for this.

Chairman Dunn said staff had recommended this change.

Mrs. Venice said she was present in case the Board had any questions.

Chairman Dunn asked who this person would be directing as assistant director.

Mrs. Venice said there was an administrative secretary in the office and although the office was very small, this particular person's duties were not so much administrative as responsible duties on a par with other governments in the metropolitan area. She said this person interacts with elected officials, State Representatives and so forth. She felt

because of the visibility of this particular position and her being a division director that without an assistant in her home department to run the day to day operation of the department, she felt this person needed the title to go with the responsibilities. She said by going to the A.R.C. as an assistant director there would be more clout and more responsibility associated with this.

Chairman Dunn said he would like to refer back to the manpower study that was done approximately a year and a half ago for the county. He said there had been a recommendation to reduce the county manager stand of control down to a reasonable number. He said it was determined at that time that Mrs. Venice would be the Planning Director for the county and there would be no need to have another one.

Mrs. Venice remarked that this was not a new position but a reclassification. She said the position needed to be changed. She said if this person left tomorrow and she had to hire someone new then she would want to hire someone at an assistant director level so that they could take on the responsibility that was required in that position at this time. She said over the years there had been reclassifications that represented changes in work loads and changes in responsibilities. She said this being a very small department one would have greater responsibilities than the same positions would in a forty person department.

Mrs. Venice said she was not asking for additional personnel and Chairman Dunn replied that he was aware of that.

Chairman Dunn said this was a departure from what was the intended reorganization a year and a half ago and that was that there would be no change except in the required people who were moved into positions of least responsibility and got increased compensation. He questioned if the Board would now deviate from that.

Mrs. Venice responded that would be for the Board to decide which position it believed warranted that and which ones did not. She said this was the reason she was here and that was to plead her case. She said she could not speak for other departments.

Commissioner VanLandingham questioned if the Board re-evaluated other departments' needs every year. He felt this was just another part of the process.

Commissioner Wells felt the Board had held the line pretty closely on this after the manpower study was done.

Chairman Dunn said there was one constitutional officer who had promoted some people that were outside the bounds of this and the Board was upset about it. He said now the Board was discussing doing this within its own departments.

Commissioner Wells interjected that this would be just for one.

Chairman Dunn said there were some good points in Mrs. Venice's memorandum. He said in his estimation this employee would be doing the same job and this was just to move him up in the department order.

Mrs. Venice said she would disagree with that.

Chairman Dunn said he regarded this person very highly and Mrs. Venice replied everyone does.

Mrs. Venice said she had given this employee internally a lot more responsibility that the Board was not aware.

Chairman Dunn said the Board had given Mrs. Venice a lot more responsibility and had compensated her for it.

Mrs. Venice remarked that there was a lot more work and as she explained in her memorandum, there was an escalating number of State and regional mandates required of planning in the metropolitan area. She said this had taken on a much larger role and with that comes reports, statistics, and responses.

Chairman Dunn said the question was what extra work would this person have to do to justify the higher pay grade.

Mrs. Venice said this employee was already at the top of the pay scale and with this raise it would not be a major increase.

Mr. Pullium remarked that in terms of the plan, the vision and the organization part of the rationale as he understood it was continuity of operation in terms of when Mrs. Venice might be at a meeting and out of the office.

Mrs. Venice remarked that she was not in the office nearly as much as she used to be because of the added duties.

Chairman Dunn said his concern was the principle of this issue. He felt this would affect other departments as well.

Mrs. Venice felt it would be in the Board's purview to review this type of request on an individual basis.

Commissioner Wells asked how many more tasks would this individual have to do than currently.

Mrs. Venice replied that it was difficult to say that the employee would have a certain number of additional tasks. She said she could have helped with the projects coming in during prior days but now with her added responsibility she could not. She said she does give the final approval before a plan leaves her office but the rest of the documentation and preparation was entirely up to this particular employee.

Commissioner Wells said she had a problem with this. She said the Board was not letting anyone else do this type of thing.

Commissioner Pfeifer questioned what staff was recommending and Chairman Dunn replied that staff was recommending this request.

Commissioner Pfeifer said he would like to hear from the County Administrator on this request.

Mr. Cofty replied he had spoken to each Commissioner on this matter and also sent out a memorandum approximately three months ago and a conscious decision was made to wait until the budget discussions to implement this. He said Mrs. Venice had presented to him the scope and nature of this job and this employee's job description clearly changed. He said this was the reason he had made the decision to support this request.

Commissioner VanLandingham said he had also made a decision to support this and his decision was on the basis of added responsibility. He said he did not like the words "topped out" being used as part of the discussion to justify an upgrade for this employee. He said there were several hundred million people in the United States who were also "topped out" on the pay scale. He said he had a problem with doing this just to give the person a raise.

Mrs. Venice remarked that this request and discussion was not about this particular person but about job duties.

Chairman Dunn said Mrs. Venice had been given additional job responsibilities as well as additional compensation. He said the Board was told that she would still be doing the same job that she had been doing before. He said the Board was told that Mrs. Venice would be given some additional supervisory responsibilities for some other departments but she would be compensated for that and it would not affect manpower at all.

Mrs. Venice remarked that she was the only division head that did not have an assistant director help at the time these department heads were elevated to the divisions. She said

she had to assume not only the division responsibilities but more of her entire department responsibilities that all of the other division heads had assistants to help. She said a lot of times her division responsibilities had required her unfairly to apply this burden on a senior planner.

Commissioner Wells said Mrs. Venice had made a very important point and that was that she was the only department head who did not have an assistant. She said this was a very important point. She said with the elevation to division director there was more work that needed to be done.

Mrs. Venice stated that there needed to be someone in the home office who can make the decisions, speak to the public, make the presentations and interact on a level commensurate with that.

On motion made by Commissioner Wells, seconded by Commissioner VanLandingham to adopt this budget as presented. The motion carried 5-0.

Chairman Dunn clarified that this would promote the Senior Planner to the Assistant Planning Director.

### **TAX COMMISSIONER**

Tax Commissioner George Wingo remarked that last year he had taken a \$12,500 cut and that was after including an increase for personnel.

Mr. Wingo commented on the issue with F.I.C.A. He said since 1982 the State Revenue Department had reimbursed the county for the employers F.I.C.A. for his department because his department was a deputy function under the State Revenue Commission. He said his department completes the paperwork asking for the refund, send it in and then the State Revenue Commission sends the check in. He said the F.I.C.A. had never been a budget item. He said he had discussed this with Mark Pullium in January about a year ago.

He said the State paid six months and then did not send a check for the last six months for the year ending 2002. He said they had talked about making this a line item in last year's budget but Mr. Pullium decided that it was not necessary at that point. He said the State had told them that they would reimburse the county for 75% and they in fact did send a check around June, 2003 which he recalled was in the amount of \$35,000.

Mr. Pullium remarked that in fiscal year 2003 the county received \$25,930. He said he received it on April 24<sup>th</sup>, 2003. He said the county had paid out on \$42,665.

Chairman Dunn asked what the problem was with the F.I.C.A. bills.

Mr. Wingo said they were not paying 100%. He said the problem was that this should be budgeted and the amount recovered from the State should be credited to the general fund and not charged against the Tax Commissioner's budget.

Chairman Dunn clarified that this past year the county paid \$42,665 and was reimbursed \$25,930 leaving the county with a net loss of \$17,000.

Mr. Pullium said he had actually paid the difference out of the county's general fund.

Chairman Dunn said this was a State bill and was like another unfunded mandate.

Mr. Wingo replied that it was not like that at all. He said this was a voluntary reimbursement and they did not have any obligation to pay the F.I.C.A. for the county. He said the State had told him that it would be less this year and be somewhere around 75%.

Chairman Dunn said the State reimburses the county partially every year and the money should come back to the general fund because that was where the payment of F.I.C.A. came from. He said he did not understand the problem.

Mr. Pullium said he did not think there was really a problem. He said the bottom line was that this was a legal obligation and the county was required by the Internal Revenue Code to pay the F.I.C.A. He said the county was also obligated to budget the money.

Mr. Wingo said it never had been built in and now that was necessary and this was what Mr. Pullium had done.

Commissioner Wells clarified that Mr. Wingo felt this was being charged against him and being put in as a line item as \$46,000. She said Mr. Wingo felt like he was being penalized for that. She said she did not feel like this was an issue.

Mr. Wingo said it did not make sense to budget something that there was no guarantee of and this had no guarantee.

Commissioner Frady said there was no guarantee for anything.

Commissioner Wells remarked that this had to be budgeted according to GASB. She suggested Mr. Wingo proceed with the line items that he would like to discuss.

Mr. Wingo remarked on legal services. He said he was requesting \$16,000. He said his department did a lot of title searches and used Attorney McNally and other attorneys as well.

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Commissioner Wells stated that Mr. Wingo had spent \$13,497 had been spent so far this year. She said this item was listed on page 53 under legal services.

Mr. Pullium remarked that staff had not changed what Mr. Wingo had requested. He said originally Mr. Wingo had requested \$9,000 and this was a revision to his request.

Commissioner Wells said if the Board approved \$14,000 that should be enough.

Mr. Pullium remarked that the three year average was \$13,793.

Chairman Dunn asked if it should be brought up to \$14,000.

Mr. Wingo interjected that he had written down \$16,000.

Commissioner Wells remarked that on Mr. Wingo's revised request it stated \$14,000. She asked Mr. Wingo if he would agree on \$14,000.

Mr. Wingo replied he guessed so but he did not like starting the budget year with less money that he thought he needed.

Commissioner Wells said the \$14,000 would give him about \$700 more than the three year average.

Mr. Wingo said this year did not have anything to do with it. He said this year was gone and this would be the budget for next year.

Commissioner Wells said these figures provide a historical reference as to what should be planned for.

Commissioner Frady interjected that the Board uses three year averaging.

Commissioner Wells questioned the line item for software maintenance/data processing.

Mr. Wingo said that amount could remain the same.

Chairman Dunn remarked that originally Mr. Wingo had requested \$22,000 and now it appeared he was asking for \$20,500.

Commissioner Wells clarified that Mr. Wingo had spent \$16,000 so far this year and it was determined that the annual contract license was going to go up \$2,500.

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Mr. Wingo said he had been paying \$14,500 and it was going to be \$17,500. He said he had a separate package that was a \$1,000 per year. He said he was told that he would have to build in for mandatory change upgrades for both hardware and software that Information Systems estimated in the amount of \$6,000. He said he was not sure exactly what this would be yet and neither did Information Systems. He said Russell Prince was supposed to be doing an inventory of the hardware to determine what was needed.

Mr. Pullium remarked that based on the information that Mr. Wingo had previously provided the other day it was \$20,500.

Chairman Dunn remarked that Mr. Wingo was actually asking for \$3,000 more than he had previously requested. He said Mr. Wingo had previously requested \$144,500 and now he was requesting \$147,500.

Mr. Pullium remarked that staff would support the request for \$20,500 for the software since the equipment would have to be modified to meet the State's requirements.

Commissioner Frady asked if the Board was going to approve the \$20,500 and Commissioner Wells responded yes.

Mr. Wingo commented on the postage machine. He said he had some money left on the postage machine but some of it was the Tax Assessor's Office. He said he had approximately \$30,000 on it but noted that he would be mailing out tax bills in two months.

Commissioner Wells remarked that would go into the 2005 budget. She clarified that Mr. Wingo had approximately \$30,000 left over. She asked how much of that would be spent this month and Mr. Wingo replied not that much between now and the end of the month.

Mr. Wingo said his department did not really spend that much until the tax bills were sent out.

Commissioner Wells asked Mr. Wingo if he would agree to \$58,000 and Mr. Wingo replied yes.

Chairman Dunn asked Mr. Pullium if this budget was supposed to be \$138,500 and Mr. Pullium yes that was correct.

Commissioner VanLandingham questioned the first item on page 56 account number 531701 for uniforms and I.D. badges. He said he thought the I.D. badges were provided by the Human Resources Department.



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Chairman Dunn asked if some of the employees in the Tax Commissioner's Office had State I.D. badges and Mr. Wingo replied no.

Mr. Wingo said the only badges that his employees had were the badges provided by Human Resources.

Commissioner Wells asked if there was a historical spending on this item and Mr. Pullium replied yes.

Commissioner VanLandingham questioned the uniforms.

Mr. Wingo replied that this was for the employee's county t-shirts.

Chairman Dunn remarked that in 2003 the Tax Commissioner spent \$488 and \$1,500 was budgeted.

Commissioner Wells felt \$700 would not be a problem. She noted that was the amount recommended.

Commissioner VanLandingham said he had never seen any uniforms in the Tax Commissioner's Office and this was the reason that he questioned it.

Mr. Wingo noted that these were not uniforms but t-shirts with the Fayette County logo on them.

On motion made by Commissioner Wells, seconded by Commissioner VanLandingham to approve the Tax Commissioner's budget with the revised request as indicated with the exception of postage which would remain the same, discussion followed.

Chairman Dunn said all that was being done was that postage was going to remain at \$58,000 since there was money remaining in that account.

Commissioner Wells noted that everything else in the revised request column was being accepted. She said the data processing item was not approved.

Mr. Wingo clarified that his budget would come to \$135,000 and this was \$23,000 over what Mr. Pullium had recommended.

The motion carried 5-0.

### **EMERGENCY SERVICES**

Chief Jack Krakeel, Allen McCullough and Tom Bartlett appeared on behalf of this budget.

Commissioner Wells said the discussion could begin with Emergency Management.

