COUNTY AGENDA REQUEST

Department:	Board of Commissioners	Presenter(s):	Chairman Charles W. Oddo
Meeting Date:	Thursday, May 14, 2015	Type of Request:	Old Business

Wording for the Agenda:

Discussion of the previous Board of Commissioners directive on the production of meeting minutes, review of time and analysis of minutes production, and comparison of minutes from other Georgia Counties for Board consideration regarding the production of County Commission meeting minutes.

Background/History/Details:

During the April 23, 2015 Board of Commissioners meeting, Chairman Oddo moved that the April 9, 2015 Meeting Minutes be tabled until May 14, 2015 to ask the County Clerk to provide the policy direction the production of minutes. The County Clerk provided the policy to the Board early the following week.

Staff is seeking direction from the Board on how minutes should be produced beginning with May 14, 2015 Minutes and proceeding in a go-forward basis.

"Attachment A" provides an analysis of the time and effort to produce the April 9, 2015 minutes to the Board.

"Attachment B" is a memo of findings from sixteen (16) other counties in Georgia in their production of minutes. Sample minutes from some responding counties are included with the memo.

What action are you seeking from the Board of Commissioners?

Staff is seeking direction on how the Board wants minutes produced beginning with the May 14, 2015 Minutes and continuing on a go-forward basis.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years?	Yes	If so, when?	Thursday, April 23, 2015
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

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

Staff Notes:

Analysis of the April 9, 2015 Detailed Minutes Presented to the Board of Commissioners for Approval. These minutes were tabled by the Board on April 23, 2015.

A) Detailed Minutes were produced for Old Business Item #7-8 based on Board direction given on August 1, 2012. The direction includes, in part:

If a Commissioner asks for his or her statement to be included in the minutes, then a word-for-word verbal transcript will be included in the minutes for the section of the Agenda where those comments occurred. This will include not only the requesting Commissioner's comments, but all comments given by any Commissioner, staff, or presenter relevant to that section of the meeting.

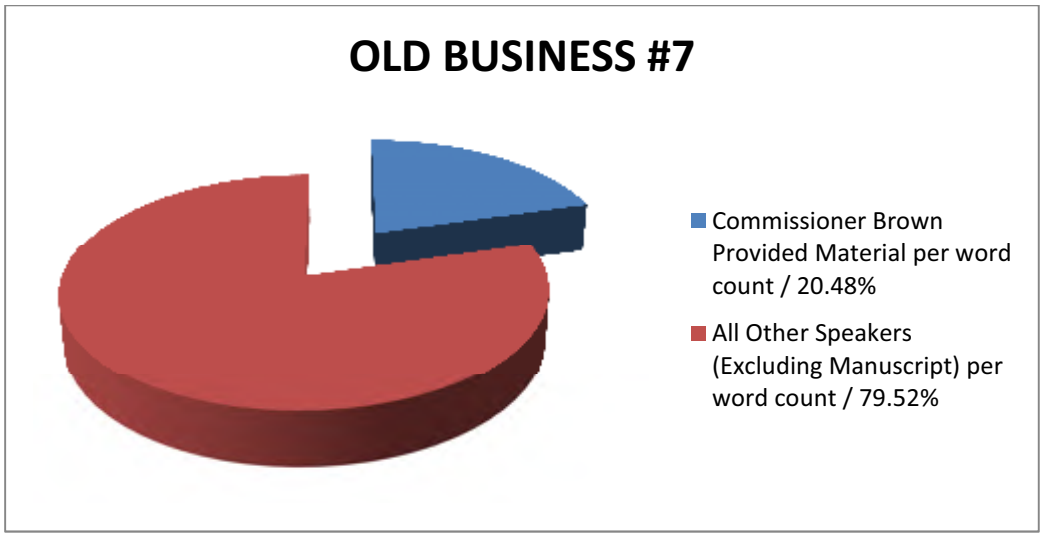
B) Commissioner Brown sent an email to the County Clerk on Friday, April 10 providing a nearly word-for-word manuscript of what he read into the record. There are a few, minor, and non-material deviations from what was provided to the County Clerk in written form and what was actually spoken during the meeting. These minor deviations can be attributed to the normal way a person speaks when reading a document. Commissioner Brown's manuscript is included in the minutes and is offset by italics font. Some slight deviations are highlighted in the attached minutes (see attached, pages 3 and 5).

C) The manuscripts provided by Commissioner Brown assisted in producing the detailed minutes, but, by necessity, could not provide the totality of what is required based on the Board's directive. The following two sections detail the material provided by Commissioner Brown in context of the overall production of the detailed minutes:

1) **Old Business #7** included a 945 word manuscript of nearly verbatim comments Commissioner Brown gave at the Commission meeting. His initial comments took 6:24 minutes to read into the record.

   Per the established board directive, detailed minutes were also produced for the ten (10) other speakers comprised of each Commissioner, the County Administrator, and five citizens who spoke at the public comment podium for an aggregate of 30:17 minutes of the audio recording. This portion of the detailed minutes contains 3,669 words.

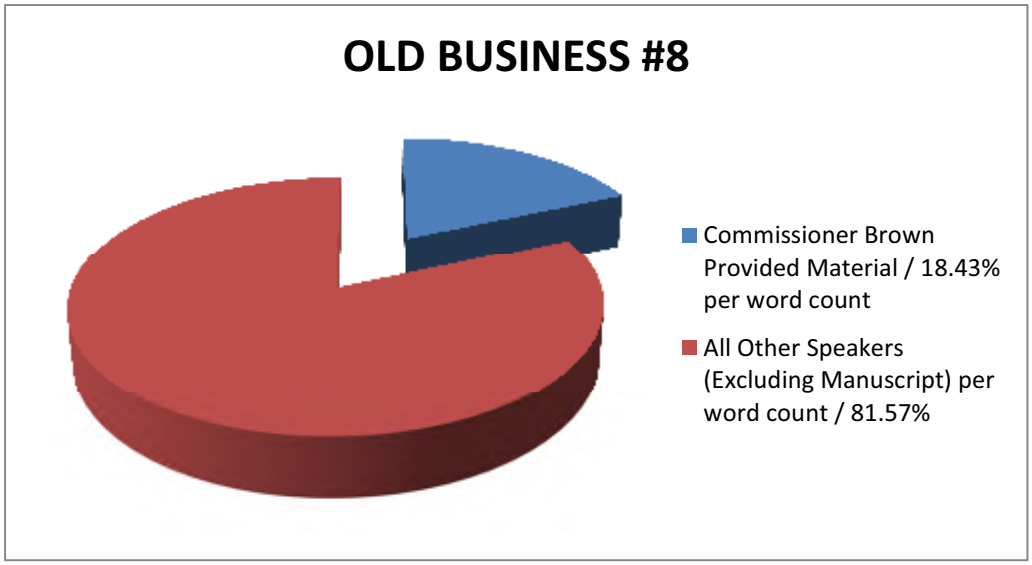
   Commissioner Brown's prepared statement is 20.48% of the total text (based on word count) for the Old Business #7 section of the minutes.



2) **Old Business #8** included an 895 word manuscript of nearly verbatim comments Commissioner Brown gave during the Commission meeting. His initial comments took 7:12 minutes to read into the record.

Per established board directive, detailed minutes were also produced for the five (5) speakers who discussed the matter of Old Business #8. The five speakers were each of the County Commissioners, excluding Commissioner Barlow, and the County Administrator who spoke for an aggregate 30:25 minutes of the audio recording. This portion of the detailed minutes contains 3,960 words.

Commissioner Brown's prepared statement is 18.43% of the total text (based on word count) for the Old Business #8 section of the minutes.



D. There are questions about the amount of effort that was required to produce April 9, 2015 Board of Commissioners detailed minutes. The concerns can be addressed by first considering that the detailed minutes can be divided between material provided by Commissioner Brown and the remaining material detailed into the minutes.

1) **Material Provided by Commissioner Brown:** Commissioner Brown provided written manuscripts of his comments for Old Business #7 and Old Business #8 to the County Clerk, via email, on Friday, April 10. It is agreed that providing the manuscripts was a professional courtesy since it was not required. Those manuscripts were copied and pasted into the minutes so it is also agreed that simply copying and pasting provided manuscripts involves minimal time and effort.

