COUNTY DEPARTMENT AGENDA REQUEST

Department:	Elections	Presenter(s):	Thomas L. Sawyer
Meeting Date:	Thursday, June 9, 2011	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's request that the County enter into an Intergovernmental Agreement with the Town of Brooks allowing the Fayette County Board of Elections to act as Superintendent of Elections for all elections held in Brooks in 2011; and authorization for the Chairman to execute said agreement following its review by the County Attorney.

Background/History/Details:

The Town of Brooks has requested that the Fayette County Board of Elections conduct the town's November 8, 2011 Municipal General Election and all other elections that may be necessary in the year 2011. The town will be using the precinct which lies within the town limits of Brooks located at the Brooks United Methodist Church (2). There will be no cost to the County as the town, through the Intergovernmental Agreement, will be responsible for all costs associated with this election.

This Consent Agenda item is being presented to request authorization for Chairman Herb Frady of the Fayette County Board of Commissioners to sign the Intergovernmental Agreement between Fayette County and the Town of Brooks through the Fayette County Board of Elections, contingent upon the County Attorney's review and approval.

Fayette County's Election Office may be contacted for further information, if needed.

What action are you seeking from the Board of Commissioners?

Approval of staff's request that the Chairman of the Board of Commissioners be authorized, after review by the County Attorney, to sign an Intergovernmental Agreement with the Town of Brooks allowing the Fayette County Board of Elections to act as the Superintendent of Elections for all elections held in the town in 2011, including the November 8, 2011 Municipal General Election.

If this item requires funding, please describe:

There will be no cost to the County for conducting these elections. An invoice will be submitted to the Town of Brooks for incurred expenses and they will be required to remit payment within 30 days of receipt of the invoice.

Has this issue come before the Commissioners in the past?	No	If so, when?	
Do you need audio-visual for the presentation?	No	Back-up Material Submitted?	Yes

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	
Approved by Purchasing	Not Applicable	Approved by County Clerk	Yes
Administrator's Approval	Yes		

Staff Notes:

May 16, 2011

To : Fayette County Board of Commissioners
Herb Frady, Chairman

From : Fayette County Board of Elections / Voter Registration
Thomas L. Sawyer, Supervisor

Subject: Authorization for the Chairman to execute Agreement with the Town of Brooks for the Fayette County Elections Department to conduct the town's November 8, 2011 Municipal General Election and other 2011 elections as needed.

The Town of Brooks has signed an INTERGOVERNMENTAL AGREEMENT FOR CONDUCTING MUNICIPAL ELECTIONS asking that the Fayette County Board of Elections conduct the town's November 8, 2011 municipal general election and other elections as needed in 2011. The town will be using the precinct which lies within the City limits of Brooks – Brooks United Methodist Church (2) should an election be necessary. There will be no cost to the County as the town has agreed to be responsible for all direct out-of-pocket expenses associated with all these elections.

This Consent Agenda item is being presented to request authorization for Chairman Herb Frady of the Fayette County Board of Commissioners to sign the intergovernmental agreement with the Town of Brooks and Fayette County through the Fayette County Board of Elections. The County's Attorney, Scott D. Bennett, has been forwarded a copy of this agreement for his review.

Please contact the Elections office if you have questions or need additional information.

Sincerely,

Thomas L. Sawyer
Fayette County Elections / Voter Registration Supervisor
770.305.5138

STATE OF GEORGIA

COUNTY OF FAYETTE

INTERGOVERNMENTAL AGREEMENT FOR CONDUCTING MUNICIPAL ELECTIONS

This Agreement entered into between the TOWN OF BROOKS, a municipal corporation lying wholly or partially within Fayette County, Georgia, hereinafter referred to as "The TOWN" and Fayette County, Georgia, a political subdivision of the State of Georgia hereinafter referred to as "The County".

WITNESSETH:

WHEREAS, the Town in the performance of its governmental functions will hold the election hereinafter described; and,

WHEREAS, under the provisions of the Georgia Election Code, particularly O.C.G.A. §21–2–45 of the Official Code of Georgia Annotated, the Town may, by ordinance, authorize the County to conduct such election and the Town has heretofore adopted such an ordinance;

WHEREAS, the County has staff and equipment to conduct such election; and

WHEREAS, the County desires to assist said Town in the conduct of its municipal election.

NOW THEREFORE, for and in consideration of the premises contained herein, it is hereby agreed as follows:

1.

This Agreement shall govern the conduct of the Town of Brooks Special Election to be held on March 15, 2011 and the Municipal General Election to be held on November 8, 2011 and any and all run-offs which may be necessary.

2.

Fayette County through the Fayette County Board of Elections shall operate as superintendent of the aforementioned election and shall perform any and all functions of the Town or any of the Town's officials in connection with the conduct of such election with the exception of the new duties of the Qualifying Officer and notification of the State Elections Commission concerning candidacy compliance.

3.

A Town official shall operate as the Superintendent and shall be responsible as the Qualifying Officer and notification of the State Elections Commission concerning candidacy compliance.

4.

The County shall supply all of the necessary manpower and transportation to pick up, deliver, set up, store and return to the County all of the voting equipment used in the election along with all ancillary equipment and necessary supplies.

5.

All of the voting equipment shall be programmed by the Center for Elections located at Kennesaw State University.

6.

All absentee ballots shall be ordered, issued, mailed, and accounted for by the County.

7.

Staffing of the polling locations and training of the staff shall be provided by the County.

8.

All expenses and charges incurred in the performance of said elections (except for the actual cost of the State-owned voting system and State-owned ancillary equipment) shall be the responsibility of the Town. Said expenses and charges shall include but not be limited to the

following: all costs of training and providing personnel for the election, costs of printing, mailing and processing absentee ballots, the costs of expendable supplies and a pro-rated maintenance cost for the voting equipment. An invoice for the costs and expenses of the election shall be submitted to the Town and the Town shall remit payment of the invoice to Fayette County within 30 days of receipt of the invoice.

9.

The Town shall indemnify, defend and hold harmless the County from any liability and/or litigation expenses to which the County may be subjected as a consequence of or as a result of the election for the Town. The Town will furthermore reimburse the County for any and all necessary legal representation, by counsel chosen by the County, in any action arising from the conduct of Town elections. Said reimbursement shall be paid by the Town within thirty days of invoice by the County.

10.

This intergovernmental contract is a full and complete statement of the agreement of the parties as to the subject matter hereof and has been authorized by proper action of the respective parties.

11.

Should any provision of this Agreement or application thereof to any person or circumstance be held invalid or unenforceable, the remainder of this Agreement or the application of such provision to any person or circumstance, other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the full extent permitted by law.

Should it be necessary to comply with any legal requirements, the necessary members of the County's personnel may be temporarily sworn in as officers and employees of the Town.

FAYETTE COUNTY, GEORGIA

By: _____
Herb Frady, Chairman
Board of Commissioners

Attest:

_____

TOWN OF BROOKS

By: _____
Daniel C. Langford, Jr., Mayor

Attest:

_____

BOARD OF ELECTIONS

By: _____
Thomas L. Sawyer, Supervisor

Attest:

_____