Commissioner Wells said she had a problem with the request for a new Emergency Management Program Assistant. She said a great deal of the duties listed were already being done. She said this position had been described for a temporary person. She said among other things, this person would coordinate multi-jurisdictional response activities during significant events. She said she had problems with taking a temporary person and adding them to a coordination of multi-jurisdictional response activity when that person might go away. She felt this would cause a breakdown in communication levels. She said this would also be funded by a temporary grant which pays for the salary for the first year and a half. She said she had reviewed the ancillary expenses that are associated with this and just the known expenses would be over \$10,000 for one year. She said the cost of another car was not known or the additional benefits. She said she was very much opposed to something like this and felt this would be adding another layer and she felt this would just be adding an assistant for Pete Nelms. She pointed out that this would be paid for by a temporary grant but if this was approved it could in the future become another new position.

Chief Krakeel said his intent in submitting this proposal was not to request a temporary position. He said the request was to fund an assistant emergency management position. He said that function had not had any staff increase in twenty years. He said the function of the emergency management coordinator's position was created in 1994 through the elimination of the assistant chief's position in the department. He said this was how they had ended up with an emergency management coordinator. He said their efforts to try and provide funding in assisting the funding of this position they had found a grant in the amount of \$50,000 to institute what is known as community emergency response teams. He said this was one of the Federal initiatives that had been outlined as part of the office of domestic preparedness strategy for Homeland Security. He said it was never his intent to request this position as a part time grant funded position. He said it was their intent to request this position as a full time position and find grant money to help offset the cost of this position during the first year to two years of implementation. He said that was what it was designed to do.

Commissioner Wells said the request stated it was for an advertised position for temporary grant funded for eighteen months.

Chief Krakeel remarked those were the Finance Department's comments to his request.

Chairman Dunn clarified that the grant would provide Chief Krakeel with the opportunity to make a citizens emergency response team program and Chief Krakeel responded yes that was correct.

Chairman Dunn asked what this would cost the county in terms of manpower once this was implemented. He asked if there would need to be someone to run the program from now on.

Commissioner Wells replied yes.

Chief Krakeel said it was his intent that this would be a function of the new position. He said the principle behind the new position was to assist in all of the requirements that this department was having to comply with on an annual basis currently to meet the emergency management requirements that have been outlined for this organization. He said these have escalated substantially in the last three years.

Commissioner Wells clarified that the Emergency Services Department was doing everything currently except for this certain program.

Chief Krakeel said this certain program was not being done currently but they were doing all of these things and others with just one person and they were reaching maximum threshold capability in terms of doing an effective job with the emergency management program.

Commissioner Wells felt this would be a great place to use someone that Chief Krakeel was recruiting as volunteers and people of that nature.

Chief Krakeel replied that he actually had a volunteer assistant in the emergency management program already. He commented this individual was a pilot for Northwestern Airlines. He said he understood the Board's position. He said he could only bring the Board the facts regarding the Board's needs. He said they were required this year in addition to all of their other duties to do a hazard mitigation plan for the entire county including all of the municipalities. He said they were getting \$20,000 from the State to do this. He said he did not have the staff to do it. He said \$20,000 would not go anywhere near hiring a consultant to develop that plan. He said this was a mandated requirement that this be completed.

Commissioner Wells said Pete Nelms had been working on that to a lesser extent. She said he had a list of everywhere there were hazard materials.

Chief Krakeel interjected that this was a different issue.

Commissioner Wells said she had seen that list and she was sure that Pete Nelms was going to keep it updated. She said she had seen the list approximately four or five years ago.

Chief Krakeel said it was one of the requirements that a data base be maintained of all of these facilities. He said this particular hazard mitigation plan was a very, very comprehensive plan and goes well beyond the hazardous materials inventory that exists in this community. He said this was an all hazards risk mitigation plan that must be developed to stay in compliance. He said they would continue to do the best that they could to meet the requirements. He said he wanted the Board to understand that there had been no staff added to this position for the last twenty years. He said this department's responsibilities continued to grow with respect to emergency management activities. He said he was trying to provide Pete Nelms with some assistance in meeting all of these obligations and requirements and then to try and find some funding to help offset the cost to Fayette County government.

Commissioner Wells felt this was just creating a supervisory structure where everybody had to have an assistant and not just in this department but in other departments as well. She said Pete did a great job but she felt this department had some room as far as staff and volunteers and people of that nature. She said she had a problem with this and that was because it was being dressed up under national preparedness where programs were being started that were feel good programs and look good programs that were going to haunt us as far as funding, people and resources for years and years afterwards.

Chief Krakeel said he wanted it to be understood that there were going to be programs and requirements placed on this organization that they would have difficulty meeting to maintain the compliance with Federal mandates on eligibility for disaster funding. He said the hazard mitigation plan was one of those requirements.

Chairman Dunn said the community cert program was not mandated at all and Chief Krakeel agreed. He said once it was put into place then somebody would have to work it.

Chief Krakeel said they saw this as an opportunity to utilize the Federal grant to help offset the cost of this position request. He said that was the fundamental basis for going into this program.

Commissioner Wells said that was very creative but in the long run this would cost the county more money than what benefits might be received from it.

Chairman Dunn said if the county accepted this grant money then it would have to continue the position and the program and Chief Krakeel agreed.

Chief Krakeel said there would be future funding available for that program. He said all he could do was to bring the Board the facts. He said the Board expects a high degree of professionalism from the organization in meeting required standards that had been placed before them. He said when they reach a threshold capacity in meeting those requirements

he felt it was his obligation to bring those justifications and requests to the Board for consideration. He said it was the Board's decision whether or not to fund those positions.

Commissioner Frady asked if there were any figures as to what this would cost in the future.

Chief Krakeel replied that it was an employee cost.

Chairman Dunn asked for the salary and Chief Krakeel replied that they had anticipated a starting salary of \$41,000 and with benefits it would probably be \$60,000.

Commissioner Wells commented on the ancillary costs. She said reconfiguration was going to be \$5,000, new office equipment would be \$2,000, a car, training would be \$1,100, uniform would be \$500, and PR operations would be \$1,500. She said these totaled about \$10,000 by themselves and this did not include salary or benefits.

Chief Krakeel said it would cost \$70,000 for the first eighteen months

Chairman Dunn asked if this person would also need a car and Commissioner Wells replied yes that a car was requested for this person.

Commissioner Wells said she found it interesting even though she had not found a direct request for this but on page 277 there was a request for funding for tires for vehicles assigned to EMA.

Chief Krakeel said that would also apply to Pete's car and the entire EMA program.

Commissioner Wells said it was hard to differentiate between the items needed for the EMA and the new EMA. She noted that the items requested for the new EMA were listed throughout this budget.

Chief Krakeel said this was the only way that they had to do this in line item accounts.

Commissioner Wells felt there were ways to utilize this without having to hire another person.

Chief Krakeel said in all due respect he could not take on another program and saddle this individual or other existing staff with an additional program without significant effect on the existing programs. He said there was a threshold level that they reach and this individual had been maximized.

Chairman Dunn interjected that this was not a required program and Chief Krakeel said that was correct.

Commissioner Wells questioned why another program that would be a “feel good” program should be added and the county incur \$75,000.

Chief Krakeel said it was not his intent to add a “feel good” program. He said it was his intent to try and prevent some cost effective approaches to institute an additional position.

Commissioner Wells said she would not be able to support this.

Chief Krakeel said the sole intent was to provide additional staff to the emergency management responsibilities in Fayette County. He said those responsibilities had substantially increased over the last ten years. He stated that there had not been a position allocated to the emergency management function in ten years. When the emergency management coordinator’s position was created it was done at the elimination of the assistant chief’s position.

Commissioner Frady asked if Homeland Security was funding this.

Chief Krakeel replied that currently the emergency management program received \$23,000 annually from the Federal government for emergency management functions. He said they had received a check a week and a half ago for this current year’s Federal allocation to emergency management. He said this was what the Federal government pays Fayette County for emergency management. He said his department was required annually to do all of these items that had been identified in this budget. He said all of the items that were listed were responsibilities of this department that would be here today, next week, and next year irrespective of what was done here and those responsibilities continued to grow.

Chairman Dunn remarked that as far as this position was concerned, he disagreed that this person would be removed after the eighteen months was over. He said he would rather not have this function nor the person at all than to start something and then eighteen months later discontinue it. He said he was not in favor of it either.

### **EMERGENCY SERVICES ADMINISTRATION**

Chief Krakeel commented on the legal services category.

Chairman Dunn clarified that staff had recommended \$2,500 for Fire and the EMS legal services were cut down. He said this would give them a total of \$4,300 and their current actual right now was \$5,700.

Chief Krakeel said there was no way to predict what the legal services would be during any given year. He said this was all predicated on how many requests come into the organization for trip reports, attorneys' requests and so forth.

Chairman Dunn pointed out that Chief Krakeel was asking for half of what he had spent this year and Chief Krakeel agreed and remarked that this related to Fire.

Mr. Pullium said there was a historical average for the legal area in EMS.

Chairman Dunn clarified that Chief Krakeel had spent over \$10,000 this year between the two and staff was recommending \$4,400.

Commissioner VanLandingham asked where the money that he had over spent would come from.

Mr. Pullium said he had a three year average in the EMS area in the amount of \$2,800 and this would be his recommendation.

Chairman Dunn asked what amount had been requested.

Mr. Pullium replied that they had asked for \$3,500. He said staff had originally recommended \$1,800.

Chairman Dunn asked if Mr. Pullium was recommending putting \$1,200 more into EMS and making this \$3,000 and Mr. Pullium replied yes.

Chairman Dunn clarified that staff would be recommending \$5,500 total for Chief Krakeel's legal expenses.

Commissioner VanLandingham confirmed that account number 521213 was \$3,000.

Chairman Dunn clarified that this would give Chief Krakeel \$500 less than what he had asked for and Mr. Pullium replied yes.

Chief Krakeel asked Mr. Pullium if account number 521216 for medical services had been adjusted. He said they had requested \$1,500 and this was for the health and wellness initiative.

Commissioner Wells clarified that this was the program that was supposed to be started this year. She asked if it had been started yet and Chief Krakeel replied no.

Chief Krakeel said this was scheduled to be heard on May 27<sup>th</sup> and was sent for further legal review.

Mr. Pullium said the question in this would be the cost of the medical exams and the number of personnel. He said this information was included in the notes.

Commissioner Wells said she had a question about this issue. She said the exact same request was in fire operations. She said she did not understand how this was a 50/50 split when \$13,250 was requested on the other one and here \$11,500 was being requested. She said this was for blood work, EKG, respiratory assessment and so forth.

Chief Krakeel said the reason there was a higher figure in the Fire budget was because new hires would go through the same physical. He said generally there was a higher proportion number of firefighters in the Fire budget than in the emergency services personnel in the EMS budget.

Chairman Dunn asked if funding for this program in both of these categories could be handled now and if this program was not implemented it could be withdrawn. He said he could not speak for the Board but he felt these employees should go through this additional testing.

Commissioner Wells said she would like to know how many people this involved and the cost per exam. She said the explanation was two in and two out. She asked if the two in and two out was currently being done.

Chief Krakeel said there were two men assigned to the two in and two out rule.

Commissioner Wells asked Mr. Pullium if he had the justification for the cost per employee.

Mr. Pullium responded no that he did not have that information.

Commissioner Wells asked if anyone knew the cost per employee.

Chief Krakeel replied the cost was \$175 to \$200 per employee. He said there were 111.

Chairman Dunn felt this should reduce the cost of the annual physical under the county's normal health plan since these employees would be getting that physical for this program.

Commissioner Wells said this was a separate physical.

Mr. Pullium interjected that these employees would still be allowed to go to their physicians for their annual physical. He felt this might be making a specific exemption.



Commissioner Wells said if there were 111 employees at \$175 per each exam then it would cost \$19,425 and yet \$24,750 was being requested.

Chief Krakeel responded that the cost was going to be between \$175 and \$200 and then there were the reserve numbers. He said it would be very tight and very close to meeting that figure.

Deputy Chief Allen McCullough interjected that it would only be the structural firefighters who would need to wear the apparatus.

Chairman Dunn asked if there was a problem with the Board authorizing this now if the program was not voted in the money could be taken out of the budget.

Chief Krakeel questioned the category for EMS operations license professional fees. He said \$11,000 had been requested and \$3,000 was recommended. He said this was based on recent spending data. He said this was for EMS

Chairman Dunn questioned the Fire budget and Chief Krakeel said that was a separate budget altogether.

Chairman Dunn noted that there were two separate sections for licensing professional fees.

Commissioner Wells said this item was found on page 258 under Emergency Services Operations.

Chairman Dunn pointed out that there were four places under this number.

Chief Krakeel said his department's responsibility under a budget perspective were to allocate costs to the program area.

Chairman Dunn said it was hard for the Board to review these and be consistent throughout the departments. He felt the recommendations were probably similar in all of these and Chief Krakeel replied yes but they were not the same level of funding.

Chairman Dunn asked which item was going to be discussed next and Commissioner Wells replied that it was on page 258.

Chief Krakeel said this was for license operations fees. He said the request was for \$11,000 and the recommended budget was \$3,000. He said the available budget on this was \$4,897. He said they anticipated that by the end of the year that this would be reduced to within \$1,500.

Commissioner Wells asked what Chief Krakeel meant by reduced.

Chief Krakeel replied that he had additional expenditures that would be forthcoming and would be deducted from the available balance of \$4,897. He said he anticipated finishing the year with approximately \$1,500 left in that budget category.

Assistant Chief McCullough remarked that this generally went toward was the mandatory certifications for the EMT's and paramedics and all of their sub-specialties. He said one of the reasons that they were holding on to so much money was because most of these were not due until the fourth quarter of the year. He said the EMT State national registry had not been due until March and the State certification was not due until June . He said this was the reason this category looked large going into the budget review early on.

Commissioner Wells suggested that this category be taken back up to \$11,000.

Chief Krakeel said the next category he would like to discuss was EMS training. He said this was account number 542165 and related to non-motorized equipment.