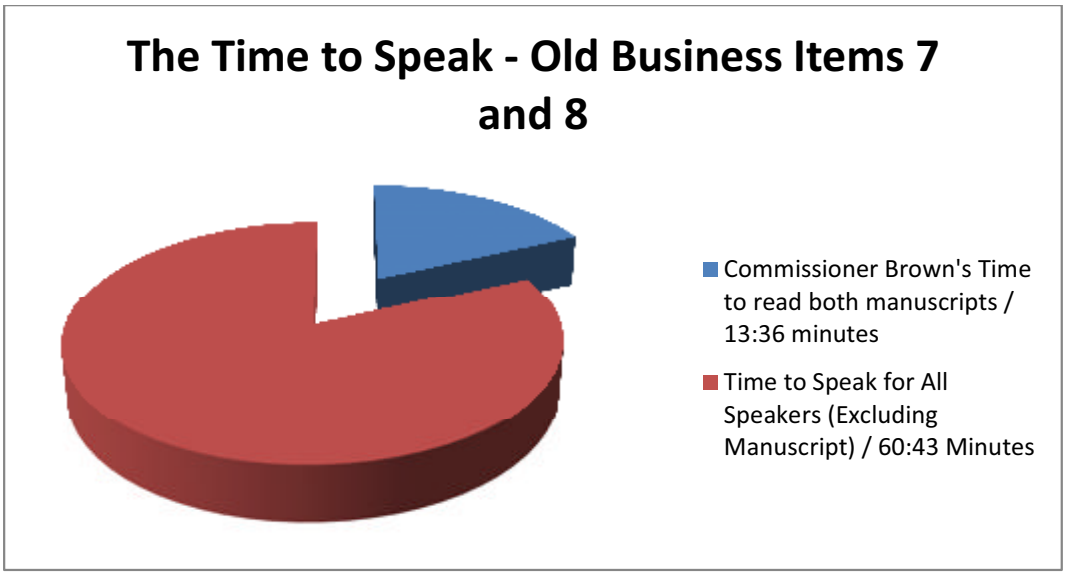
However, the County Clerk does not only copy and paste the manuscript into the minutes. The County Clerk must listen to the recording to determine if there are substantial or material changes between the provided manuscript and the spoken word. There were a few changes between the manuscripts to the spoken word and, in some cases; the changes were made to the manuscript. Other deviations between the provided manuscript and the spoken word were considered by the County Clerk to be nonmaterial and attributable to the various changes one would expect when a text is read out loud.

As noted above, Commissioner Brown took 6:24 minutes to read his first manuscript for Old Business #7 and he read his second manuscript for Old Business #8 in 7:12 minutes. This is an aggregate of 13:36 minutes of purely reading manuscripts into the record.

The level of effort it took for the County Clerk to copy and paste the manuscripts into the minutes, and then to listen to 13:36 minutes of audio recording to ensure the accuracy of what was provided took approximately twenty minutes of time and effort.

2) **Remaining Material Detailed into the Minutes:** The remaining material detailed in Old Business #7 and Old Business #8 could not be provided to the Clerk either prior to the April 9, 2015 Board of Commissioners meeting or after the meeting concluded, and it is the remaining material that is detailed into the minutes and that constitutes the lion's share of the effort to produce detailed minutes.

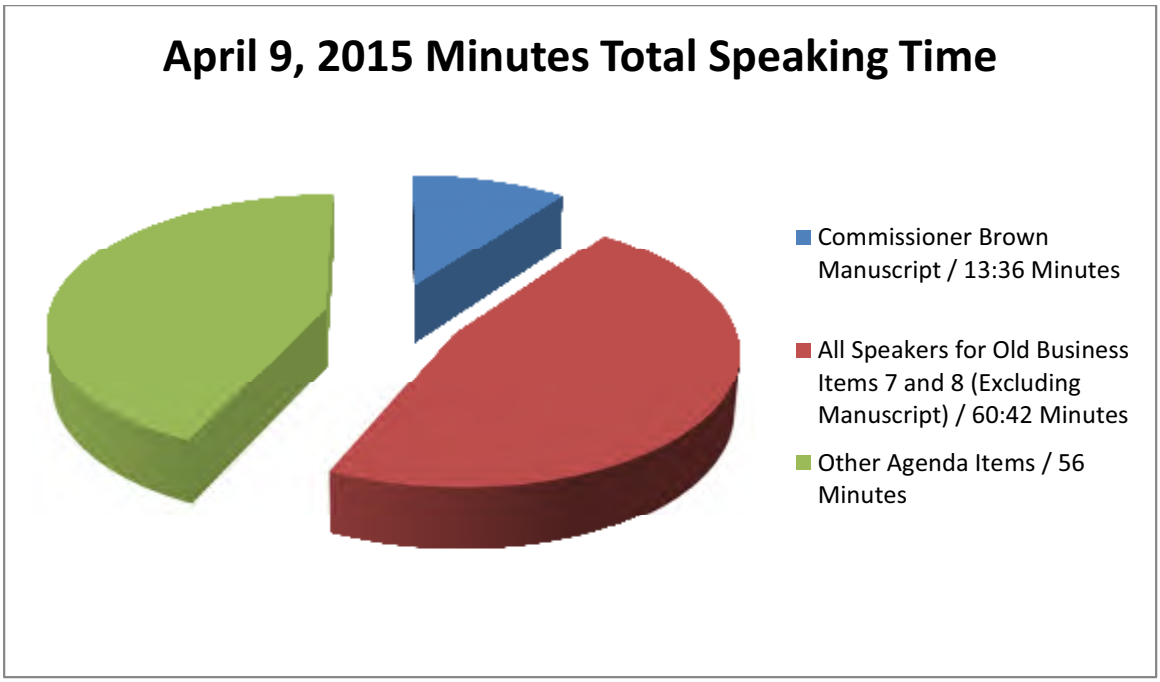
As provided earlier, the aggregate amount of additional speaking time for Old Business #7 was 30:17 minutes and the aggregate amount of additional speaking time for Old Business #8 was 30:25 minutes. Therefore, the total amount of additional speaking time for both items was 1:00:42.



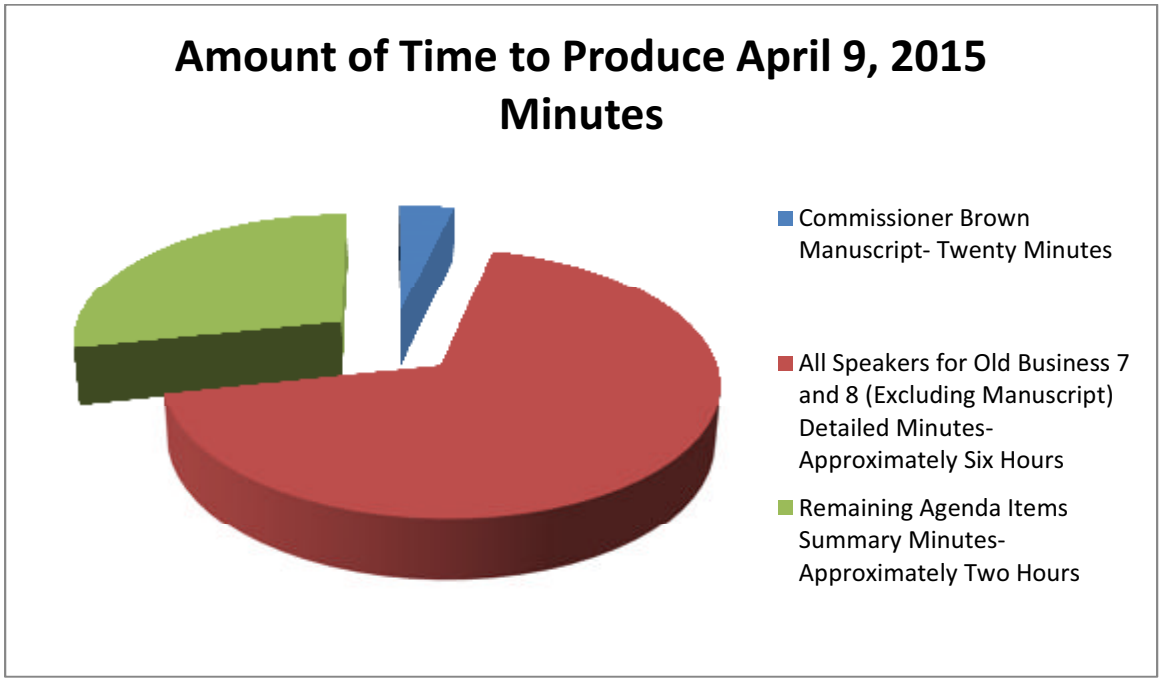
Producing detailed (not to mention verbatim) minutes requires slowing the audio recording to a point where the Clerk can hear, comprehend, and type the minutes of the meeting. The audio recording of a meeting may include ambient noises, often includes people speaking over each other, and ambiguity in what is actually stated or meant by a speaker. This requires the County Clerk to rewind the records and listen to what was said, sometimes three or four times, to what was actually said by a speaker in order to properly write into the minutes what was said. Other incidental factors that slow the production of minutes may include a speaker not speaking into a microphone, microphones not working properly, and technical difficulties. The production of minutes is further impeded by other necessities such as answering phone calls, meeting citizens, and other work requirements and deadlines that must be met. The fact is producing minutes is not simply typing from an audio recording since there are many factors involved in the production process.

In general, it takes approximately 2 1/2 hours of uninterrupted time to produce summary minutes for each hour a Commission meeting lasts. Detailed minutes take approximately six hours of uninterrupted time to produce for each hour the meeting lasts.

The April 9, 2015 Board of Commissioners meeting (excluding the Executive Session Meeting) lasted for 129 minutes of which 73 minutes was the discussion of Old Business #8 and Old Business #9 and the remaining 56 minutes encompassed the rest of the meeting.



Using the general amount of time that it takes to produce minutes in an uninterrupted setting, it took approximately six hours to produce detailed minutes for all the speakers who participated (excluding the manuscript) in the Old Business #7 and #8 section of the minutes portion of the April 9, 2015 Board of Commissioners meeting. It took another twenty minutes to include Commissioner Brown's two manuscripts into the minutes. Finally, it took an additional two hours to produce the remaining sections of the Agenda in summary form.



In conclusion, it took approximately eight hours and 20 minutes of essentially uninterrupted time to produce the April 9, 2015 minutes, of which it took approximately six hours and 20 minutes to complete Old Business #7 and #8.

This amount of time involved in producing the minutes required coming to the work on Saturday, April 11, 2015 from 10:30 a.m. and completing the work at approximately 7:00 p.m.

Attachment B

To: Chairman Charles Oddo

From: Floyd L. Jones

Date: May 7, 2015

Subject: Minutes Preparation in Georgia

<u>What is Required for Meeting Minutes?</u>

Georgia Law requires that minutes, at a minimum, must include: *"the names of the members present at the meeting, a description of each motion or other proposal made, the identity of the persons making and seconding the motion or other proposal, and a record of all votes. The name of each person voting for or against a proposal shall be recorded. It shall be presumed that the action taken was approved by each person in attendance unless the minutes reflect the name of the person voting against the proposal or abstaining."*

Fayette County's Code of Ordinances reads: *"The clerk of the board shall promptly record the minutes for each board meeting. The minutes shall specify the names of commissioners present at the meeting, a description of each motion or other proposal made at the meeting, the name of the commissioner who proposed each motion, the name of the commissioner who seconded each motion, and a record of all votes. It shall be presumed that a commissioner has voted in the affirmative unless the minutes show otherwise. More detailed information may be included in the minutes at the request of the board."*

There is often debate on what constitutes minutes and there are many viewpoints on the subject.

Robert's Rules of Order, which is often referenced in matters of public meetings and minutes, reads as follows:

The minutes should contain a record of what is done, not what is said. ***Minutes do not contain interjected personal comments or someone's opinion about what has happened.*** (*Webster's New World: Robert's Rules of Order Simplified and Amplified- Second Addition;* page 154. Emphasis added.)

<u>A Short History on Fayette County's Lengthy Minutes:</u>

Fayette County has a long history of producing detailed minutes. While the minutes have never truly been verbatim, they have been very extensive. It is not difficult to look into previous years and find minutes that are 25 pages or 35 pages long detailing the discussions that occurred with each meeting.

The detail was not necessary to fulfill Georgia law, but was expected by previous Boards in an effort to produce transparency. The result was that minutes were not being produced in a timely manner, ultimately negating transparency. As an example, the September 5, 2007 Meeting Minutes were not officially taken to the Board for approval until January 2, 2008. This delay was not due to a lack of effort from staff but rather was due to the amount of work required to produce the minutes.

When Fayette County acquired the ability to place audio recordings on the website around approximately 2008, the Board's direction concerning the production of minutes changed and minutes began to be produced that were substantially less detailed. This reduction in minutes caused concern that the county was being less than transparent and the minutes were enhanced but not brought up to the level of very detailed minutes. The county also began adding audio files to the website so citizens could hear the meetings. It is important to know that the dynamics of the public meetings were different from 2009 until the end of 2012. The Board did not generally engage in prolonged debates and public comments were limited to five minutes with little feedback from the Board. Furthermore, there was more staff in the County Clerk's Office in those days.

In August 2012, shortly after the long-term County Clerk and Chief Deputy Clerk took early retirement, I went to the Board asking direction on how minutes should be produced. My concern, primarily, dealt with the amount of time it would take to produce detailed minutes especially given reduced staff. The Board provided direction to produce summary minutes but included the provision that if a Commissioner asked for detailed minutes for a particular topic than a verbatim transcript would be provided for that topic

In 2013, the dynamics of the meetings changed. In an effort of provide greater interaction with the public, procedures were modified allowing unlimited public comments not only in the "Public Comments" portion of the meeting but also during consideration of individual commission items. The Board engaged the citizens with concerns. The Board also engaged in debates among itself. The result left staff making judgment calls between providing summary minutes in one hand and providing longer minutes in the other. Based on perceived needs and expectations, the minutes and the time and effort to produce them are growing.

Just as the dynamics of the meetings changed in 2013 so did Fayette County's technological advances change for the better. Fayette County acquired the ability to video its meetings, show the meetings on Channel 23, and provide instant access to the video through the website. These newly acquired capabilities provide greater transparency than Fayette County has ever had.

The newly available tools provide the ability to greatly reduce the scope of the minutes to essentially minimal requirements while benefitting citizens and staff by having legal and efficient minutes, freeing staff to address other duties on behalf of the citizens, and providing better access to the Commission meetings than has ever been available in Fayette's history.

Research on How Other Counties Produce Minutes:

On Monday, April 27, I emailed each of Georgia's County Clerks utilizing the Listserve capability provided by the Association of County Commissioners Georgia (ACCG). In my email, I asked each clerk the following questions:

1) What type of minutes do you produce for your respective counties (verbatim, summary, minimal requirements?), and

2) Do you use Voice Recognition Software to assist in producing comprehensive or word-for-word minutes? If so, what do you find as the pros and cons of that software?

Sixteen (16) counties responded to my questions: Banks, Effingham, Fulton, Glynn, Habersham, Hall, Harris, Hart, Heard, Lumpkin, Montgomery, Oconee, Pickens, Stephens, Tattnal, Telfair and Thomas. These sixteen counties represent a response from 10% of the 159 counties in Georgia

Minimal Required Minutes:

None of the responding counties reported that their minutes contain only the minimal requirements. For clarity, Minimal Required Minutes are those minutes that strictly provide the minimum information required by the State of Georgia.

Fayette County comes close to providing Minimally Required Minutes with its Retreat Minutes. (See Attachment A for examples of Fayette County's Retreat Minutes from 2013 and 2014.)

Summary Minutes:

Summary Minutes provide more information than what is minimally required but do not often provide details of what took place in the meeting.

County Clerks from eleven counties (Banks, Glynn, Habersham, Harris, Hart, Montgomery, Stephens, Oconee, Pickens, Telfair and Thomas) replied that they provide some variation of summary minutes.

Harris County indicated that its minutes are somewhat summarized but my impression is that its minutes fall between minimal state requirements and a summary.

Glynn and Habersham Counties responses were clearer than Harris County's that their minutes range between providing the minimal requirements and a summary of the meeting.

The County Clerks from Montgomery, Oconee and Stephens Counties reported that they provide summary minutes but add little more detail to the minutes if there is a controversial topic. Similarly, Telfair County reported that its minutes are summary in nature but can be verbatim if a particular topic is considered controversial. Telfair County further reported that there has not been a need for verbatim minutes in recent years.

Oconee County provides summary minutes, however, its website includes a video of the meeting that is accessible with the minutes.

Hall County indicated that their minutes range between summary and more detailed (but not verbatim) minutes. (See Example B for summary sample summary minutes from Banks, Glynn, Oconee and Hall Counties.)

Detailed Minutes:

Detailed Minutes provide a lengthy report of the events in a Board of Commissioners meeting, but they are not a word-for-word transcript of the meeting.

Four counties reported that they provide detailed minutes. Those four counties are: Effingham, Hall, Heard, and Lumpkin.

(Upon review of the minutes, I determined that while Hall County claims it provides detailed minutes the examples that I located appreared to be summary in nature.)

Effingham County provides detailed minutes and uploads video of its meetings to YouTube. Heard County reported that it provides minutes that are "somewhere between verbatim and summary," and the clerk opined that the minutes are too detailed.

Hall and Lumpkin Counties did not elaborate on their responses.

Based on the sample minutes provided in Examples A, B, and C, it seems that Fayette County's minutes would be considered by all responding County Clerks to be detailed minutes.

Fayette County may also be distinct from other counties since the current Board directive allows for a word-for-word transcript of a particular discussion at the request of a single Commissioner. No responding county indicated it has that type of directive from its board. (See Example C for sample detailed minutes from Effingham, Heard, Lumpkin and Fayette Counties.)

Verbatim, Word-for-Word Transcript:

Fulton County is the only responsive county that provides a word-for-word transcript of its meetings. According to the Fulton County Clerk, Fulton County contracts with a third-party vendor to develop/produce the verbatim transcription. The transcription is then placed into the Action Minutes (referred to in Fayette County as the "Action Agenda") and adopted as permanent minutes. An employee of the third-party vendor sits at each Fulton County Commission meeting to produce the verbatim transcript. The normal attendance fee for each meeting is $100 and there is a per page rate for the transcription at a cost from $8.00 to $10.00 per page." The Fulton County Clerk added that due to the length of the meetings, the "court reporters provide the transcript one week following" the meeting (See Example D for Verbatim Minutes from Fulton County.)

Voice Recognition Software:

No responding county reported utilization of Voice Recognition Software (VRS) for producing minutes.

Voice Recognition Software may be beneficial for those who type slowly or need to be able to type a prescribed number of words correctly since VRS only requires one to speak. Some believe that VRS is helpful for those who do not know how to spell words.

Drawbacks for VRS are that the software requires training to recognize the individual speakers' voices and the way speakers' speak. The software may not properly record heavily-accented voices, often cannot distinguish between inflection in the speakers voice (i.e., is the speaker joking, being sarcastic, or serious) and can fail to distinguish between similar sounding words. Sound quality (such as how loudly a person is speaking into a microphone) and other environmental factors (more than one person speaking at a time) are also disadvantages of the VRS capabilities. These drawbacks are significant since public meetings can involve many different people speaking on a variety of matters whose voices and speech patterns are foreign to the Voice Recognition Software while in disruptive or less than pristine environments. These drawbacks necessarily result in a loss of accuracy in a record and, therefore, staff would have to review the transcript with the recording to provide accuracy.