Assistant Chief McCullough remarked that this was equipment that would be used for medical items such as \$500 to purchase more CPR manikins. He said they did not have enough equipment for this type of training.

Commissioner Wells asked how many of these manikins did they currently have,.

Assistant Chief McCullough replied that they did not have the femoral access simulator. He said that was a new procedure that the master paramedics were being trained on. He said that was definitely necessary since they did not have any of those. He commented on the I.V. access trainers. He said they had six of these and three of them were in good shape. He stated the other three units would need significant repairs or get new ones. He commented that these cost about as much to repair as the cost of a new unit.

Commissioner Wells asked how many BCLS manikins there were.

Assistant Chief McCullough responded they had approximately ten and they would like to get five more. He said as they were doing the county training they were trying to make sure that everybody had their own manikin because this would make the training go a lot faster. He said if people had to share manikins it added more to the training time. He said they had been borrowing manikins from other people in order to meet their training needs.

Commissioner Wells questioned the critical airway simulators.

Assistant Chief McCullough replied that too would be a new device that the paramedics would be trained on.

Commissioner Wells said she felt the femoral access simulator and the critical airway simulator were definitely critical.

Chairman Dunn said the comment from staff was that they could use existing equipment. He remarked that there were two new categories.

It was the consensus of the Board to purchase these two pieces of equipment.

Commissioner Wells clarified that the femoral access simulator was \$475 and the critical airway simulator was \$1,150.

Commissioner Wells questioned the new programs category of the Emergency Services Operations and referred to the request for three captain promotions, three lieutenant promotions and three firefighters/EMT's. She said they were requesting the replacement of three firefighters. She asked if this would be three new positions.

Chief Krakeel responded that when the promotion of a shift commander was created that would create the need for three replacement firefighters.

Commissioner Wells called attention to the Fire operations budget where a new program of three firefighters and EMT's were being requested. She asked if this was the exact same request as seen in Emergency Services' budget.

Chief Krakeel replied no. He said this was a total of six.

Commissioner Wells said she had a problem with that. She said there was a manpower squad of 21 people.

Chief Krakeel remarked that the manpower squad was made up of 15 people.

Commissioner VanLandingham asked what budget this was in and Commissioner Wells replied that it was in the Emergency Services Operation budget.

Commissioner Wells asked if the manpower squad for 15 people had been funded and Chief Krakeel replied yes.

Chief Krakeel said there were five men per shift assigned to the manpower squad.

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Commissioner Wells clarified that these 15 people had been funded and they were supposed to be taking up along with the volunteers a huge amount of the county's needs.

Chief Krakeel said this was supposed to be a secondary function and not a primary function of their job. He said in addition to these individuals being needed during an emergency they would be utilized as a buffer to prevent significant fluctuations in overtime which were experienced in 1999 and 2000.

Commissioner Wells pointed out in the process of promoting people this would create battalion commanders. She said she had a problem in promoting and creating a hierarchy of supervisory staff. She said as a result this would cost the county more money and also limits their job performance. She said these individuals would be doing more supervisory functions rather than hands on. She stated that three new people would have to be hired because people were being promoted. She said she had a problem with this. She said salaries would be increased on six people and then hiring three people here and three over in the fire budget. She said this comes to promoting six individuals and hiring six more individuals.

Chief Krakeel clarified that this would be promoting three captains without any salary increase to those positions.

Commissioner Wells said that would just apply this year.

Chief Krakeel replied no, that there were no salary increases attached to these positions. He said there was no field supervision. He said when there was a significant call one of them present today would have to respond to that call and provide the on scene supervision and command and control that was required to handle a major incident whether it be a structure fire, cardiac arrest, a trapped victim in an automobile or the rescue of a person trapped under a tractor in a lake.

Commissioner Wells said that was the reason he was paid the big bucks.

Chairman Dunn asked if anything was wrong with one of the three responding to an incident. He clarified that there were three of them.

Chief Krakeel remarked that there comes a point in time when a realization must be made that the number of calls that they were beginning to experience was high. He noted that there was going to be close to 5,700 calls this year. He said these calls do not all occur between 8:00 a.m. and 5:00 p.m. He said this went beyond just the call. He said it goes to the integration of training on the shift and the personnel issues.

Commissioner Wells commented that there was somebody who was paid to do the training.

Chief Krakeel replied yes that was correct and noted that there was a training officer.

Deputy Chief McCullough interjected that these promotions were lateral transfers.

Tom Bartlett remarked that there would be three new captains to replace the current three captains who would be promoted to shift commanders.

Commissioner Wells remarked that there would be a financial impact.

Chief Krakeel agreed and confirmed that there would be financial impact. He noted that there was not a separate salary structure created for the captains as battallion commanders. He said there would definitely be a financial impact. He said there would be the trickle down effect all the way through.

Commissioner Frady asked for the total figure that this would add up to.

Chief Krakeel replied the total would be \$125,632 for the positions. He said there were also some benefit costs.

Commissioner Wells said there would also be new uniform costs for the new people plus training costs.

Chairman Dunn said this would just be creating three new captains.

Commissioner Wells remarked that during next year's budget the promotions to battallion commanders would have to be delineated from the captain positions and there would be an increase.

Chief Krakeel said that was not their intent. He said their intent was to get field supervision that was desperately needed and have it on a system wide basis throughout every shift.

Deputy Chief McCullough remarked that approximately one third of their work force had less than three years of experience now and they were concerned about getting stability with how fire and EMS was managed. He said for twenty years he and Tom Bartlett had been going on calls both day and night and weekends. He said they did not begrudge doing that and in fact enjoyed it but they could not go on every call. He said with multiple calls it was hard when the three of them were in different directions. He said at some point the fact would have to be accepted that there was going to have to be consistent field

supervision. He said it was ultimately his concern that they would lose some of their quality without the degree of supervision that was necessary.

Commissioner Wells asked why the current captains do this on a rotating basis. She asked why three new captains were needed for this specifically.

Deputy Chief McCullough replied that the captains currently were assigned for tasks.

Deputy Chief Bartlett remarked that this would delete the on duty available staffing.

Commissioner Wells pointed out that this was the reason for the manpower squad.

Chief Krakeel said he would like to provide the Board with some statistics that he felt were relevant to this entire discussion.

Chairman Dunn asked Chief Krakeel if he had gone through this in detail with the staff and Chief Krakeel replied no.

Chairman Dunn asked why it was being left up to the Board to get the details.

Commissioner Frady asked if the captains' salaries were capped out and Chief Krakeel replied yes pretty much.

Chief Krakeel presented the Board with the actuals for this past year which would reflect what the department was confronting on a daily basis. He said on average there were 3.81 people off taking annual leave, 1.34 on kelly days, 1.32 on sick leave, and 2.11 on vacancies. He said this left the department with an on duty strength on average of 28.44 people. He said this left 1.39 positions for the squad.

Commissioner Wells said she was in no way going to denigrate Chief Krakeel or his statistics. She remarked that this was the ninth or tenth year that she had been doing this and she had seen these same statistics every single year regardless of how many people were added there was always this type of a shortfall. She said these were the same statistics in every single budget year. She said it did not seem like anything that the Board did would get this department caught up.

Chief Krakeel said he could only present the Board with the factual information. He said there were acruar rates that increased on an annual basis and employees in respect to their vacation leave. He said they had taken every step in the department that he could think of to minimize the impact of those issues. He said they mandated and required their employees to take their vacation time throughout the entire year. He said this department was required by law to reduce the work hours. He said this was what the kelly days

reflected in order to be in compliance with the Fair Labor Standards Act or face paying 24 hours of overtime. He said this department only had so much control over sick and injury leave and those kinds of things. He said his average turnover rate in regard to vacancies historically had been 5% to 7%. He said this number represented six vacancies this year.

Commissioner Wells questioned the six vacancies that were not currently filled.

Chief Krakeel replied that they had vacancies that were being filled when positions come open but there was a transition time for training and certifications.

Chairman Dunn remarked that there was a transition period but when it was all added up it probably totaled one person.

Chief Krakeel said when all of this was added up it came to 2.11 people for the year.

Commissioner Wells remarked that every single time this department was always behind. She said a lot of money had been budgeted for this but it did not ever seem like it was making any headway. She said she thought the manpower squad was going to help and the reserve unit was going to help. She said the Board had put a lot of money into this but it just did not seem like any headway was being made.

Chief Krakeel said the reason for this was minimum staffing. He said communities of this size typically run three or four people on an engine and can absorb these kinds of issues. He said they did not have that luxury. He said they were running two people per fire truck and two people on an ambulance. He said the manpower squad had done exactly what it was intended to do in the last four years.

Commissioner Wells asked about the reservists.

Chief Krakeel said there had been 178 people through the reserve program in the last ten years who had come and gone. He said it was very difficult to bring people in on a voluntary role. He said people tell him that the only reason they volunteer was to get training and then go somewhere else. He said they had hired 12 people out of 171 in the reserve program in the last ten years. He said it was very difficult to bring people in on a volunteer role.

Assistant Chief McCullough interjected that they had only hired 12 people out of 171 over the last ten years.

Chief Krakeel said they currently had 25 or 26 people.

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Commissioner Wells said her question was how many people could the Board keep adding year after year and not come out any better than this. She said she was looking for feedback as well.

Chief Krakeel said if the Board wanted to add thirty positions to the department, then they would not have to come back to the Board for positions year after year unless a new facility was opened or a new piece of equipment was added. He said his department was confronted with having to try and manage minimum staffing. He said there were days when they had to have overtime just to meet the minimum staffing. He said minimum staffing was two firefighters on the manpower squad, two firefighters on the engine, two firefighters/paramedics on the ambulance and two on the rescue unit.

Commissioner Wells interjected that manpower was supposed to alleviate that.

Chief Krakeel replied yes it had and he commented on the overtime costs for the last four years. He said even if two people were added per shift there would be seven days out of the year based on the current year where there would not be sufficient staff for the manpower squad. He said they would be at zero personnel or less. He said there would be 25 shifts where there would be only one person that could be assigned to it and 54 shifts where two people could be assigned to it.

Commissioner Wells asked what would happen to these figures if the Board approved the six new people.

Chief Krakeel presented the figures for the staffing levels if these six positions were approved. He said it would be two employees per shift. He said currently there were 85 shifts and zero personnel assigned for that day. He said those were days that were represented in overtime expenditures. He said by adding one this would improve to 23. He said by adding two this would reduce the number of days to where there would be zero personnel or less assigned to that squad.

Commissioner Wells asked for the cost of adding new personnel versus paying overtime.

Chief Krakeel replied that the average cost of a twenty four hour shift of overtime was approximately \$450.

Commissioner Wells said if overtime was paid without adding personnel the county would come out better in the long run as far as money.

Chief Krakeel replied that he disagreed with that. He said this year the overtime budget for the year was budgeted at \$135,000 and currently they were at \$163,000. He said he would be providing the Board with a memorandum requesting contingency funding for



additional overtime expenditures. He said while this was extremely high was less than their overtime expenditures in 2001 when they were at \$173,000 for the year. He remarked that the manpower squad had done exactly what it was intended to do and that was to prevent these wild fluctuations in overtime expense that the department continued to have.

Chairman Dunn remarked that sooner or later the Board would have to see some improvement. He said there were thousands of acres of land being annexed by the cities and the county just kept increasing fire and police while the cities did not.

Chief Krakeel remarked that his department was required to pay overtime every two weeks by Federal law. He said the kelly day that was previously referred to was simply a day that employees were not allowed to report to work. He said this was the cycle where the employees worked 240 hours in a twenty eight day period. He said they force a kelly day to reduce total compensable hours down to 216 hours. He said anything over 212 hours in a twenty eight day period must be paid at one and a half times the rate of pay per Federal law. He said his base overtime suggested Federally mandated requirements annually was \$132,000 a year whether new positions were added or not. He said the county would still be paying \$132,000 per year in order to meet Federally mandated overtime law. He said this came to four hours per pay period.

Chairman Dunn asked how much had gone beyond the mandatory overtime.

Chief Krakeel responded approximately \$30,000.

Chairman Dunn said that would come to less than one firefighter. He said if a firefighter was hired it would cost more than that.

Commissioner Wells said that was her point earlier.

Chief Krakeel said he fully understood. He said his point with this discussion and what he was trying to present to the Board was that the manpower squad had become nothing more than an alternative to paying overtime. He said it was not functioning as its main and primary function and that was to provide a pool of resources for his department to distribute from a central location to these critical calls. He said this was the original purpose of the squad.

Chairman Dunn asked Chief Krakeel if there had been times when there were not enough people at a critical site.

Chief Krakeel replied yes.

Commissioner Wells said that could be the case regardless. She noted that one Saturday there were two very critical accidents at the same time. She said regardless of the number of manpower there would not be enough help.

Chairman Dunn remarked that at one accident he felt there was an overwhelming response just for one guy carried out on a stretcher.

Commissioner Frady asked Chief Krakeel what the additional positions would do.

Chief Krakeel replied that this would improve the departments capability to have sufficient resources on a daily basis to meet the demands that the department was faced with. He said this would bring them up to 3.39 people per shift that could be assigned to the manpower squad and not the 5 that was originally designed.

Commissioner Frady said he could recall when there was only one person located at each fire station. He said public safety was one of his biggest concerns and he would support it. He said after the Board was finished with discussing this he would like to make a motion to approve it.

Commissioner Wells interjected that the Board was not through discussing this whole segment.

Chairman Dunn said he would like to discuss the promotions for the Deputy Chiefs. He noted that both of these individuals were present. He asked what that was about. He said the county had just done a manpower study and a study of salaries. He said the Board had approved that with Chief Krakeel's blessing and now a year and a half later a different position was being created here for the Deputy Chiefs. He remarked that there would be a promotion involved for both of the Deputy Chiefs. He said these promotions would break the grade in the salary study that was approved. He noted that these individuals were getting raises every year and he questioned why Chief Krakeel wanted to bring them up to another level.