In short, while VRS software may provide a transcript of a meeting, the problems associated with the software and the resulting effort it would take to correct the problems may not bring efficiency to the production of minutes.

Recommendations:

Fayette County's technology has been augmented since 2012 when the Board provided its last directive on the production of minutes. That augmentation includes videoing each Board of Commissioners meeting, airing the meetings on Channel 23, and making the meetings available for immediate access on the County's website through Livestream. Today, if a person wants to know what occurred, word-for-word, in a meeting all that person has to do is watch the meeting via one of the three methods described above.

This newly available technology negates the need to regularly produce verbatim, detailed, or even summary minutes.

It is recommended Fayette County's minutes be provided in the following manner:

1) Provide the minimal, written elements in the minutes as required by State Law.

2) Supporting attachments from the Agenda Package and other documents such as Board-approved contracts, ordinances and resolutions will be incorporated into the minutes as Attachments. This recommendation follows the long-established procedure for county minutes.

3) A video of the meeting can be placed on the website next to the minutes clearly indicating a recording of the video is available for viewing. The video will compensate for the production of detailed or summary minutes. DVDs of each meeting can be made available through an Open Records Request.

4) If a video or audio recording of a Commissioner meeting is not available then the County Clerk or his/her designee may produce lengthier minutes as deemed reasonable.

5) Detailed minutes may be produced at the direction of a majority of the Board of Commissioners.

cc: Steve Rapson, County Administrator

Sixteen Counties Responded to How Minutes are Produced

There are 159 Counties in Georgia meaning
10% of Georgia's Counties responded to the request for information

Example A

Minimal Minutes

1) Fayette County 2013 Retreat Minutes
2) Fayette County 2014 Retreat Minutes

2013 RETREAT MINUTES
Friday, April 5, 2013
New Hope Baptist Church
South Peachtree City Campus

The Fayette County Board of Commissioners met in an Official Retreat on April 5, 2013 at 7:30 a.m. at the South Campus of New Hope Baptist Church located at 1563 Joel Cowan Parkway, Peachtree City, Georgia.

Commissioners Present:	Steve Brown, Chairman Charles Oddo, Vice Chairman David Barlow Allen McCarty Randy Ognio
Staff Present:	Steve Rapson, County Administrator Floyd Jones, County Clerk Dennis Davenport; Interim County Attorney Mary Holland, Chief Financial Officer Ted Burgess, Purchasing Director David Scarbrough, Interim Fire Chief Cheryl Rogers, Communications 911 Director Russell Prince, Information Systems Director Joe Scarborough, Permits and Inspections Director Joel Benton, Chief Appraiser Phil Mallon, Public Works Director Greg Ownby, Buildings and Grounds Director Bill Lackey, Fleet Maintenance Director Tony Parrott, Water System Director Chris Snell, Library Director Others

Breakfast (7:30am – 8:20am)

The Fayette County Board of Commissioners Retreat began on Friday, April 5, 2013 at 7:40 a.m. All Commissioners and many staff were present throughout the retreat. Other staff attended for short periods of time during the retreat.

At 7:40 a.m., Pastor Joe Pritchett, who also serves as Chief Executive Officer and Building Administrator, and another Executive Pastor who did not provide his name, welcomed the Board and staff to the location.

2013 PROPOSED BUDGET REVIEW

Financial Overview/Forecast

Chief Financial Officer Mary Holland discussed Financial Overview / Forecast for approximately 18 minutes, and answered questions from the Board. The Board did not take formal action and did not provide direction to staff on this matter. A copy of the Financial Overview / Forecast presentation document, identified as "Attachment 1", follows these minutes and is made an official part hereof.

1. **General Fund**

   Chief Financial Officer Mary Holland discussed the General Fund for approximately 14 minutes and answered questions from the Board. The Board did not take formal action and did not provide direction to staff on this issue. A copy of the General Fund presentation document, identified as "Attachment 2", follows these minutes and is made an official part hereof.

2. **Special Revenue Funds:**
   a. **E-911 Operations Fund**
   b. **Fire Fund**
   c. **EMS Fund**
   d. **Others (10)**
      i. **Jail Surcharge**
      ii. **Victim's Assistance**

   Chief Financial Officer Mary Holland spoke about Special Revenue Funds, specifically, the E-911 Operations Fund, the Fire Fund, and the EMS Fund. Ms. Holland stated there were two Special Revenue Funds that were in trouble, namely, the County Jail Special Revenue Fund and the Victims Assistance Surcharge Special Revenue Fund. Ms. Holland answered questions from the Board during the discussion on the Special Revenue Fund. The discussion on Special Revenue Funds lasted for approximately 19 minutes. The Board did not take formal action and did not give direction concerning the Special Revenue funds. A copy of the Special Revenue Funds presentation document, which includes presentation documents for the E-911 Special Revenue Fund, the Fire Services Special Revenue Fund, the EMS Special Revenue Fund, the County Jail Special Revenue Fund and the Victims' Assistance Surcharge Special Revenue Fund, identified as "Attachment 3", follows these minutes and is made an official part hereof.

   The Board took a 10 minute break after the Special Revenue Funds discussion.

3. **Proprietary Funds:**
   a. **Solid Waste Fund**
   b. **Water System Fund**
   c. **Stormwater Fund**

Chief Financial Officer Mary Holland quickly briefed the Board on the County's Proprietary Funds comprised of the Solid Waste Fund, the Water System Fund, and the Stormwater Fund. This discussion lasted a couple of minutes. The Board did not take formal action and did not give direction concerning Fayette County's Propriety Funds. A copy of the Proprietary Funds presentation document, which includes information on the Solid Waste Fund, Water System Fund, and Stormwater Management Fund, identified as "Attachment 4", follows these minutes and is made an official part hereof.

4. Internal Revenue Funds:

a. Workers' Compensation
b. Medical
c. Dental/Vision
d. Vehicle/Equipment Replacement

Chief Financial Officer Mary Holland updated the Board on the County's Internal Revenue Funds which are made up of the Workers' Compensation Self-Insurance Fund, the Major Medical Self-Insurance Fund, the Dental / Vision Self-Insurance Fund, and the Motor Vehicle / Equipment Replacement Internal Service Fund. Ms. Holland's update on the Internal Revenue Funds lasted approximately nine minutes. The Board did not take formal action and did not provide direction concerning Fayette County's Internal Revenue Funds. A copy of the Internal Revenue Funds presentation document, which includes document presentations on the Workers' Compensation Self-Insurance Fund, the Major Medical Self-Insurance Fund, the Dental / Vision Self-Insurance Fund, and the Motor Vehicle / Equipment Replacement Internal Service Fund, identified as "Attachment 5", follows these minutes and is made an official part hereof.

5. Tax Digest/Millage Rates

Chief Financial Officer Mary Holland and Chief Appraiser Joel Benton discussed the Tax Digest / Millage Rates Statistics with the Board and answered questions from the Board. They projected that the Tax Digest would decrease from $4.3 billion to $4.23 billion but that it would begin to increase in 2014. The update on the Tax Digest / Millage Rates Statistics lasted about eight minutes. The Board did not take formal action and did not provide direction on this matter. A copy of the Tax Digest / Millage Rates presentation document, identified as "Attachment 6", follows these minutes and is made an official part hereof.

6. Local Option Sales Tax

Chief Financial Officer Mary Holland updated the Board on the Local Option Sales Tax (LOST) issue. She said the County was trending with last year, but expected to be a little higher by the end of the year. This conversation lasted approximately two minutes. The Board did not take formal action and did not provide direction on this issue. A copy of the Local Option Sales Tax presentation document, identified as "Attachment 7", follows these minutes and is made an official part hereof.

7. Capital/CIP/ SPLOST Projects

Public Works Director Phil Mallon spoke to the Board about the County's current Capital, CIP and Transportation Special Purpose Local Option Sales Tax (TSPLOST) Projects. This update on the various projects and their current statuses lasted for approximately 16 minutes. The Board did not take formal action and did not provide direction for these projects. A copy of the Capital / CIP / SPLOST presentation document, identified as "Attachment 8", follows these minutes and is made an official part hereof.

The Board took a 21 minute break.

ITEMS FOR CONSIDERATION/DISCUSSION

Public Safety

1. Building Security

Buildings and Grounds Director Greg Ownby spoke to the Board about various proposals and available means to provide security to the Fayette County Administrative Complex Building. The Board discussed this item and proposed other options for consideration. This discussion lasted for approximately 30 minutes. The Board did not take formal action on this item. The Board asked staff to consider additional options including a shade system. This request will be addressed as a request during the Fiscal Year 2014 Capital budget. A copy of the Building Security presentation document, identified as "Attachment 9", follows these minutes and is made an official part hereof.

2. Stormwater Utility Options

County Administrator Steve Rapson updated the Board on various options concerning Stormwater Utility. The conversation lasted for approximately 54 minutes. During the conversation, the Board stressed that better communication needed to take place allowing the citizens to know about Stormwater Utility and other County issues.

The Board agreed to revise the Stormwater Utility Credits and for bills to reflect said revision. The Board agreed that communication to the public on this issue should include mailing postcards to all citizens who often do not receive newspapers or utilize the internet. The Board consented with the two-year SPLOST option with "fees taken out for the four-year period." The Board agreed that the Stormwater Utility Ordinance should be revised to include a penalty- potentially 10% penalty. The Board directed that SPLOST referendum be held in November 2013 allowing the citizens to vote on a Stormwater Utility SPLOST. It was suggested by Elections Supervisor Tom Sawyer that the cost for

the referendum election would be approximately $45,000.00. The election cost will be addressed as a request during the Fiscal Year 2014 budget. The Board did not give any other direction, and it took no formal action on this item or any direction provided. A copy of the Stormwater Management presentation document, identified as "Attachment 10", follows these minutes and is made an official part hereof.