Chief Krakeel replied that historically in this county by policy there would be a 10% separation between rank structures. He said when the salary study was approved that separation was reduced to 3.7% in reality between the field captains and his two deputy chiefs. He said he had written and requested at that time a review of that result and the appeal was denied. He said he felt that these two individuals deserved a 10% separation in pay given their duties and responsibilities.

Chairman Dunn said he was not talking about faces but was talking about spaces. He said he was not discussing individuals. He said the county could not pay any of these three what they were actually worth. He said the bottom line was that the county had done a

salary study that stated the Deputy Chiefs would get a certain amount of money. He said this was just done a year and a half ago. He said the 10% differential was not an absolute. He said that might be what was done years and years ago.

Chief Krakeel interjected and stated that this was in the personnel policy.

Chairman Dunn said this would not have much of an effect now if a new pay chart was put into place a year and a half ago. He said staff had reviewed the region and everybody in the county had gotten a raise.

Commissioner VanLandingham interjected that not everybody had gotten a raise.

Chairman Dunn said almost everybody had gotten a raise.

Mr. Pullium said he felt the point that Chief Krakeel was making was that this was a compression issue at the top.

Chairman Dunn said he understood the compression issue. He said there was a document in place. He said the staff had actually forced this upon the Commissioners to do this study and give everybody a raise.

Chief Krakeel said this was implemented in January, 2002.

Chairman Dunn said a market study was done and the entire region was surveyed. He said these two deputies were included in those jobs and they get COLA's and merit raises every year. He questioned bumping them up on the chart to a non-existing level and remarked that this would bust the pay chart. He said there was another example of that happening in the county but it was beyond the Board's control. He said by promoting these deputies then everybody else would have to move up and then having to stay 10% between everybody would cost the county millions of dollars.

Chief Krakeel said this was the reason he disagreed with the findings of the market study and had requested an appeal. He said the final analysis of these two positions was totally inadequate.

Commissioner Wells interjected that there were a number of people who disagreed with the findings across the board. She said the Board held firm on all of them.

Deputy Chief McCullough remarked that they had not been eligible to get a merit increase for over six years. He said they had been topped out for that period of time. He pointed out that a topped out captain right now could work a shift and actually make more than the deputy chiefs.

Chairman Dunn said he did not know how to solve that and remarked that there was required overtime. He said this starts at the top and then there was a trickle effect.

Commissioner Wells said she had a question on page 263 in the emergency services operations budget in category number 610373 regarding transferred capital. She said she was not in support of this. She said she wanted to make sure that this was not moved to the capital budget and then funded.

Chief Krakeel said they were not recommending this.

Commissioner Wells felt the Board had thoroughly discussed the emergency services operations. She asked if the Board was ready to make a motion on this budget. She said the Board also needed to make a motion on emergency services admin that related to the pay increase for the deputy chiefs. She said the Board also had not made a motion on emergency management.

Chairman Dunn asked Tom Sawyer to recap what the Board had discussed with this budget.

Mr. Sawyer remarked that in the emergency management budget the Board had reduced this by \$52,229. He said the Board had eliminated the emergency management program assistant and all of the new programs affiliated with that.

Commissioner Wells noted that this was under the emergency management budget.

Chairman Dunn said it was the recommendation to eliminate that position.

On motion made by Commissioner Wells, seconded by Commissioner Frady to approve this budget and not institute the emergency management position. The motion carried 5-0.

Commissioner Wells said the next budget was emergency service admin. She said this was where the Board addressed the increase for the salaries for grade increases from 38 to 40. She said the Board had increased the legal services category.

Mr. Sawyer said the Board had also raised the medical to \$11,500 plus \$10,000 for the physicals.

Commissioner Wells said that was not in this budget. She said the only change the Board had made was in legal services.

Mr. Sawyer said this was increasing the \$1,200 to \$3,000.

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Commissioner Wells said the discussion was whether or not the Board was going to increase the grades from 38 to 40.

Chairman Dunn said it was his position on this issue that the Board not start this.

On motion made by Commissioner Wells, seconded by Commissioner Frady to adopt this budget with the changes made on legal services, discussion followed.

Chairman Dunn asked Commissioner Wells if she was approving these positions to be bumped up and Commissioner Wells replied no.

Commissioner Wells said her motion was without the promotions from grade 38 to 40. She said she wanted to leave the grades as is.

The motion carried 5-0.

Commissioner Wells said the next budget was the emergency services operation budget. She said this related to the three new firefighters, lieutenants and captains.

Mr. Sawyer said this was where there was a medical increase of \$10,000.

Commissioner Wells remarked that the license and professional would be increased to \$11,000.

Mr. Sawyer said there was also the question of the new positions. He said this included the three new firefighter/paramedics. He said it also included the promotion of lieutenant to captain.

Chairman Dunn remarked that staff was recommending the three new firefighters/paramedics. He said there was six new positions altogether.

On motion made by Commissioner Frady, seconded by Commissioner VanLandingham to adopt this budget with the two changes and leave the promotions and the new people in it was recommended by staff, discussion followed.

Chairman Dunn noted that this would start a trickle effect.

Commissioner Wells said she would like to make a motion to approve the emergency services operations budget with the two changes with license professional to \$11,000, medical services to \$11,500, and omit the three firefighters and promotions, discussion followed.

Chairman Dunn said he thought Commissioner Wells wanted to leave the three new firefighter positions in.

Commissioner Frady said he had made a motion for the three captains and the three firefighters.

Commissioner Wells said Commissioner Frady had made a motion as to what the staff recommended and that was what the staff recommended. She said she would withdraw her motion.

Commissioner VanLandingham said he would withdraw his motion.

Commissioner Wells asked Commissioner Frady to restate the motion that he had made.

Commissioner Frady said he would like to make a motion to approve the emergency services operation budget as recommended by staff, discussion followed.

Chairman Dunn said staff had not recommended the promotions in EMS from lieutenant to captain.

Commissioner Wells clarified that staff had recommended the promotions.

Chairman Dunn said EMS operations had requested three positions and staff had recommended none.

Commissioner Wells remarked that on the list she had, staff had recommended this.

Chairman Dunn said he was referring to the sheet that Mr. Pullium had briefed the Board with.

Mr. Pullium remarked that staff's recommendation was to fund these positions as requested by the department.

Chairman Dunn asked how the Board could deal with this when one document said one thing and another document said another thing.

Commissioner Wells clarified that staff's recommendation was exactly as the department had requested. She said this would be to hire three new firefighters/EMT's, promote three lieutenants and they were going to promote three captains.

Mr. Cofty said he apologized if there was an error in the budget.

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Commissioner VanLandingham said he would second Commissioner Frady's motion for further discussion.

Chairman Dunn remarked that this had been discussed.

Commissioner VanLandingham said he did not want the three firefighters left out. He said he could do without the promotions. He said he felt the three firefighters were critical. He said he would amend the motion to clear this up.

Commissioner Wells said Commissioner VanLandingham could not amend the motion because he did not make it.

Chairman Dunn clarified that Commissioner VanLandingham was in favor of the three new firefighters but not in favor of the three promotions. He noted that the motion included the promotions.

Commissioner Wells said Commissioner VanLandingham would have to withdraw his second.

Commissioner VanLandingham said he would withdraw his second.

On motion made by Commissioner Wells, seconded by Commissioner VanLandingham to approve this budget with two financial changes and the three firefighters added, discussion followed.

Chairman Dunn said he did not know where the promotions were and Commissioner Wells said her motion was only for the two financial changes regarding legal and medical and the three firefighters.

Commissioner Wells noted that this did not include any promotions for anybody.

Chairman Dunn said the pages in the budget book would have to be changed to withdraw the promotions.

Commissioner Wells said she would amend her motion to include withdrawing all of the ancillary expenses that were associated with the promotions from lieutenants to captains.

The motion carried 4-1 with Commissioner Frady voting in opposition.

**FIRE DEPARTMENT**

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Commissioner Wells said the next budget was fire operations. She asked Chief Krakeel if there was anything critical in this budget.

Chief Krakeel replied that the three positions were absolutely critical.

Commissioner Wells said she had a question on page 47 regarding business machines for category 542530. She noted this would add five additional radios per year to achieve a bank of 25 portable radios. She said she had a problem with this. She said by the time this category was built up it would be obsolete. She asked if everyone who was critical staff in this department had a radio.

Chief Krakeel replied yes, everyone who was critical staff had a radio.

Deputy Chief Bartlett said the radios would be for anyone coming in from outside the county for mutual aid.

Chief Krakeel said they currently had four extra radios. He said if there was a disaster and the Board wanted to communicate with staff, the command center or with other Commissioners this program was designed to handle that. He said if he had to bring all of the Commissioners and all of the municipal officials together in a room to discuss a disaster that has just struck this community, everyone would need to be able to communicate.

Commissioner Wells questioned the obsolescence of the radios.

Chief Krakeel replied that the new radio system was not an obsolete system. He said the county was buying a state of the art system. He said these radios would not be obsolete in five years.

Commissioner Wells noted that the request was to purchase five radios this year.

Commissioner Frady exited the meeting at this time.

Commissioner Pfeifer questioned the expense for the generator.

Deputy Chief Bartlett replied that the generator that was currently in place was a 1986 model. He said with the new technology in the circuitry the boards would not allow recognized power coming in. He said this generator was obsolete.

Chief Krakeel remarked that this generator had come from the old fire station number 7 and was designed for a phase I system and now the county had a phase III system.



Chairman Dunn said the \$30,000 cost for the generator was listed in the capital budget because it was less than \$50,000.

Chief Krakeel noted that items over \$50,000 would have to go in the capital improvements budget.

Commissioner VanLandingham felt the circuitry could be changed to meet the phase III system and a generator would not have to be purchased.

Chief Krakeel said that could not be done with this equipment.

Deputy Chief Bartlett remarked that the transfer switch was a portion of the problem with this generator. He said this generator was also grossly underpowered. He noted that most of the parts were obsolete for this generator.

Chairman Dunn asked if this generator had to be used within the last year.

Deputy Chief Bartlett replied yes. He said this was a used generator to replace the generator that was not repairable. He said this unit has just as many problems as the generator that was not repairable.

Mr. Cofty said he understood the generator was adequate but it would not power everything at the station.

Deputy Chief Bartlett pointed out that this generator would not power the heat. He said at that particular station there were two manufactured home parks close by. He said any time a warning siren goes off then those resident come to this fire station and there would have to be heat.

Chief Krakeel said the generator would only power the doors and the radio.

Commissioner Wells said the unit costs \$30,000 and this was an emergency.

Commissioner Pfeifer said his paperwork stated that this funding would purchase a new unit that would serve for years to come and could also be moved when the station was relocated.

Chief Krakeel pointed out that this station was not scheduled to be replaced in the near future.

Commissioner Wells said she was in favor of funding the new generator.

Chairman Dunn said he felt there had to be emergency power at that station.

On motion made by Commissioner Wells, seconded by Commissioner VanLandingham to adopt the fire operations budget as presented and to include the addition of the new generator to the capital budget, discussion followed.

Chairman Dunn noted that the fire operations budget included three new people.

Commissioner Wells said she would like to amend her motion to also include the femoral access and the training. She said these needed to be added in the EMS budget. The motion carried 4-0. Commissioner Frady was absent for the vote.

Commissioner Frady re-entered the meeting at this time.

On motion made by Commissioner Wells, seconded by Commissioner VanLandingham to adopt the fire prevention budget as presented. The motion carried 5-0.

On motion made by Commissioner Wells, seconded by Commissioner VanLandingham to approve the fire reserve program and fire training budget as presented. The motion carried 5-0.

### **E-911 - COMMUNICATIONS**

Chief Krakeel remarked that if there were any critical issues that Cheryl Rogers needed to be addressed to the Board she would need to do that at this time.

Chairman Dunn asked Cheryl Rogers if she had seen the recommendations made by staff and she replied yes. He asked her if she disagreed with any of those and Ms. Rogers replied yes she did.

Communications Director Cheryl Rogers said the first item was account number 511105. She pointed out that the communications department had 29 full time staff and three part timers currently. She said she was able to get the three part timers because of previous administration approximately five years ago she could not get enough radio operators. She said she had pulled out one full time position and made them part time. She said at that time she had four part time operators. She said she moved it down to three part time operators. She said a couple of years ago the communications board wound up in a quandary because they did not have accurate minutes to a meeting. She said she was not a minutes taker and not a secretary. She said they had made a recommendation to the Commission at that time to use a couple of those part time slots and put a part time secretary in.

Chairman Dunn asked if Ms. Rogers was referring to the 911 advisory board. He noted that this was only an advisory board.

Ms. Rogers said they were empowered to do policy procedure and financial decisions for the center.

Commissioner Wells pointed out that they were an advisory board only.

Ms. Rogers said they were empowered. She said that was neither here nor now. She said they all work very well together. She said this was their recommendation to get a part time secretary. She said she had wholeheartedly agreed with that. She said they had been using the part time secretary at thirty two hours a week just trying to keep up with all of the administrative work that was going on. She said they had recently purchased a \$7.7 million radio system which went from one site to seven sites. She said this required additional work on the part of the Assistant Director and herself which leaves them even less time to do the administrative duties. She said one of the biggest duties that they had was pulling records and records requests. She stated that the Solicitor's Office required a copy of all 911 records every time a domestic situation goes to court. She said in the month of May she had 340 domestic situations. She said they no longer had the time to pull these records. She remarked that she had been using the secretary thirty two hours per week and she was told that she needed to cut this back to twenty nine hours per week because the part time people cannot work more than twenty nine hours per week. She said this person was working twenty nine hours per week and she herself was trying to pick up the slack. She said all she was asking was for eleven more hours. She said the recommendation was not only not to give her a secretary but to cut the secretary back to twenty four hours. She said she could not get the work done that way. She said she truly needed this secretary. She said she had put together some information for the Board that she would like to share about this budget.

Cheryl Rogers remarked that every year for the last five years she had come in and ask for less and less money. She said she was trying to show the Board that she was fiscally responsible. She said she did not ask for things that she did not need.

Commissioner Wells asked if this new position was going to be a full time or a part time position.

Cheryl Rogers replied that it would be full time. She said the secretary was currently part time.

Chairman Dunn said this would be an increase of .5 full time equivalents.

Cheryl Rogers said she would like to make the secretary full time.

Commissioner Wells asked what the secretary's salary was.

Ms. Rogers replied whatever the administrative secretary salary was.

Commissioner Wells said this was saying that it would be an additional \$26,000. She asked if this was another part time.

Ms. Rogers replied no, and stated she would not replace that part time.

Commissioner Wells said if this was multiplied by half too then this puts it up to \$52,000.

Chief Krakeel interjected that the secretary was currently working thirty two hours so this would be an increase of 25% over current expenditures.

Ms. Rogers said the twenty five was what she was told to put in by Personnel. She said she was assuming that was what her salary would be if she got the full time position.

Chairman Dunn clarified that Ms. Rogers had three part time people.

Ms. Rogers responded that she had a part time secretary and two part time operators.

Chairman Dunn clarified that Ms. Rogers wanted to keep the two part time operators and make the secretary full time.

Ms. Rogers replied yes that was correct.

Chairman Dunn asked why this could not be done. He said he was not sure if he understood the note here. He said it was something about utilizing one FTE to fund three part time positions. He said they could not be working very much.

Commissioner Wells commented there was \$20,000 requested for overtime. She asked Ms. Rogers if the Board approved this would the overtime change.

Ms. Rogers replied no and stated that a secretary did not work a radio position.

Commissioner Wells asked why overtime was budgeted on a regular basis.

Ms. Rogers responded that they had never been up to full staff before but they were now.

Ms. Rogers clarified again that they were up to full staff now.

Chairman Dunn asked if overtime would decline if no one left and Ms. Rogers replied yes if nobody leaves.

Mr. Pullium interjected and said he had read the note and the recommendation. He said in terms of this particular situation it was his understanding that one full time equivalent which would have been one dispatcher was then divided up among three part time positions. He said the staff noted that based on the information that they had which was an e-mail from 1999 it appeared that somebody authorized at that point in juncture sixteen hours for this. He said that was based on an internal e-mail to try and alleviate the need from an administrative standpoint. He said they were told to use sixteen hours and that had actually been utilized in excess of that and approximately thirty hours.

Commissioner Wells clarified that basically there was no good reason why this was not being recommended.

Chairman Dunn asked how three part time people into one FTE.

Chris Cofty responded that full time equivalent was forty hours per week and Chairman Dunn agreed.

Chairman Dunn said these people must be working thirteen hours a piece. He said this was impossible.

Commissioner Wells said this had started back in 1999.

Mr. Cofty said his recommendation was if the Board would consider it would be for this department to use TANIF workers. He said these workers were being utilized throughout the county now. He said there would be no cost to the taxpayers and they could do a lot of this filing. He said currently these workers were being used in finance, human resources and other departments to do this.

Mr. Rogers said these workers would really have to be put through a very rigorous background check. She said this particular employee had already undergone that and was very familiar with Munis and everything else that they do.

Commissioner Wells said that confidentiality and sensitivity of this area would be her main concern. She felt there would need someone with more continuity.

Ms. Rogers said she would like someone with a little more maturity.

Mr. Pullium said he had a question of clarification in regard to this. He said in the information they have FTE's. He said it was his understanding that they have been using

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a dispatcher position for this function. He said now they were asking for a full time secretary to be funded. He said the only question that he would have would be was the dispatcher going to be used for two part time people or was it going to be used for one dispatcher on a full time basis. He said it seemed to him if there was an incremental that it would only be the difference between the thirty hours of about ten more hours but yet he sees in the budget \$26,000. He said this was not real clear in terms of the disposition of the old position transitioning to the new.

Commissioner Wells suggested making this simple and saying that this amount be taken out. She suggested taking the \$26,000 out and move that person to a full time position as an Administrative Secretary and then continue funding the other two part time and forget about the one full time employee's position. She said that was in 1999 and this was now 2004.

Chairman Dunn clarified that there would be two part time people with one FTE and that would be 20 hours per week for those two.

Chief Krakeel remarked that there was a critical need for an Administrative Secretary in this department. He said it was his recommendation to eliminate the two part time dispatch positions altogether. He said they were fully staffed at this juncture and hopefully would stay fully staffed. He said there was some over time built into the budget to accommodate some back filling if necessary if an employee should leave and provide the full time Administrative Secretary position which would be a wash essentially to the full time equivalent that they had in 1999.

Mr. Pullium clarified that there would not be any additional monies needed.

Chairman Dunn and Commissioner Wells said they were willing for the employee to go full time and leave the two part time positions.

Ms. Rogers said they had been using the secretary 32 hours per week. She noted that the part time operators did not work every single week. She said the part time operators were only used when they were needed.

Commissioner Wells said she liked to have trained personnel at the department's disposal.

Ms. Rogers said they were previous employees and they were familiar with this system. She said when employees were away at school or on vacation, they could call them.

Commissioner VanLandingham said he was in favor of leaving the two part time positions alone. He said if they were let go, the county might not get them back.

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Ms. Rogers said she had some other issues that she would like to address. She said there were two other line items that Finance had not recommended. She said one was communications supplies.

Chairman Dunn said this was account number 531106. He said she asked for \$2,600 and got nothing.

Ms. Rogers agreed. She said this goes hand and hand with the furniture which was account number 542391 which were the dispatchers' chairs. She said she would like the dispatchers' head sets and chairs were like an officer's weapons and patrol cars. She said they use these twenty four hours every day. She said they wear these out on a regular basis. She said she could not get a chair. She said there was not a chair manufacturer around that she could afford unless she purchased a \$1,500 chair.

Chairman Dunn asked where the chairs were listed.

Ms. Rogers responded these were found in account number 542391. She said these were two pieces of equipment that her operators needed to have to do their job. She said it was her job to tell the Commission what her operators needed and this was the equipment that they needed.

Commissioner Wells pointed out that as far as communication supplies there were funds already appropriated for that.

Ms. Rogers said they replace these almost on a yearly basis. She said had already purchased some this year.

Chairman Dunn said the way he was interpreting this was that there was money in the budget this year to purchase these items.

Ms. Rogers remarked that this was the chair account and she could certainly purchase some more chairs but she did not have anywhere to store them until she needed them.

Commissioner Wells noted that the communications supplies budget said there was money in there as well.

Commissioner Pfeifer asked Ms. Rogers if she wanted to take money out of this year's budget and roll it over until next year.

Ms. Rogers replied no and stated that she just wanted to leave the requested money in the budget for next year. She said she had already purchased the headsets for this year.

Mr. Cofty said he could find a location for Ms. Rogers to store the chairs.

Chairman Dunn clarified that under communication supplies the \$2,600 was for headsets and phone batteries and there was money in that account to purchase those now.

Mr. Pullium replied yes that was correct.

Chairman Dunn asked Ms. Rogers why she would not purchase the headsets now.

Ms. Rogers replied that she had already purchased them and used that money.

Commissioner Wells interjected that it stated in the budget that there was money left.

Commissioner VanLandingham noted that there was \$83 left.

Chairman Dunn asked Ms. Rogers if she had purchased them recently and Ms. Rogers replied yes and stated that she usually purchases these in April.

Ms. Rogers said that she prepares her budget in March. She said next April she would want to purchase some more.

Mr. Cofty pointed out that when staff reviewed this budget there was hardly any money spent in this account.

Commissioner Wells clarified that this money needed to be added back in.

Chairman Dunn pointed out that late year expenditures had occurred in other departments' budgets as well.

Ms. Rogers said it was possible that she would not need \$2,600 next year but she did not know what price she would be able to get next year.

Commissioner Wells interjected that this made it difficult for staff to know what was exactly there.

Commissioner VanLandingham noted that Ms. Rogers had just said that she probably would not need \$2,600.

Commissioner Wells said Ms. Rogers did not know for sure how much she would have to pay. She noted that Ms. Rogers had gotten a good deal on this equipment this year but she did not know what next year would cost.



Ms. Rogers pointed out that this year she had spent \$96 per headset and two years ago she had spent approximately \$129 per headset. She said it would just depend on the price of the headset that year. She said if the headset breaks and it must be repaired it would cost just about as much as a new one. She said she needed some headsets in this budget because she did not have enough for everybody.

Chairman Dunn said Ms. Rogers did not know for sure that she would need some for next year but noted that she had needed money for these every year. He said it did not matter to him when during the year that these were purchased.

Ms. Rogers pointed out that the headsets must be special ordered because of the type of radio system that she used. She said they have to use a six wire as opposed to a four wire.

Chairman Dunn asked Ms. Rogers how many she had in storage right now.

Ms. Rogers replied that she did not have any in stock other than the nine headsets that she had recently ordered.

Chairman Dunn asked Ms. Rogers if she would need more than nine headsets for next year.

Ms. Rogers replied yes and remarked that she had twenty five radio operators. She said this fiscal year she had purchased nine headsets and had five repaired. She said the headset cost \$100 and the pigtail also cost \$100. She noted that the pigtail was the part that plugs in. She said the microphone was located on this equipment and it was the part that usually breaks.

Chairman Dunn clarified that Ms. Rogers would not purchase any of these if she did not need them and Ms. Rogers replied no she would not.

Chairman Dunn suggested giving her the money then.

Commissioner Wells noted that there were twenty five people and Ms. Rogers wanted two chairs.

Ms. Rogers said that she had purchased five chairs.

Commissioner Wells asked if the \$2,900 was for five chairs.

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Ms. Rogers responded that each chair costs approximately \$300. She said she had gotten a good buy this year at Office Depot and they had chairs for approximately \$100 each and she purchased five chairs.

Commissioner Frady suggested Ms. Rogers to go ahead and purchase the chairs that she needs this year.

Chairman Dunn confirmed that the headset money would go back in the budget and purchase the chairs now and have no chair money next year.

Commissioner Wells asked Ms. Rogers if she had anymore issues.

Ms. Rogers replied that she had one more and that was regarding computer equipment. She said she had requested a backup station for the CAD system. She said the reason that she had asked for that was because now that the center was up to full staff. She said if a CAD developed a problem, then it would have to be taken down and the operator would just sit there and do nothing. She said this was account 542420.

Ms. Rogers said the recommendation was to use the money from this year but she had already asked for money for computer equipment this year and she had spent that money on those items and now there was no money.

Chairman Dunn clarified that Ms. Rogers had just recently spent the money and she replied yes.

Commissioner Wells asked if this amount was \$5,000.

Commissioner Frady asked how many computers she had.

Ms. Rogers replied she had two computers at each radio position and there were three laptops.

Commissioner Frady asked how many radio positions there were and Ms. Rogers replied there were six positions.

Ms. Rogers said there was twelve in the radio room. She noted that one computer was used for the CAD and one was used for the radio.

Mr. Pullium asked Ms. Rogers if she had funds in other accounts that she could transfer now to purchase the computers.

Ms. Rogers replied that she had two lightning strikes that she would have to cover.

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Mr. Pullium pointed out that she should still have some surplus funds in the budget that she could transfer. He said this could be done and noted that Ms. Rogers needed the computers now.

Commissioner Wells and Chairman Dunn suggested that this be done.

Commissioner Wells said she had a question on page 13 regarding seminars/dues. She said Ms. Rogers had requested \$1,845 and the recommendation was \$4,827. She asked for clarification on this. She said this was on page 13.

Mr. Pullium replied that after discussing this with Chief Krakeel he had submitted a plan and for whatever reason the plan and the numbers entered into the budget were at a discrepancy. He said staff felt this plan was a sound plan and would provide significant training for new operators coming on board. He said it was a very well thought out plan and staff supported this recommendation. He said this was the reason that this figure was increased.

Commissioner Wells said she had a question on page 10 under office equipment regarding batteries for the CAD system in the radio room and noted that these batteries were replaced every four years. She asked if this was the fourth year.

Ms. Rogers replied yes it was.

Commissioner Wells clarified that this was only in the budget every four years.

Chairman Dunn asked if anyone else had any questions on this budget. Hearing none, he asked Tom Sawyer to recap what had been done in this budget.

Mr. Sawyer replied that the full time secretarial position was approved with related benefits and \$2,600 would be put back in for communications supplies.

Chairman Dunn pointed out that the furniture in the communications budget should be eliminated.

Mr. Sawyer and Commissioner Wells clarified that category was already zero.

Chairman Dunn pointed out that the computer was recommended zero and would stay that way.

On motion made by Commissioner Wells, seconded by Commissioner Pfeifer to approve this budget as discussed. The motion carried 5-0.

**SHERIFF'S PATROL**

Officer Lori Littlejohn, Officer Tommy Nations and Officer Barry Babb were present for this discussion.

Chairman Dunn said he was assuming that they had taken a look at staff's recommendations and did not agree with all of them.

Officer Nations replied yes that was correct.

Chairman Dunn asked that they take one issue at a time and tell the Board what page they were listed on and the category number.

Officer Lori Littlejohn called the Board's attention to page 191 account number 522232 which was operating equipment services. She said they had requested \$3,500 and Finance had recommended \$1,300. She remarked that this year alone they had spent \$1,500 already on the gas pumps with maintenance and testing. She said they were also going to have to upgrade these pumps. She said the Environmental Protection Agency required a stage 2 vapor recovery on the gasoline tanks. She said at the current time they had a balance system and the E.P.A. was going to make them change this. She said the balance systems were no longer going to be accepted by the Georgia E.P.A.