The Board took a lunch break at 11:15 p.m. and returned to the retreat at 12:31 p.m.

Future Consideration & Direction

1. **Human Resources Policy and Procedure Amendments**
    a. **404.05 Status of Employment**
    b. **404.11 Nepotism**
    c. **404.13 Outside Employment**
    d. **404.21 Recruitment and Selection**
    e. **424.11 Health-Retiree**
    f. **432.01 Time & Attendance**
    g. **452.01 Separation of Employment**

Human Resources Director Lewis Patterson discussed Policy and Procedure Amendments with the Board including policy changes for Status of Employment, Nepotism; Outside Employment, Recruitment and Selection, Health-Retiree, Time and Attendance, and Separation of Employment. Mr. Patterson's presentation lasted for approximately 16 minutes. The Board consented to the proposed changes and directed that they be placed on the next available agenda for formal approval.

Administrator Rapson suggested that these types of policy and procedure amendments would not have to come to the Board in the future, and he recommended that these types of changes could be implemented when both the County Administrator and the Human Resources Director agree on a policy change. He suggested that the practice would be that the proposed changes would be emailed to the Board, and if any one Commissioner had a problem with the proposed changes then the issue would be placed on the next available agenda for consideration. The Board consented that similar Human Resources Policy and Procedure amendments could be approved by agreement from both the Human Resources Director and the County Administrator, so long as this suggestion was formally placed on an agenda and approved by the Board of Commissioners at the next Board of Commissioners meeting. A copy of the Human Resources Policy and Procedures Amendments, which includes presentation documents for Status of Employment, Nepotism, Outside Employment, Recruitment and Selection; Health-Retiree, Time and Attendance, and Separation of Employment, identified as Attachment 11", follows these minutes and is made an official part hereof.

2. **Financial/Purchasing Policy and Procedure Amendments**
    a. **210.01 P-Card**
    b. **250.01 Purchasing Policy & Procedures**
    c. **300.09 Travel**

County Administrator Steve Rapson discussed Financial / Purchasing Policy and Procedure Amendments with the Board. The specific discussion concerned amendments the P-Card, Purchasing Policy and Procedures, and Travel Policies. This discussion lasted for approximately 23 minutes.

The Board agreed to the proposed policy amendments and directed that the proposals be placed on the next available agenda for formal consideration. County Administrator Rapson suggested a delegation of authority to the County Administrator and Human Resources Director and Chief Financial Officer for these types of policy revisions, and said he would place such an item for the Board's consideration and approval at the April 25 meeting. A copy of Purchasing Policies and Procedures presentation document, which includes proposed amendments to the P-Card Policy, the Purchasing Policy and Procedures, and the Travel Policy, identified as "Attachment 12", follows these minutes and is made an official part hereof.

3. **Defined Benefit Plan Amendments**

County Administrator Steve Rapson discussed the Defined Benefits Plan with the Board, and he sought the Board's direction on how to amend the Defined Benefits Plan. The discussion on this topic lasted for approximately 41 minutes.

The Board consented to amend the Defined Benefits Plan by 1) Eliminating Pre-Retirement Death Benefits, 2) Eliminating Disability Benefits, 3) to Reduce the Benefit Multiplier from 1.50% to 1.25%; 4) to implement the Normal Retirement Age from 65 years old to 67 years old; 5) Increase the Average Annual Compensation from its current 7-year average to a 10-year average, and 6) Increase the current Vesting Period from 5 years to 10 years. The Board directed that each of these recommended amendments be placed on the next available agenda for formal consideration. The Board also asked for further evaluation on Option #2 as presented to them. A copy of the Defined Benefits Plan Amendments presentation document, identified as "Attachment 13", follows these minutes and is made an official part hereof.

4. **Open Meetings/Records/Parliamentary Procedures Overview**

Interim County Attorney Dennis Davenport gave an overview of Open Meetings / Open Records/ and Parliamentary Procedures to the Board. Chairman Brown suggested that it would be helpful to have discussion on House Bill 142 and House Bill 143, and its local impact. This overview lasted for approximately 27 minutes. The Board did not take formal action and did not give direction on this item. A copy of the Open Meeting / Records presentation document, identified as "Attachment 14", follows these minutes and is made an official part hereof.

The Board took a short break for approximately ten minutes.

Chairman & Commissioner Topics

1. **Fayette County Fire Services and Automatic Aid response times**

   County Administrator Steve Rapson and Interim Fire Chief David Scarbrough addressed the issue of Fayette County Fire Service and Automatic Aid response times. The discussion lasted for approximately eight minutes. The Board did not provide any direction and did not take any formal action on this matter. A copy of the Fayette County Fire Services and Automatic Aid Response Times presentation documents, identified as "Attachment 15", follows these minutes and is made an official part hereof.

Closing Remarks

Chairman Brown informed those in attendance that anyone wishing to contact him or provide information to him should work through Executive Assistant Tameca White, and he spoke highly about her ability to help him in his work.

County Administrator Steve Rapson credited several staff people including Executive Assistant Tameca White, County Clerk Floyd Jones, Mary Holland, Lewis Patterson, Ted Burgess, and Dennis Davenport for their work in organizing and working the retreat.

Adjournment

County Administrator Steve Rapson adjourned the April 5, 2013 Board of Commissioners Retreat at 2:43 p.m.

_____ _____

Floyd L. Jones, County Clerk **Steve Brown, Chairman**

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 25th day of April 2013.

_____

Floyd L. Jones, County Clerk

2014 RETREAT MINUTES
Friday, April 4, 2014
New Hope Baptist Church
South Peachtree City Campus

The Fayette County Board of Commissioners met in an Official Retreat on April 4, 2014 at 7:30 a.m. at the South Campus of New Hope Baptist Church located at 1563 Joel Cowan Parkway, Peachtree City, Georgia.

Commissioners Present:	Steve Brown, Chairman (present at 1:15 p.m.) Charles Oddo, Vice Chairman David Barlow Randy Ognio (present at 2:08 p.m.)
Commissioner Absent:	Allen McCarty
Staff Present:	Steve Rapson, County Administrator Floyd Jones, County Clerk Tameca P. White, Deputy County Clerk Dennis Davenport, County Attorney Mary Parrott, Chief Financial Officer Sheryl Weinmann, Assistant Chief Financial Officer Joel Benton, Chief Appraiser Lee Pope, Water System Director David Scarbrough, Fire Chief Phil Mallon, Public Works Director Pete Frisina, Community Development Director Vanessa Birrell, Environmental Management Deborah Sims, Environmental Management Joe Scarborough, Permits and Inspections Director Ted Burgess, Purchasing Director Bill Lackey, Fleet Maintenance Director Chris Snell, Library Director Tom Sawyer, Director of Elections Anita Godbee, Recreation Director Steve Rhodes, Buildings and Grounds Lewis Patterson, Human Resources Director
Others:	Pat Cooper, *Fayette Daily News* Ben Nelms, *The Citizen* John Munford, *The Citizen* Pota Coston Frank DeStadio, CH2M Hill

Note: *Commissioners Barlow and Oddo were present at the Retreat when it began at 7:30 a.m. As there were no other Commissioners present, there was no quorum of the Board for the first half of the Retreat. Chairman Steve Brown came to the Retreat at 1:15 p.m. and remained until the Retreat was adjourned. As the third Commissioner in attendance, Chairman Brown created a quorum of the Board. Commissioner Ognio came to the Retreat at 2:08 p.m. and remained until the end of the Retreat. The Minutes of the Retreat will begin at the Future Consideration & Direction portion of the Retreat when a quorum was present. Interested readers may refer to the Action Agenda of the Retreat for an accounting of earlier discussions.*

Future Consideration & Direction

1. Georgia Department of Behavioral Health and Development

Ms. Pam McCollum, Executive Director of the McIntosh Trail Community Service Board, briefed the Board on a proposed Crisis Stabilization Center that would service Fayette, Spalding, and Henry Counties. During the conversation, she suggested that the ideal location for the center was in Hampton, Georgia. The Board thought it was important that the center not be placed in a residential area. The Board agreed that Chairman Brown should meet with the Chairs of both Henry and Spalding Counties, have a joint conversation on the matter, and for Fayette County to consider being a funding partner for the Crisis Stabilization Center. The Board did not take an official vote on this matter. The discussion lasted approximately 22 minutes. A copy of the Georgia Department of Behavioral Health and Development presentation document, identified as "Attachment 1," follows these minutes and is made an official part hereof.

2. Senior Services Overview and Building Expansion

Mr. Dan Gibbs, representing Fayette Senior Services, briefed the Board on a proposed Facility Renovation and Expansion Request. The Board suggested that some of the renovation work could be done in-house by the Buildings and Grounds Department; saving money. County Administrator Steve Rapson recommended that $15,600.00 for the design work would enable Senior Services to do the expansion and other work as discussed. Mr. Gibbs added that the expansion project would not proceed until the project was fully funded. The Board agreed that the expansion project should be funded up to $15,600.00 and that the property should be staked off, saying it was a great plan. Chairman Brown also spoke briefly about a potential park in the area of the Justice Center and Senior Services that was being conceptualized by several citizens, and he said he wanted Senior Services to provide its thoughts on the matter. The Board did not vote on this matter. The discussion lasted approximately 22 minutes. A copy of the Senior Services Overview and Building Expansion presentation document, identified as "Attachment 2," follows these minutes and is made an official part hereof.