Commissioner VanLandingham said these had just been installed.

Officer Littlejohn replied yes that was correct. She said she did not know if the company that installed these gas pumps knew that the Georgia Department of Natural Resources was going to require the change but she understood that the balance system was the cheaper of the systems to install right now.

Chairman Dunn questioned if they were going to purchase all of their gasoline from the county now then everybody's pumps should be the same.

Mr. Pullium replied that this could be done. He said the Sheriff's Department did have a separate tank and pump.

Chairman Dunn asked if this tank and pump were different from everybody else's tank and pump.

Mr. Pullium replied yes.

Chairman Dunn asked if all different kinds of gas tanks had been put in.

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Mr. Pullium responded that he did not know the answer and would have to get it from David Yeager at Mallett & Associates.

Chairman Dunn asked if these gas pumps had just been put in this year.

Officer Littlejohn replied that these pumps had been in for almost eighteen months.

Chairman Dunn asked if that was an operational change or was this part of the reconstruction.

Officer Nations responded that this was part of the reconstruction. He said these were new pumps that they had put in.

Officer Littlejohn said when they added on to the current building they had to move the existing gas tank and pump dispenser and they had moved it further back to the fenced in area behind the courthouse. She said they had put in a new dispenser, new tanks and so forth. She said she assumed that this was done by the construction company.

Chairman Dunn asked how much money was involved.

Mr. Pullium responded if this was something that was purchased out of the bond money, then bond money could probably be used to fix it.

Chairman Dunn asked for the amount.

Commissioner Wells interjected that they were asking for \$3,500 and staff was recommending \$1,300.

Mr. Pullium said they had not really articulated the differential between repair and upgrade.

Officer Littlejohn remarked that this was not really a repair but was an upgrade. She said this was considered an upgrade when changing from a balance system to a safety vapor recovery system.

Commissioner Wells clarified that bond money could be used for the upgrade and Mr. Pullium agreed.

Officer Lori Littlejohn said she had another issue to discuss. She said one of the x-ray machines located in the courthouse had gone down the other day.

Chairman Dunn felt this would be under warranty.

Officer Littlejohn said she had been told that this would not be under warranty. She said the company that installs and services these told her the machines had a one year warranty.

Mr. Pullium felt the bond money might be used for the repair of these machines. He felt this might be an operational issue that would need to be addressed more immediately. He suggested going ahead with these repairs and take it out of the current budget and if necessary they could take some money from the contingency.

Chairman Dunn remarked that bond money could be used for maintenance and operation and Mr. Pullium agreed and said he was not suggesting that.

Officer Littlejohn asked for clarification on taking the funds out of the current year's budget. She asked if this meant to take the money out of this particular budget category.

Mr. Pullium responded yes, and stated that would be the appropriate line item to charge it to. He said there was a significant amount of money in this budget that could be transferred.

Chairman Dunn asked Mr. Pullium if he was referring to the Sheriff's Department budget and Mr. Pullium replied yes. Chairman Dunn said he agreed with Mr. Pullium on that.

Chairman Dunn said these deputies could ask the Sheriff to move money into their account to pay for the current problem.

Mr. Pullium replied yes that was correct.

Chairman Dunn said if there was an emergency with an account and the funds were available, they could just be moved to that account.

Commissioner VanLandingham said he had a question on this page account 521318 for other fees. He said this related to the radiation monitoring badges. He asked if these were fillers for the film badge or were they using dosimeters.

Officer Littlejohn replied they were using dosimeters.

Officer Babb said on the machine was a dosimeter which monitored the level of radiation that escapes. He said they send these back in and then send the Sheriff's Department the results of their findings.

Commissioner VanLandingham asked if any of the people who work around this were wearing film badges or docemeters.

Officer Babb replied that the State had recommended that the cheapest way to go would be to put one on the machine. He said if the one located on the machine gets too much radiation there would be a problem. He noted that the one located directly on the machine would give the highest reading and further out from the machine would be a lot lower. He said by putting one directly on the machine, this would be the most effective. He said right now they were not picking up anything other than what you would get from sunlight.

Commissioner VanLandingham said he had a concern with the individuals not using the dosimeters. He said this was just a pin that one would wear in his or her pocket and it could be checked at any given time. He said he had a concern that this was not being done. He said the effect of radiation was accumulative and not just a problem for one day. He felt it seemed like a lot of film badges. He said the film that goes in there was very inexpensive. He said if there was just one on each person, why did they request \$3,100 to replace those. He said there was not a history to base this on.

Chairman Dunn said it costs \$2,093 for other fees and services.

Officer Littlejohn remarked that this category was used for some other things as well but the majority would be the badges.

Officer Babb remarked that the badges were not that much.

Chairman Dunn noted that this category did not mention anything else but the badges. He said if there were other items in this category, then staff needed to know what they were.

Commissioner Wells interjected that this also showed petty cash reimbursements and On Star membership and shipping of a safe.

Officer Littlejohn remarked that the shipping of the safe was theirs. She said the petty cash reimbursement must be where someone purchased something out of their pocket and was reimbursed.

Commissioner Wells interjected that they could not do this. She also noted that there was \$151 for tag purchases. She asked what the \$1,000 for pick and delivery of a safe was for.

Officer Babb asked Commissioner Wells if she wanted him to explain the pick and delivery of a safe.

Commissioner Wells replied yes and also an explanation of the On Star registration would be nice.

Officer Babb remarked that they have a safe where they store handguns and rifles in. He said in order to have the safe shipped to the Sheriff's Department, they did the same thing that the Magistrate Court did when they had their safe. He said this was what it had cost to move that safe. He said it took about eight men to do this.

Chairman Dunn question the recurring charge for the annual registration fee for the Georgia Department of Health. He said there were several of these listed.

Officer Babb said it might be the fee that they had paid on the x-ray machines.

Officer Littlejohn said this was for the fee on the x-ray machines or the fee on the gas tanks.

Officer Babb said they had been inspected by the D.H.R. on the x-ray machines.

Commissioner Wells asked who had the On Star membership.

Officer Littlejohn replied that she did not think they had a car that had On Star.

Chairman Dunn and Commissioner Wells interjected yes, somebody does.

Commissioner Wells asked Ms. Holland to pull up voucher number 16095.

Chairman Dunn said he had the same question that Commissioner VanLandingham had regarding the \$3,100 listed for the x-ray machine.

Commissioner VanLandingham said this struck him as being odd that \$3,100 was listed just for the x-ray machine.

Commissioner Wells said it showed \$151 for the tags and \$500 for the machine. She said this account should stated that it was for miscellaneous fees and services.

Chairman Dunn asked the officers if they were still doing petty cash over there.

Officer Littlejohn replied that they did not deal with cash at all.

Chairman Dunn said their accounts were paying petty cash back in lots of places. He said he thought that petty cash had basically been eliminated. He said if they were using purchasing cards, then why did they need petty cash.

Ms. Holland entered at this time with the invoice for the On Star membership and handed it to Officer Nations. She noted this was for Officer Nations' vehicle.



Officer Nations remarked that there had been some incidences where officers would be down in South Georgia picking up prisoners and stuff like that when they might need to get gas and the station would not take a credit card.

Chairman Dunn said items needed to be paid for with a purchasing card and there should be no cash reimbursements.

Commissioner VanLandingham said these reimbursements were coming out of a totally foreign account.

Commissioner Wells questioned the On Star account.

Officer Tommy Nations responded that the On Star was in his car.

Commissioner Wells asked Officer Nations if the On Star was in his personal car.

Officer Nations replied not hardly. He said this was standard equipment in the car that he currently drives. He said the only thing that they had renewed on it was the theft recovery part. He said he did not use the assistance.

Chairman Dunn asked what the cost of coverage was for theft recovery

Officer Nations replied it cost \$199.

Officer Littlejohn said she had a question on page 194 regarding postage which was category 523202. She said they had to move some money into this account for the mailing of jury summons and subpoenas for Superior, State and Juvenile Courts. She said they had moved money into that category. She said the Courts require them to mail these to the witnesses. She said she had she had checked the postage meter today and there was \$609.35 left on the postage meter.

Chairman Dunn remarked that staff was recommending \$1,500 instead of \$5,000.

Officer Littlejohn remarked that they had to go to the post office and purchase stamps when the machine was out of postage.

Chairman Dunn said he wanted to know why Mr. Pullium was recommending so little.

Officer Babb remarked that out of last year's budget they had purchased \$2,000 worth of postage. He said they did not have any historical data to estimate how much they would need for the administrative division and now that the courthouse was there. He said they got a machine for them out of last year's budget and bought \$2,000 worth of postage and

that lasted them up until they used the \$3,000 which they would move from another category to here and that was the area that Lori says there was only \$600 left in. He said when they actually ran out of postage on the machine and could not get it fast enough. He said they had to buy cards. He said they had technically used \$4,500 in postage this year. He said they were getting ready to mail out July notices.

Chairman Dunn clarified that they had moved \$3,000 from another account to put into this account.

Officer Littlejohn remarked that gasoline had put a big strain on them this year. She said they had to move money from a lot of other budget categories just to cover gasoline. She said they had no idea that gasoline was going this high.

Chairman Dunn said Mr. Pullium's note stated that recent purchases should be available for use in fiscal year 2005.

Mr. Pullium said they either have money in their budget to transfer in here. He said the only thing was that he did not see the transfer that they were referring to. He said it might have been submitted but staff had not processed it yet. He said he did not recall seeing this.

Officer Littlejohn remarked that she had brought this over on May 6<sup>th</sup>. She said she could not find her copy but she had brought it over on May 6<sup>th</sup> at 11:00 a.m. She said she could not remember who she gave it to.

Commissioner Wells asked Officer Littlejohn what account this had come out of.

Officer Littlejohn replied that she had moved it from business and communication machines to postage.

Mr. Pullium said he agreed with Officer Babb's analysis that they had spent \$2,000 last year before the end of the year and they spent \$3,000 in February or March of this year. He said it would indicate that there was a higher need and part of the problem was the lack of history for this. He said he would certainly recommend this based on this analysis at this point in juncture.

Chairman Dunn clarified Mr. Pullium recommended putting back \$3,500. He said they did not have a choice when they had to mail out notices.

Officer Littlejohn said she had a question on communication supplies. She said this category was for batteries for their portable radios which was account number 531106. She said they could recycle these batteries about every three years. She said they had

a machine at the office where they could reactivate them. She said on average they buy 15 to 20 batteries per year. She said a lot of times this was the only communication that an officer had in the field. She noted that the batteries cost \$45 a piece and this was as cheap as they had found them.

Commissioner Wells clarified that this would vary year to year because some years they could recycle and some years they could not recycle.

Mr. Pullium pointed out that in the current year they had spent \$500 and last year they spent \$2,675.

Chairman Dunn said this would be a peak and valley kind of thing.

Commissioner Wells clarified that \$2,500 would go in that account.

Officer Littlejohn said she had one more item to discuss and that was software maintenance which was category 522236. She said they had started using a program called Accurint. She said this was where officers could surf on the internet for suspects that they may have warrants on. She said this had proven to be very effective and it has given officers information to be able to place more warrants on GCIC and NCIC. She noted that there was no spending history in this budget category because they had never used it before. She said based on the last couple of months, \$1,100 would be fine. She pointed out that they had used it a little bit recently as a trial run just to see how well it was going to work. She said it had worked very well.

Chairman Dunn said if this was a totally new program then it should have been asked for in the new program budget.

Mr. Pullium said staff realized that this was a new program that they wanted to try.

Commissioner Wells said the \$1,100 could be moved to new programs.

Commissioner Wells asked Ms. Holland to pull up on the screen account number 542530 which was business machines.

Officer Littlejohn said she did not feel that this available budget should be quite so high. She reiterated the fact that gasoline had really hurt them this year. She said they had to use money out of other budget categories to cover the gasoline budget.

Chairman Dunn pointed out that this was the business machine category.

Commissioner Wells said she asked this to be pulled up because the Officers had previously stated that they had transferred \$3,000 out for postage. She said there had also been some for gasoline and expenditures were \$5,000 and then with the \$3,000 being added for postage this comes to \$8,000.

Officer Littlejohn said Mr. Pullium had sent her a fax concerning some budget categories that needed money and she had taken those out of this account. She said it might be considerably lower than that.

Officer Littlejohn said she was actually scared to spend money out of this account especially not knowing what gasoline was going to go to. She said she had held this in reserve to make sure there was gasoline for the patrol cars.

Commissioner Wells asked Mr. Pullium for clarification that zero money was being added to this account.

Chairman Dunn said it was the six new positions that were not being recommended and Mr. Pullium agreed.

Commissioner Wells said yes and pointed out that there was no new money going into it. She remarked that business machines account was being used for other things in addition to the six portable walkie talkies.

Chairman Dunn said the six new positions had not been discussed yet.

Officer Littlejohn said she would like Officer Tommy Nations to speak on that item. She said those were all of the items that she needed to discuss.

Commissioner Wells asked Officer Tommy Nations if it was his division who had delivered the warrants to the Commissioners.

Officer Nations replied yes.

Commissioner Wells asked Officer Nations if they had enough manpower to take three people off the force to do that.

Officer Nations responded that it just so happened on that particular night that they were free at that time.

Commissioner Wells asked Officer Nations how many people he was asking for.

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Officer Nations replied that he was asking for six patrol and he was not asking for any warrant.

Chairman Dunn asked Officer Nations what he meant by "they were available".

Commissioner Wells interjected that obviously they were extra.

Officer Nations replied that their job entailed serving the warrants, transporting mental patients and picking up prisoners at other facilities and transporting prisoners. He said it just happened that on that afternoon the three people that were working were not "fixin" to go out of the county.

Commissioner Wells felt this was a show of power.

Chairman Dunn questioned why all three deputies were needed to deliver a piece of paper.

Officer Nations said that they do not get to deliver papers to Commissioners very often so they all wanted to experience it.

Chairman Dunn asked Officer Nations if this was some joke or something.

Officer Nations replied that when you get right down to it I think the Sheriff was served during the Christmas holidays at his house so he thought it was only fair.

Chairman Dunn said so this was retribution.

Commissioner Wells said it was payback.

Officer Nations remarked that what was good for the goose was good for the gander.

Chairman Dunn said the Sheriff was served by a private company who called him ahead of time and coordinated the time to deliver the service at least that was what the lawyer paid him to do. He said in this case the lawyers had already agreed that the Sheriff's deputies could serve the Commissioners by serving Attorney McNally all at one time, one visit, one guy. He said he had three deputies show up at his house at 9:30 at night. He clarified that they had showed up at Commissioner VanLandingham's house at 10:30 at night.

Commissioner VanLandingham replied that it was after 10:00 p.m.

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Chairman Dunn said they had showed up at Commissioner Wells' house twice in the afternoon and again at night. He said the next day only one person showed up to serve Commissioner Frady and Commissioner Pfeifer.

Officer Nations interjected that was all that was available.

Chairman Dunn asked Officer Nations if they were considered dangerous or something.

Officer Nations replied that the Commissioners were a dangerous bunch and there was no doubt about it.

Chairman Dunn remarked that what Officer Nations had just said bothered him.

Commissioner Wells said it was a power play.

Chairman Dunn asked for clarification that the Sheriff's Department was just paying the Commission back by sending extra people. He asked if this was meant to intimidate the Commissioners.

Officer Nations replied that he guessed so.

Commissioner Wells said if there was three people available then obviously they did not need three more people.

Chairman Dunn said he would not agree with that but he was just saying that this was kind of the way he felt about this going down. He said anyway that was not part of this budget but the bottom line was that the Commission felt the Sheriff was served professionally and the Commissioners were not.

Officer Nations said the deputies had conducted themselves in a professional manner.

Commissioner VanLandingham said they did that.

Commissioner Frady clarified that Officer Nations was discussing personnel with the Board.

Officer Nations replied yes, he was getting ready to.

Chairman Dunn asked if the six positions were for patrol.

Officer Nations replied yes.

Chairman Dunn asked Officer Nations if they had blue cars.

Officer Nations replied they were green.

Chairman Dunn said the cars looked blue at night. He said they were not marked and Officer Nations replied no they were not marked.

Chairman Dunn said the question had been asked the other day of some of the other guys in the department who said there were no such cars. He said he told them that these cars were on his driveway and he had pictures of them.

Officer Nations replied that the warrant cars were not marked so this would allow them to do a better job. He said a lot of people when they are served papers did not want to have a patrol car sitting in their driveway.

Chairman Dunn asked Officer Nations if he could quote him that this was pay back because the Sheriff got served by one person at Christmas.

Commissioner Wells interjected that it was pay back.

Officer Nations replied yes, quote me.

Commissioner Wells clarified that Officer Nations had said he could be quoted.

Chairman Dunn remarked that it was time to get back to business.

Officer Babb said he would like to address availability. He said for a typical street force officer he would not be dispatched to a call and he was available and he could do all of the necessary things. He said when it comes to a warrant officers if they did not exactly have anything that they could really work on, then they might be available

Officer Nations said these officers might be waiting on something to happen or prisoners to come in.

Officer Babb said these officers might not have any detail to do that hour or couple of hours.

Chairman Dunn said that was not the point. He said the point was did the Sheriff's Department think the Commissioners were dangerous characters and needed backup or something to serve these papers.

Commissioner Wells said it was a six hour time frame.

Chairman Dunn interjected that this was just silly.

Officer Babb said these deputies usually normally operate in pairs anyway. He said you would not want to go to someone's house to serve a warrant in the middle of the night.

Commissioner Frady asked the deputies if any other warrants were served that night.

Chairman Dunn interjected that these were not warrants.

Commissioner Frady said he meant any other service.

Officer Nations replied yes.

Commissioner Frady asked if they served more than just these three people.

Officer Nations replied yes.

Commissioner Frady asked how many people had been shot serving during the past few years.

Officer Nations said none.

Commissioner Wells interjected none in Fayette County.

Officer Nations said if the Board wanted nationwide, he could go and pull the stats for that.

Chairman Dunn said the point was that the officers knew who they were serving. He said none of the Commissioners were dangerous, none of the Commissioners were going to shoot at them, and none of the Commissioners were going to run away from them.

Officer Nations interjected that he would not say that none of the Commissioners would run away. He said some folks did kinda go and hide.

Commissioner Wells said you think so.

Chairman Dunn said Officer Nations meant that they just did not open their door.

Commissioner Wells interjected that in America they don't have to.

Commissioner VanLandingham suggested the Board get back to the budget.



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Chairman Dunn remarked that all of the previous discussion had nothing to do with this request for six new slots.

Officer Tommy Nations said the reason they were asking for six patrol officers was because response times were growing as well as the number of people in the county and the traffic and the call volume itself. He said they had not been able to keep up the same response time that they were used to. He said they always try and stay under ten minutes on a response. He said he was not referring to an emergency response. He said he was referring to civil disputes, theft calls and dog calls and just general stuff. He said he would pull up the call volume stats.

Chairman Dunn asked if these stats involved deputies talking between other deputies cars.

Officer Nations replied no.

Chairman Dunn clarified that these 9,000 calls were all 911 calls.

Officer Nations replied yes. He said in 2003 there was 5,229 calls.

Chairman Dunn asked Officer Nations what kind of calls he was experiencing with the 4,000 additional calls.

Commissioner Wells asked if any of these calls were from inside the cities.

Officer Nations replied yes, some of them probably were. He said commented on unlocking cars and said the city doesn't do that any longer. He said the deputies unlock cars all over the county.

Commissioner Wells asked if any were for back up investigations of wrecks or accidents.

Officer Nations replied that he was sure they were. He said a lot of them were what they called officer initiate. He said these were business checks.

Chairman Dunn said this was when they go and look at someone's door, but that was not stopping anybody from doing anything else. He said if something else comes up then the deputy was gone.

Officer Lori Littlejohn interjected that officer initiated could be anything from stopping a suspicious vehicle or a traffic stop.

Chairman Dunn said this used to be his life. He said those things you do while you are on routine patrol. He said these were not calls but just calling in. He said the deputies just check a door and tell somebody that they were getting out of their car. He said this was not a 911 call.

Officer Littlejohn said it was not a 911 call but an activity that the officer does.

Officer Nations clarified that the 9,000 calls were the number of calls that went through the 911 center.

Chairman Dunn said he understood that but asked how many of the calls were just routine things that they do while on call as opposed to being called somewhere.

Officer Babb replied that this was not broken down to any particular kind of calls. He said the best way that they break it down was by zones like D.U.I.'s, pull overs and so forth.

Chairman Dunn asked how many officer initiated calls there were out of the 9,000.

Officer Nations replied 7,587 calls.

Chairman Dunn clarified that these were just things that they do on routine patrol. He said they may see something and check it out. He said this was not like a call that an officer was being called to. He said he was not saying that this was a bad thing. He said this was crime prevention.

Commissioner Wells said the public calling for help or assistance was one thing versus officer initiated calls.

Officer Nations remarked that officer dispatched calls were 1,323.

Chairman Dunn asked how many calls for the year before.

Officer Babb remarked that a motorist broken down on the side of the road could be an officer initiated call.

Chairman Dunn said that would be a routine patrol and not an emergency.

Officer Nations replied dispatch calls were 1,273 for 2003.

Chairman Dunn said this year's was less than a year ago. He remarked that the reason for the big bump was officer initiated calls for checking doors and things like that. He noted that there were not that many businesses in the unincorporated county.

Commissioner Wells said this was proactive law enforcement.

Chairman Dunn asked if they were checking businesses.

Officer Nations replied that they had a rash of burglaries.

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Chairman Dunn said that was crime prevention but it did not imply an extraordinary use of manpower. He said this was just routine patrol.

Officer Babb said that was part of it but he wanted to get back to response time. He gave as an example zone 5 which was the busiest zone. He said in the month of January, 2003 it was 40% of their activity and in January, 2004 it was 31% of their activity. He said during January, 2004 zone 5 average response time was 11 minutes for the unit that was assigned in that area.

Officer Babb said he had just spoken to Cheryl Rogers who was the Director of the 911 center. He said by the 911 stats they were showing a two minute operator response time before the deputy actually gets the call. He said they might be holding the call because they were tied up on something else. He said geographically this would be East of S.R. 92 South.

Chairman Dunn asked for the number of zones.

Officer Babb replied there were five zones.

Chairman Dunn asked how many patrols were in each zone.

Officer Babb responded that most of the time they had more than one zone.

Chairman Dunn said he used to break down his resources where the problems were.

Officer Babb said the majority of the time all they had working was six cars. He said if there was one domestic it would take two cars and this would take out 33% of their resources.

Chairman Dunn pointed out that they were patrolling on a geographic basis and not on an incident basis.

Officer Babb responded no and said that actually the supervisors had discretion to put cars in the area that was most active and right now zone 5 was one of the most active zones. He said they could not assign two cars to zone 5 because there were not that many cars. He said if they assigned two cars to zone 5 he probably would not even have four cars because the supervisor or two that has to roam to back these units up.

Officer Littlejohn said there were also those times when they had one car covering zone 1 and 2.

Chairman Dunn said he agreed. He said he would have more than one car on the busiest zone and one car covering just one zone on the least busiest.

Commissioner Wells asked if there were any questions.

Commissioner VanLandingham asked for an update on what the Board had decided on this budget.

Commissioner Wells said the bond money was going to go for the upgrade for the operating equipment. She said the software maintenance category had gone to \$1,100 on page 193.

Chairman Dunn remarked on all of the property that the City had annexed in. He said the Sheriff's Department's area of operation was getting smaller.

Officer Nations remarked on a call that the department had recently. He said it took four cars to respond in order to secure the area. He said this left one officer and car for the rest of the entire county.

Commissioner Wells said they could always use the warrant officers who had time on their hands.

Commissioner VanLandingham said he was not suggesting organization or anything for the Sheriff to do and Commissioner Wells said she was not either. He said if operations was overloaded this way, did the traffic division ever help or anything on problems there. He said he was just wondering if this was just a specialized operation.

Chairman Dunn remarked that in an emergency, the officers would go.

Commissioner VanLandingham said he was hoping that would be it. He said he certainly was not suggesting that anything be changed.

Officer Nations remarked that in an emergency situation everybody goes.

Chairman Dunn remarked that there were five patrol zones but they also had supervisors out in cars, traffic deputies out in cars plus Bruce Jordan's guys that may or may not be anywhere. He said there were a lot more people out driving around than just those five units.

Officer Nations interjected that this would change from day to day depending on what the circumstances were.

Mark Pullium said he would be glad to recap what the changes were up to this juncture for this budget.

Commissioner Wells asked Mr. Pullium to proceed.

Mr. Pullium remarked that postage had been increased by \$3,500 to \$5,000. He said communication supplies had increased by \$1,800 to \$2,500. He said software

maintenance had added \$1,000 to make it \$1,100. He said bond money would be used to upgrade the gasoline tanks.

Chairman Dunn said if that was M & O then it could not be done. He said if a new one was installed that would be different but if some sort of a kit was installed or maintenance done, then it could not come out of the bond money.

Officer Littlejohn said she would like to discuss the gasoline pumps again. She said they have had problems with the gas pumps since they were installed. She said they had reported this to the contractors. She said she was not sure about the people that put this in. She said the software needed to be upgraded because it would not transmit the date and time.

Commissioner Wells asked Officer Littlejohn who she had spoken with about this problem and Officer Littlejohn replied David Yeager.

Chairman Dunn asked if this equipment was different from the equipment at the rest of the county's pumps.

Mr. Cofty replied that he could not honestly say but he would find out.

Commissioner VanLandingham interjected that if the E.P.D. said to fix the pumps then they would have to be fixed whether it was now or later.

Mr. Cofty said he would get this information tomorrow for the Board.

Commissioner Wells suggested the Board continue with the changes in this budget.

Tom Sawyer remarked that all of the changes had been noted.

On motion made by Commissioner VanLandingham, seconded by Commissioner Wells to approve the Sheriff patrol and field operations budget as corrected, discussion followed.

Commissioner Wells said this included the six new officers.

Commissioner VanLandingham remarked the six new officer positions was not recommended and Chairman Dunn agreed.

Commissioner VanLandingham said this was not recommended and not included in the corrections.

Commissioner Wells said she was just clarifying this issue.

Chairman Dunn said staff had not recommended these positions.

The motion carried 5-0.

### **PHYSICAL HEALTH**

Merle Crowe and Cynthia Grant appeared to discuss this budget.

Merle Crowe remarked that they were asking for an L.P.N. position.

Commissioner Wells said this was located on pager 297 in the budget.

Chairman Dunn asked if this was a request for an additional nurse and Ms. Crowe responded yes.

Chairman Dunn noted that the budget notes stated that this was an already existing open space for this position. He said if they wanted to hire someone for this position it was fine since it had already been previously approved.

On motion made by Commissioner Wells, seconded by Commissioner Frady to approve Physical Health's budget. The motion carried 5-0.

### **MAGISTRATE COURT**

Judge Charles Floyd and Debbie Baron appeared to discuss this budget.