3. Lake Peachtree Dredging Project

Water System Director Lee Pope briefed the Board on three available options available for dredging Lake Peachtree. The first option was to dredge a dry lake bed, the second option was to dredge a filled lake and the third option was sedimentation mitigation that involves a joint partnership between Peachtree City, Fayette County Water System, the United States Geological Survey, and the Army Corps of Engineer. The third option, it was explained, would work in concurrence with either Option 1 or Option 2. Both options came with pros and cons. Commissioner Ognio came to the Retreat during this discussion at 2:08 p.m. The Board stated that it wanted the existing Intergovernmental Agreement (IGA) with Peachtree City to be re-written and to include in the IGA a deadline where only four-stroke engines instead of two-stroke engines would be allowed on Lake Peachtree. The Board also agreed to utilize Option 1 in conjunction with Option 3, to increase the capacity of the Lake Peachtree in preparation for future droughts, and to perform bore sampling in the lake. The Board did not vote on this matter. The discussion lasted approximately 21 minutes. A copy of the Lake Peachtree Dredging Project presentation document, identified as "Attachment 3," follows these minutes and is made an official part hereof.

4. Grant Incentive Program

County Administrator Steve Rapson discussed the Grant Incentive Program with the Board. The Board directed further evaluation on either hiring a new Grant Writer position and to further evaluate a countywide roll-out program. The Board did not vote on this matter. The discussion lasted approximately five minutes. A copy of the Grant Incentive Program presentation document, identified as "Attachment 4," follows these minutes and is made an official part hereof.

5. Proposed Fee Revisions

County Administrator Steve Rapson discussed proposed fee revisions with the Board. Many departments requested proposed fee revisions including the Environmental Health Department, the Fire Department, the Parks and Recreation Department; the Planning Department, the Public Works Department, and the Environmental Management Department. The Board expressed concern with some of the proposed fee revisions and expressed concern about the need or benefit for proposed fee revisions. The Board further suggested that the extra fees could be used to upgrade technology for use in the field; ultimately reducing staff cost while increasing efficiency. The Board directed staff to provide further evaluation of the proposed fee revisions and to place the revisions on the agenda when ready. The Board did not take a vote on this matter. The discussion lasted for approximately 44 minutes. A copy of the Proposed Fee Revisions presentation document, identified as "Attachment 5," follows these minutes and is made an official part hereof.

The Board and staff took an eleven minute break.

Chairman & Commissioner Topics

1. Street Light District Ordinance (Residential Only)

Engineering Technician Deb Sims briefed the Board on the history of the Street Light District, spoke about how assessments are calculated, told the Board about the pros and cons of the existing program, informed the Board about what other communities are doing with their Street Light Districts, and gave the Board various options on how to proceed. The Board directed staff to implement a pre-payment fee with a 20% surcharge and a $100.00 application fee. The Board did not vote on this matter. The discussion lasted for approximately 24 minutes. A copy of the Street Light District Ordinance presentation document, identified as "Attachment 6," follows these minutes and is made an official part hereof.

2. Tourist Accommodation Housing Ordinance

Code Enforcement Officer Kathy Hobbs briefed the Board on the Tourist Accommodation Housing Ordinance. Several citizens where were in attendance questioned staff and County Attorney Dennis Davenport about the effectiveness of the Tourist Accommodation Housing Ordinance. The Commissioners and staff addressed the questions from the citizens. The Board directed staff to finalize the ordinance and place it on the next available agenda. The Board did vote on this matter. The discussion lasted for approximately 29 minutes. A copy of the Tourist Accommodation Housing Ordinance presentation document, identified as "Attachment 7," follows these minutes and is made an official part hereof.

3. Development Authority Agreement

County Attorney Dennis Davenport informed the Board that earlier agreements have established a nine-member Board for the Development Authority. He explained that five members are appointed by the Board of Commissioners, and the other members are appointed by the City of Fayetteville, the Town of Tyrone, the Peachtree City Development Authority, and the Peachtree City Airport Authority. He told the Board that the Peachtree City Development Authority no longer exists, and he asked the Board how to proceed with filling the ninth position. The Board agreed to revise the Intergovernmental Agreement by giving the Peachtree City Airport Authority position to the City of Peachtree City, and for the Board of Commissioners to pick up the appointment that would have gone to the Peachtree City Development Authority. Attorney Davenport clarified that the Development Authority, based on the Board's directive, would have six members appointed by the Board of Commissioners, one appointment from the City of Peachtree City, one appointment from the City of Fayetteville, and one appointment from the Town of Tyrone. The Board agreed to that clarification. The Board directed Mr. Davenport to revise the Intergovernmental Agreement (IGA) and for the Chairman to present the IGA to the City of Peachtree City and the Peachtree City Airport Authority for their approval. The Board did not vote on

this matter. The discussion lasted for approximately nine minutes. There was no presentation document presented to the Board, meaning there is no attachment associated with this item.

4. **Fayetteville Partnership Opportunities Update**
   a. **Fire Services**

      County Administrator Steve Rapson updated the Board on Fayette County's Fire Consolidation Proposal, and he answered questions from the Board and from a couple of City of Fayetteville firemen who were present. Chairman Brown also spoke on this matter. The Board took no action and gave no direction on this matter. The Board did not vote on this matter. The discussion lasted for approximately 46 minutes. A copy of Fayette County's Fire Consolidation Proposal presentation document, identified as "Attachment 8," follows these minutes and is made an official part hereof.

   b. **Water Services**

      County Administrator quickly briefed the Board on Fayette County's Water Consolidation Proposal. The Board gave no direction and took no vote on this matter. The discussion lasted for approximately five minutes. A copy of Fayette County's Water Consolidation Proposal, identified as "Attachment 9," follows these minutes and is made an official part hereof.

Adjournment

Chairman Brown stated that County Administrator Steve Rapson put in a lot of work for a successful retreat. He said Mr. Rapson worked many days, nights, and wicked hours, and so he wanted to reward Mr. Rapson's wife for putting up with his hard work. Chairman Brown then gave Mr. Rapson a gift basket in appreciation for his work.

Mr. Rapson acknowledged that Chief Financial Officer Mary Parrott, Assistant Finance Officer Sheryl Weinmann, Water System Director Lee Pope, and Fire Chief David Scarbrough put in a lot of hours for the retreat.

County Administrator Steve Rapson adjourned the April 4, 2014 Board of Commissioners Retreat at 5:18 p.m.

_____ _____

Floyd L. Jones, County Clerk **Steve Brown, Chairman**

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 10th day of April 2014.

_____

Floyd L. Jones, County Clerk

Example B

Summary Minutes

1) Banks County
2) Glynn County
3) Oconee County
4) Hall County*

* Hall County's Clerk described the minutes as summary with detail

Eleven Responsive Counties Provide some variation of Summary Minutes

The Eleven Counties are: Banks, Glynn, Habersham, Harris Hart, Montgomery, Stephens, Oconee, Pickens, Telfair and Thomas

Banks County- Summary Minutes

The Banks County Board of Commissioners held their regular meeting on January 27, 2015 at 6:30 p.m. in the Board Room of the Banks County Courthouse Annex.

Members Present
Chairman Jimmy Hooper
Vice Chairman Charles Turk
Commissioner David Duckett
Commissioner Danny Maxwell
Commissioner Sammy Reece

Staff Present
County Attorney Randall Frost
Financial Officer Randy Failyer
County Clerk Jenni Gailey
Public Utilities Director Steve Reece
Chief Deputy Shawn Wilson

Media Present
Banks County News – Angela Gary
Access North Georgia – Rob Moore

1. Call to Order
Ch. Hooper called the meeting to order.

2. Approval of Agenda
Ch. Hooper stated *"Item 6. County Jail Septic System*" needed to be removed from the agenda.
Motion to approve the agenda as amended: Danny Maxwell
Second: Sammy Reece
Vote: 5:0
All aye votes and the motion passed.

3. Moment of Reflection
Ch. Hooper stated he saw lately on a newscast – "Holding the Powerful Accountable". He said basically the public does not trust people in authority anymore because of unlawful and unethical things they may have done. He stated that local leaders should hold themselves to a higher standard and if they cannot then they don't need to be in that position.

4. Pledge to the American Flag
Ch. Hooper led the Pledge to the American Flag.

5. State Patrol Post
State Patrol Colonel Mark McDonough was present to speak on the possibility of locating a Georgia State Patrol Post in Banks County. He stated all of the posts are built by communities that have a desire to have a post in their county. When they are notified that a community is interested – then the Public Safety Board is contacted and permission is given for the State Patrol to go and present the information

needed to build the post in that community. He also said there were currently 52 posts in Georgia with the most recent being Atlanta, Gwinnett and Hartwell. He stated the purpose of the State Patrol is to support local law enforcement including traffic enforcement and accident investigation. He stated there would be 14 troopers who serve Banks, Jackson " Barrow counties which equates to approximately 3 troopers for Banks County in a normal 24 hour period. Comm. Duckett asked if currently there were 4 Posts within 30 miles of Banks County. Colonel McDonough yes. Comm. Reece stated the State Patrol worked 607 traffic accidents in 2014 which was a help to the Sheriff's Department but the response time was longer. Vice Ch. Turk pointed out that if additional deputies were hired instead of troopers – this could result in approximately "150,000 additional costs and stated concerns with current State Patrol response time. Ch. Hooper asked if it would be possible for Jackson and Barrow counties to contribute to the construction of the post. Colonel McDonough stated that had never been done. Ch. Hooper asked the board if public input should be sought. Vice Ch. Turk stated he didn't have a problem with a public hearing to gather input. Ch. Hooper asked the board "Why now? Has there been an increase in traffic or wrecks?" He then stated he thought this was a priority but not the biggest priority at this time and that he could not justify to the citizens spending "1.4 million dollars when other things are needed that would benefit all citizens such as a fitness center, Senior Center addition, convention center and dirt roads being paved. He further stated he thought Jackson County and Barrow County would be on board if they thought it was a genuine need. Comm. Reece asked, "Is this not about public safety?" Ch. Hooper stated it was but he thought the Sheriff was doing a great job and that a State Patrol post was not the highest priority at this time. Comm. Duckett stated he felt the public should have input as well. Colonel McDonough stated if the county chooses to build the post, the cost would be approximately "1.4 million including land and prisoner labor. He stated construction materials only would be approximately "800,000. Comm. Duckett asked if the construction costs included furnishings. Colonel McDonough stated yes but all dispatching would be handled from the Gainesville post. Colonel McDonough also said the state patrol would handle maintenance on the building and property. Ch. Hooper asked if this would include a place for driver's license renewal. Colonel McDonough said no. Vice Ch. Turk stated out of the new Hart County post which covers Elbert, Hart " Franklin County, there were 22 impaired drivers caught, 300 citations and 300 warnings written in a 24 hour period. He then stressed "How many of those impaired drivers could have killed somebody". Ch. Hooper charged the board to vote what they thought was the best needs of the citizens of Banks County. Ch. Hooper and Comm. Duckett stated if the citizens wanted this then they would support it 100. . Chief Deputy Shawn Wilson spoke on behalf of Sheriff Carlton Speed who was at a Sheriff's conference. He said the Sheriff was in full support of a post in Banks County and that they appreciated the support from the Georgia State Patrol. Comm. Maxwell stated concerns with funding long range needs of the Sheriff if the county spent "1.4 million on a State Patrol Post. Wayne Abernathy of the Public Safety Board spoke in support of the post and stated he had never seen a community that did not want a post. He stated they are there to protect the citizens. Ch. Hooper reiterated that he thought this was a priority but he thought there were higher priorities in Banks County at this time.

6. County Jail Septic System
DELETED

7. County Code Amendments:

a. Restaurant Grease Traps Pumping Frequency Requirement ***Steve Reece***

Mr. Reece stated there have been times when some of the restaurant grease traps in the county needed pumping more than quarterly and asked *that "or as directed by the Banks County Water/Sewer Department"* be added to that code section.
Motion to approve the resolution: Jimmy Hooper
Second: Charles Turk
Vote: 5:0
All aye votes and motion passed. ***(Copy of resolution filed in Attachment to Minutes Book #9-6) 2015-01***

b. Packaged Alcohol Sales on Thanksgiving Day
Ch. Hooper stated that at a previous meeting the board agreed to discuss this at a later date. Vice Chairman Turk stated it had been said that Thanksgiving Day was not a religious holiday. He stated he disagreed and cited historical events where presidents referred to Thanksgiving Day as a religious holiday and stated he could not support sales on Thanksgiving Day.
Motion to approve the resolution: Jimmy Hooper
Second: David Duckett
Vote: 3:2
The vote was as follows:
Hooper: Yes
Turk: No
Duckett: Yes
Maxwell: Yes
Reece: No
Motion passed by majority vote. ***(Copy of resolution filed in Attachment to Minutes Book #9-6) 2015-02***

c. Alcohol for Consumption on the Premises Sales on Thanksgiving Day
Ch. Hooper stated this was for restaurants. Vice Ch. Turk stated he didn't think many of the restaurants that sold alcohol were open on Thanksgiving anyway.
Motion to approve the resolution: Jimmy Hooper
Second: David Duckett
The vote was as follows:
Hooper: Yes
Turk: No
Duckett: Yes
Maxwell: Yes
Reece: No
Vote: 3:2
Motion passed by majority votes. ***(Copy of resolution filed in Attachment to Minutes Book #9-6) 2015-03***

8. 2015 Probate Court/Magistrate Court Probation Services Agreement
Ms. Gailey stated this was a yearly agreement and the probation officer had met all the training requirements.
Motion to approve the agreement: Sammy Reece
Second: Danny Maxwell
Vote: 5:0
All aye votes and motion passed. ***(Copy of agreement filed in Attachment to Minutes Book #9-6)***

9. Executive Session – Land Acquisition & Personnel
Motion to enter into executive session to discuss land acquisition and personnel: Danny Maxwell
Second: David Duckett
Vote: 5:0
All aye votes and the executive session began at 7:05 p.m.

Motion to close the executive session: Danny Maxwell
Second: David Duckett
Vote: 5:0
All aye votes and the executive session ended at 7:20 p.m.
(Copy of executive session affidavit filed in Attachment to Minutes Book #9-6)

10. Adjournment
Motion to adjourn the meeting: Danny Maxwell
Second: David Duckett
Vote: 5:0
The meeting adjourned at 7:21 p.m.

_____
Jimmy Hooper, Chairman

_____
County Clerk
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Glynn County- Summary Minutes

MINUTES
REGULAR MEETING
GLYNN COUNTY BOARD OF COMMISSIONERS
HISTORIC GLYNN COUNTY COURTHOUSE
701 "G" STREET, 2ND FLOOR, COMMISSIONERS' MEETING CHAMBERS
THURSDAY, MARCH 19, 2015 AT 6:00 PM

PRESENT: Dale Provenzano, Chairman, District 2
Richard Strickland, Vice Chairman, District 3
Michael Browning, Commissioner, District 1
Bill Brunson, Commissioner, District 4
Allen Booker, Commissioner, District 5
Mark Stambaugh, Commissioner, At Large Post 1
Bob Coleman, Commissioner, At Large Post 2

ALSO PRESENT: Alan Ours, County Administrator
Aaron Mumford, County Attorney
Cindee Overstreet, County Clerk

INVOCATION AND PLEDGE

PUBLIC COMMENT PERIOD

Julian Smith spoke regarding agenda item 7 and traffic and parking on St. Simons Island.
John Dow spoke regarding the Village Creek boat ramp and parking area, the parking along Lord Avenue, and a landscape plan on East Beach causeway.

COMMISSION PRESENTATIONS AND ANNOUNCEMENTS

Chairman Provenzano announced a proclamation honoring the Brunswick High School Basketball Team who won the 2015 State Championship.

PROCLAMATION RECOGNIZING THE
BRUNSWICK HIGH SCHOOL PIRATES BASKETBALL TEAM'S
WINNING THE GEORGIA STATE CHAMPIONSHIP

WHEREAS, the citizens, staff, and commissioners of Glynn County express to the coaches and the members of the Brunswick High School Basketball Team our sincere congratulations for winning the Georgia State Championship; and

WHEREAS, the Board of Commissioners recognizes Brunswick High School Basketball Team members Darius Lampkin, Jaylen Jackson, Zach Moore, Nigel Lawson, Jabril Heck, Skylar Baggs, Matthony Mangram, Roger Davis, Lamar Beckham, Elijah Alston, Kymani Dunham, Michael Bostic, DaQuan Humphries, Chris Reed, and Danijah Gammage for their accomplishments, hard work, dedication, perseverance and love of basketball, and

WHEREAS, the Brunswick High Pirates Basketball Team, under Head Coach Chris Turner, Assistant Coach Scott Ginn, Principal Toriano Gilbert, Athletic Director Steve Waters, and Athletic Coordinator Marlowe Hinson is to be recognized and honored for their outstanding 2015 basketball season; and

WHEREAS, by its extraordinary efforts, this dynamic team progressed achieving the state championship title and ending the final game against Allatoona with a score of 49-32; and

WHEREAS, the excellent performance, devotion, and commitment of these young men, along with their coaching staff, have proven to be a source of admiration and inspiration to the citizens of Glynn County; and
WHEREAS, Glynn County is proud of the State Championship the team has earned and the honor they have brought to our community by their good sportsmanship and inspired team play.
NOW, THEREFORE, BE IT PROCLAIMED, by the Glynn County Board of Commissioners that it congratulates the Brunswick High School Basketball Team and its coaches for their outstanding accomplishment.
IN WITNESS WHEREOF, I set my hand this 19th day of March, 2015.

PUBLIC HEARING – Alcoholic Beverage License

1. Consider the issuance of a license for a 2015 alcoholic beverage license for Sportsman Package Store, 4198 Norwich Street Ext, Brunswick, GA. The license is to sell distilled spirits, malt beverages and wine not for consumption on premises. Ramesh Patel, licensee. (Occupation Tax/Chief Doering) REPORT

Ramesh Patel, licensee, was present at the meeting as required by ordinance. Police Chief Matt Doering said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

A motion was made by Commissioner Strickland and seconded by Commissioner Browning to approve the issuance of a 2015 alcoholic beverage license for Sportsman Package Store. The motion carried unanimously.