Judge Floyd said he wanted to discuss some of the deletions that were made to his budget. He felt he submitted a fairly straight forward and direct budget and noted that they had not asked for increases in many areas. He said they had several concerns that they wanted to deal with in particular. He commented on the new employee that they had requested. He said they felt justified asking for this position because of the current work load. He said the budget notes indicated that they had only increased the work load by approximately 25% and could not justify a full time employee. He said while it might look like from the outside, the scope of the work had increased far more drastically than that. He said in particular their involvement in the domestic violence cases had increased their work load dramatically. He said those statistics did not show up in their records. He said they did not even maintain a file on those cases when they come forward to them. He said they handle the preliminary matters for the Superior Court. He said they have the first hearing and deal with a lot of phone traffic as a result of that. He said they have a lot of interface with the domestic violence office and the victim's assistance office related to those. He said those statistics did not show up anywhere on paper but they did consume a great deal of time.

Judge Floyd further remarked that they had a fairly stable office in that all of the people in the office had been in the office for quite some time. He said as a result of that, they were very good at what they do. He said they did not waste a lot of time and everybody

was very efficient and knew their job well. He said the stress level had been heightened over the last twelve months and this was a result of working beyond what they were capable of. He said in the event that the Board would not commit to a full time position, he felt a part time position for Tuesday, Wednesday and Thursday might satisfy their needs. He said they would prefer the full time employee but if they could get a commitment for a part time employee for those three days would provide great assistance to them.

Judge Floyd further remarked that one of the things that he felt was most troubling when they reviewed the deletions was the basis for not providing that position. He said it was suggested that they operate at a loss and to add that position to it would only enhance that loss. He said they were not a profit center and that was not their mission. He felt it was unfair to judge them against that standard. He said the judges spend a great deal of their time engaged in dialog with various law enforcement officers relating to the issuance of warrants. He said once those warrants were generated, they have to process that paper and make sure that they are directed to the appropriate authorities. He said this takes a great deal of time and there was no money associated with that. He noted that there was no money that flows from the domestic violence cases either but this was a valuable service. He said this was one of the areas that had really taken off in the past sixteen months or so. He said in addition they handled bonds beyond those traditionally handled by magistrates by a special designation from Superior Court. He said they go ahead and review those matters that were usually bonded by Superior Court according to the statutes.

Commissioner VanLandingham questioned the issue of the Magistrate handling bonds delegated by the Superior Court.

Judge Floyd replied yes that was correct.

Commissioner VanLandingham asked how this worked.

Judge Floyd replied that there was a statute that allowed the Superior Courts to allow them to sit by designation as Superior Court for hearing bonds on those particular types of cases.

Commissioner VanLandingham questioned that the Magistrate Court was not staffed to do that.

Judge Floyd responded that it was not that they were not staffed to do that. He said only the Superior Court could issue a bond and all of the judges of the Superior Court had authorized them to issue bonds on those cases but for very few. He said the cases that would ordinarily go directly to Superior Court for bond then Magistrate Court could go ahead and deal with the bond by special order from the Superior Court Judges. He said they renew this on an annual basis.

Debbie Baron said the reason they did this was with the Superior Court Judges being circuit judges they were not present on a daily basis. She said if the Magistrate Court did not do these hearings then these people would be sitting over in the jail. She said this was a time, efficiency and cost effective thing for the Magistrate judges to do. She said this was the main reason that this happened was so that these people would not have to sit in the jail where the county would have to feed them, board them and everything else.

Commissioner VanLandingham said that made sense to him.

Commissioner Wells asked Ms. Baron what type of position was being asked for.

Ms. Baron responded they were asking for a Court Clerk I.

Commissioner Wells said it was suggested that they could use the TANIF program. She asked if that would work.

Ms. Baron replied no. She said she did not even know what the TANIF program was until she called and found out. She said it was her understanding that these are people who receive assistance from Fayette County are able to come in and work for a limited number of hours and still qualify. She said the problem that they would have with this program was that they have very sensitive records. She said they had records in their computers that at the touch of the wrong button they could be deleted, changed and so forth. She said they also had search warrants in the office that the public does not know where the officers were going. She said their records were very sensitive. She said they had permanent records that a lot of people depended on. She said they have to keep and maintain these records and there was just no way that they could let someone come in that had the possibility of being able to delete or change records.

Commissioner Wells felt there would be the issue of confidentiality.

Judge Floyd remarked that confidentiality would be a big concern. He said these were fairly skilled positions and the training that would have to be done to get somebody to a point where they would be effective would be such that he did not know if it would be beneficial to have an unskilled person to come in. He said he just did not know if this would work.

Ms. Baron interjected that this would not be an option for them or any of the courts because of the confidentiality of records.

Mr. Pullium said he would like to comment on this particular budget. He said this department did submit the required documentation and it was very good in terms of part of the justification but he felt the problem staff had was the qualification of the additional work was not clearly articulated. He said staff had extrapolated from information that they had in the budget documents some information that would justify a part time position. He



said it was staff's point of view that was what should have been asked for instead of a full time position.

Ms. Baron interjected that a lot of their numbers had not gone up as much as they thought they would but the paper work sure had increased.

Commissioner Wells asked if they would be happy with a part time person.

Ms. Baron replied yes they would be glad to have a part time person.

Chairman Dunn clarified that this person could not work more than 29 hours.

Ms. Baron remarked that they needed a person three days for a total of 24 hours. She commented that Tuesday, Wednesday and Thursday were their three busiest court dates. She said if they had someone who could help while court was going on, it would be a tremendous help to them. She said the stress level was very high. She pointed out that they did not have any backlog and this was because everyone had pitched in and kept everything up to date. She said they were very proud that they did not have any backlog of anything.

Commissioner Wells asked if there were any other issues with this budget and Ms. Baron replied yes.

Ms. Baron said she had a question about the Constable's cell phone. She said the Constable was on the old policy. She noted that this was found under communication services found on page 123. She said the Constable was under the policy that the county used to have that the county paid for half of his cell phone. She said that had worked real well. She said the county then came back and told them that it was time consuming writing a check and all of that. She asked if they should just change the plan and get the Constable a cell phone.

Mr. Pullium said staff was suggesting that instead of writing a check for this that the Constable follow the county's plan.

Chairman Dunn asked what the county's plan was.

Ms. Baron replied that the county's plan was that they all use a certain kind of phone and write one check for everybody's phone bill.

Mr. Pullium remarked that the other aspect to this was that there was a better rate for the county's plan and this would be a cost savings for the county.

Chairman Dunn asked what Ms. Baron meant by her comment that the Constable would pay for half of it.

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Ms. Baron replied that the Constable had a Nextel system. She said the Constable submits his bill, then she submits it and then the county pays for half of the Constable's personal cell phone bill. She said the county reimburses the Constable for half of his personal bill.

Chairman Dunn said the county should not be paying for any of the Constable's personal cell phone bill.

Ms. Baron interjected and remarked that the Constable uses the phone for the courts.

Chairman Dunn stated that the Constable was paying half of the total bill automatically. He felt many people do that.

Ms. Baron said this was the county's old policy.

Mary Holland said the difference was that staff would cut an actual check to the Constable.

Chairman Dunn said his phone bill charges come directly out of his paycheck.

Commissioner Wells said she did not have a county phone because she had her own private cell phone.

Ms. Baron remarked that Judge Floyd had a cell phone and the county pays for all of his bill. She said Judge Ruppenthal also has a cell phone and he pays the county depending on what the cell phone bill was. She said he was an attorney.

Commissioner Wells asked Ms. Baron if there were any other issues.

Ms. Baron replied that the other issue was concerning mileage as listed on page 124. She said staff had cut their mileage from \$1,500 to \$500 and said that they needed to use county vehicles when the judges go to the re-certification classes and so forth. She asked if there were county vehicles that were in good shape that would make it to Augusta, Georgia. She said a lot of times when the Constable has used a county's loaner vehicle, it breaks down and he travels locally in Fayette County.

Chairman Dunn asked who gives the Constable a loaner vehicle.

Ms. Baron replied Fleet Maintenance gives the Constable a loaner vehicle if he has to leave his vehicle with them for repair.

Mr. Cofty interjected that Fleet Maintenance had some loaner vehicles at their shop with probably less than 50,000 miles on them. He said that was the first time he had heard of any problems with the loaners.

Chairman Dunn said there were times when some of the people present need to travel for county business that they take a county car. He said the cars were in good shape.

Ms. Baron said she had a question on the re-certification classes that the judges go to and they were required by law to go. She said normally they take their wives with them. She asked if there was a problem with insurance or anything if their wives were in the county vehicles during these long distances.

Mr. Cofty replied that might be a problem.

Chairman Dunn felt their private insurance would cover that.

Mr. Cofty said he would check with Saville & Associates but as long as the Board of Commissioners authorizes them to use county vehicles then they should be covered.

Ms. Baron said they had another question regarding a computer. She said this was found on page 127.

Judge Floyd remarked that he had asked for a laptop computer. He said the idea was that it would be a more effective way of communicating. He said at the current time he generally comes in about two days a week during his off weeks. He said he serves a complete week every fourth week and then he comes in two days per week every other week for administrative issues. He said he has a litigation practice and it was very difficult to get to and from the court a lot. He remarked that if he were to look at the actual hours that he spends at the courthouse it would well exceed what was envisioned as the hours that they were paid for. He said he receives a salary of \$16,000 for services that he provides to the courts. He said by having a computer, this would allow him greater access to the office because everybody uses e-mail. He said he would be able to cut down on a lot of the trips that he currently makes to the court house.

Chairman Dunn asked if the county had a laptop computer that the Judge could use.

Judge Floyd remarked that there was a laptop computer in the office but it was designated on a judge's bench in the courtroom. He said for the most part they did not need one at that location.

Ms. Baron remarked that two of the judges use the laptop.

Mr. Pullium suggesting putting a regular computer at the judge's bench station and the laptop could be freed up for the Judge to use. He said there were some regular computers that would be available for the courtroom bench location.

Judge Floyd interjected that he certainly did not need a new laptop.

Judge Floyd said that would work fine if they put a stationery computer at the judge's bench thus allowing him use of the laptop.

Commissioner Wells asked if there were any other issues.

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Ms. Baron replied she had a question about computer supplies which was account number 531115 on page 126. She said they had asked for \$600 and staff had recommended \$350. She said they had eleven printers and four copiers and during the year several of these need toner cartridges. She said the toner cartridges that they had purchased from vendors recommended by the Purchasing Department cost \$70. She said most of the cartridges especially for the copiers cost approximately \$98 each. She said they were afraid that \$350 would not be enough money. She said they did not pad their budget and this was a "bare bones budget".

Mr. Pullium recommended adding \$250.

Commissioner Wells pointed out that they had already spent \$526 this year.

Judge Floyd pointed out the fact that since they had not spent this money last year that more than likely they would need to spend it this year.

Chairman Dunn clarified that the Board was recommending the \$600 that they had asked for.

Ms. Baron said she had just one more issue to discuss and that was communication supplies. She said they had asked for \$150 to purchase two radio batteries for their walkie talkies. She said they did not have to buy those this year.

Mr. Pullium remarked that the Magistrate had not budgeted any money for that.

Ms. Baron replied that was an error and she should have.

Chairman Dunn asked if this would be a supplemental request.

Ms. Baron said they needed \$150 since the batteries were \$75 each.

Commissioner VanLandingham said he had a question on page 121 under legal services. He said he understood the possibility of the county attorney working with judges to change legislation related to salaries ongoing.

Commissioner Wells said she had also noticed this and remarked that the County Attorney was not working with the judges. She said they had asked Attorney McNally about this issue and he was not working on that.

Judge Floyd remarked that he had asked the County Attorney to look at the possibility of a pay increase for the Magistrates because there had not been one in the past seven or eight years. He commented that the work load had certainly increased during that period of time. He said he had asked the County Attorney to look at the possibility of converting the office to at least a full time position and additional positions. He said the County Attorney told him that he could show what the legislation would look like because he had

seen it done in other counties and this was the way that the increase was determined. He said the County Attorney had done those two things separately because he did not present the request to establish a full time Magistrate's position to the Board of Commissioners. He said the County Attorney had done the research on that and provided them with a draft piece of legislation which would accomplish that. He said that was the extent of it and there was no ongoing relationship.

Chairman Dunn asked Judge Floyd if the County Attorney had billed him for that.

Ms. Baron replied yes, this was how the money was used.

Commissioner Frady asked which attorney had done this.

Judge Floyd replied Attorney Dennis Davenport.

Ms. Baron said this turned out to be \$1,100.

Commissioner Wells asked if this was the only legal assistance that they had required this year.

Ms. Baron replied yes and remarked that they had not gotten sued this year.

Judge Floyd said he would be pursuing the legislative request for a full time Magistrate position and he would anticipate some additional followup with him this year on that.

Chairman Dunn remarked that this was a county court and the request would have to come through the Commission first and not go straight to the Legislature.

Judge Floyd said he understood but stated that they have to present it to the Commission and it would have to be in the proper format as to what would be required if they were to present it to the legislative contingent. He said the Magistrate Court would be making the proposal to the Commission and the proposal would be self-contained.

Ms. Baron interjected that it would also require local legislation to change what was already written.

Commissioner Wells asked if there were any other questions, hearing none she said she would like to make a motion. She asked Tom Sawyer to first go over the changes in this budget.

Mr. Sawyer said computer supplies were increased to \$600. He said the communication supplies were reinstated in the amount of \$150. He said they were also adding one part time employee not to exceed 24 hours per week.

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On motion made by Commissioner Wells, seconded by Commissioner VanLandingham to approve the Magistrate Court's budget as discussed. The motion carried 5-0.

There being no further business to come before the Board, Chairman Dunn adjourned the meeting at 10:00 p.m.

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Karen Morley, Chief Deputy Clerk

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Gregory M. Dunn, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 12th day of August, 2004.

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Karen Morley, Chief Deputy Clerk