2. Consider the issuance of a 2015 alcoholic beverage license for offsite catering for Copper Pig, 704 Mall Blvd., Brunswick, GA. The license is to sell distilled spirits, malt beverages and wine for consumption off premises of a restaurant. Sunday sales permitted. This is a new 2015 license. Thomas Jones, licensee. (Occupation Tax/Chief Doering) REPORT

Thomas Jones, licensee, was present at the meeting as required by ordinance. Police Chief Matt Doering said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

A motion was made by Commissioner Browning and seconded by Commissioner Stambaugh to approve the issuance of a 2015 alcoholic beverage license for offsite catering for Copper Pig. The motion carried unanimously.

3. Consider the issuance of a 2015 alcoholic beverage license for Blue Martini Bar & Grill, 360 Mall Blvd, Brunswick, GA. The license is to sell distilled spirits, malt beverages and wine for consumption on premises of a restaurant. Sunday sales permitted. This is a new 2015 license. Ricardo Hurtado, licensee. (Occupation Tax/Chief Doering) REPORT

Ricardo Hurtado, licensee, was present at the meeting as required by ordinance. Police Chief Matt Doering said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

A motion was made by Commissioner Brunson and seconded by Commissioner Coleman to approve the issuance of a 2015 alcoholic beverage license for Blue Martini Bar & Grill. The motion carried unanimously.

CONSENT AGENDA – General Business

4. Approved the minutes of the regular meeting held March 5, 2015, subject to any necessary corrections. (C. Overstreet)

5. WSV2995 –7141 Scott Everett Road: Approved the issuance of a water and sewer variance, as outlined in Section 606.1 of the Glynn County Subdivision Regulations, for a 1.270-acre portion of a 4.73-acre parcel, zoned FA (Forest Agricultural) located on Scott Everett Road. The closest water and sewer connections are located over 2,000 feet from this property. Parcel ID: 02-01418. Casey Smith, applicant and agent for Jimmy Smith. (D. Hainley) REPORT Resolution #R-12-15

6. Authorized the release of Requests for Bids for a bike/multipurpose trail study consultant. This begins the process to retain the services of a planning firm to analyze the existing and projected bike and pedestrian demands. (D. Hainley) REPORT

7. Authorized the release of Requests for Bids for a St. Simons Island traffic study consultant. This begins the process to retain the services of a traffic engineering firm to analyze the existing and projected traffic on the island. (D. Hainley) REPORT

8. Appointed R. Wayne Johnson to the Board of Governors of the Brunswick and Glynn County Development Authority to fill the unexpired term of Harold Baxter, Jr., (who resigned effective January 1, 2015), beginning on the date of his appointment and ending the later of July 31, 2016, or until his successor is appointed. REPORT Resolution #R-13-15

9. Approved the nomination of Keith Crusan to serve on the Coastal Area District Development Authority (CADDA) Board. The CADDA Board and Coastal Regional Commission (CRC) will make the final appointment. Mr. Crusan was the only applicant. This 3-year term begins in May. REPORT

10. Appointed Paul Fisher to serve another term on the Glynn County Zoning Appeals Board. This term begins April 1, 2015, and ends March 31, 2019. REPORT

11. Approved an Agreement for use of GIS Software with the City of Brunswick and the Joint Water and Sewer Commission (JWSC) to allow these entities to utilize Glynn County's GIS software. (W. Worley) REPORT

12. Approved an agreement with QPublic (dba The Schneider Corporation) for integrated damage assessment model web based service in the amount of $3,000 with funding provided by the FY16 operating budget. (R. Nyers) REPORT

CONSENT AGENDA – Finance Committee

13. Received the monthly Workers Compensation Report. (O. Reed) REPORT

14. Declared certain unusable items as surplus and approved the disposal of these items in the best interest of the County. (FC Vote: 2-0) (R. Grolemund) REPORT

15. Authorized the Recreation Department to advertise a public hearing to increase the fees charged and add two new participation options at the Neptune Fun Zone. (FC Vote: 2-0) (W. Davis) REPORT

16. Authorized the acceptance of two, 1987 AM General Hummers and a 1992 Harsco-BMY, 5-ton truck donated by GEMA. (FC Vote: 2-0) (N. Jump) REPORT

17. Authorized the acceptance of a 2015 Ford F150 Police Package Truck donated by the Darien Police Department. (FC Vote: 2-0) (N. Jump) REPORT

18. Authorized acceptance of two 2015 Georgia County Internship Program grants from the Association County Commissioners of Georgia (ACCG) Civic Affairs Foundation totaling $4,348, which will allow the Finance Department and the Human Resources Department to hire summer interns.(FC Vote: 2-0) (T. Miller) REPORT

19. Approved the Cancellation of Promissory Note and Release of Security Interest for the Economic Development Revolving Loan to Glynco Machine Company, Inc. (FC Vote: 2-0) (T. Miller) REPORT

20. Approved a request from Charles Cole, attorney for Distinctive Housing Solutions, that the following taxes be waived:

Parcel	Tax Year	Total Due
03-05595	2011	$2,377.93
	2010	$2,580.97
03-18946	2011	$1,964.83
	2010	$2,130.27
	2009	$2,274.19
	2008	$3,062.44
03-02333	2010	$9,593.11
03-14387	2011	$5,456.51
	2010	$5,929.84. (FC Vote: 2-0) (F. Dees) REPORT

21. Denied a request from Nicole Bagley, representing the Brenn Foundation, that penalties and interest paid for tax year 2014 on Parcel #04-00216 in the amount of $796.85, and parcel #04-0223 in the amount of $771.96 be refunded. (FC Vote: 2-0) (F. Dees) REPORT

22. Denied a request from Mitul Patel, Welcome Hotels of Brunswick, that penalties and interest paid for tax years 2011-2013 on PP#156561-1 in the amount of $1,029.61 be refunded. (FC Vote: 2-0) (F. Dees) REPORT

23. Denied a request from Jaye Parsons that interest paid for tax year 2014 on parcel #06-0549 in the amount of $55.53 be refunded. (FC Vote: 2-0) (F. Dees) REPORT

24. Approved the corrections and exemptions to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, February 5, 2015, meeting with clarification that this does not approve a tax refund. (FC Vote: 2-0) (R. Glisson) REPORT

25. Approved the corrections and exemptions to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, February 19, 2015 meeting with clarification that this does not approve a tax refund. (FC Vote: 2-0) (R. Glisson) REPORT

26. Approved a budget amendment to use $20,000 from the Drug Abuse, Treatment, and Education Fund (DATE) fund balance to be transferred to the Drug Court Scholarship Fund. (FC Vote: 2-0) (S. Kelley) REPORT

27. Authorized a budget increase in the amount of $10,000 to purchase a rugged terrain vehicle (RTV) for daily trash removal on the beaches of St. Simons with funding to be provided by the Accommodations Excise Tax Fund fund balance. (FC Vote: 2-0) (W. Davis) REPORT

28. Authorized a budget increase in the amount of $32,750 to cover operating costs in the Police Department's Animal Control program budget with funding to be provided by the General Fund fund balance. (FC Vote: 2-0) (M. Doering) REPORT

29. Approved the personnel contracts with the University System of Georgia's (UGA) Cooperative Extension Office to extend the County Ag Agent contract and include the Cooperative Extension Coordinator position through June 30, 2016. (FC Vote: 2-0) (A. Ours) REPORT

30. Approved the issuance of a purchase order for one Dodge Charger pursuit vehicle to Akins Ford Dodge Jeep Chrysler in the amount of $25,214.36 with funding in the amount of $1,702.99 provided by the Capital Projects Fund. (FC Vote: 2-0) (N. Jump) REPORT

31. Awarded the July 4, 2015 fireworks show to J&M Displays for $35,000 with funding provided by the FY15 operating budget and the administrator's contingency. (FC Vote: 2-0) (T. Miller) REPORT

32. Awarded the bid for replacing the roof at Fire Station 1 to Brazos Ureathan, Inc. in the amount of $71,317 with funding in the amount of $42,750 to be provided by the FY15 Fire Department Budget and $28,567 to be provided from the Fire Fund fund balance. (FC Vote: 2-0) (S. Gardner) REPORT

~~33.~~ Authorize staff to issue a solicitation for the architectural and engineering services (A&E) and upgrades to the Animal Control Building, 4765 US Highway 17 N, with funding provided by the General Fund fund balance. (FC Vote: 2-0) (B. Mauney) *This item was removed from the consent agenda at the request of Commissioner Coleman.* REPORT

34. Authorized the Fire Department to have the Joint Water and Sewer Commission (JWSC) complete the hook-up to public water for Fire Station 6 based on the submitted estimate of $6,137.84 along with an additional amount not to exceed $800 to make the connection to

the station with funding to be provided by the Fire Fund fund balance. (FC Vote: 2-0) (S. Gardner) REPORT

CONSENT AGENDA – Pension Committee

35. Approved the Glynn County Defined Benefits Pension Plan Investment Policy Statement (PC Vote 9-0) REPORT

A motion was made by Commissioner Strickland and seconded by Commissioner Booker to approve all items on the consent agenda, except item 33 which was pulled for discussion. The motion carried unanimously.

ITEMS REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION

33. Authorize staff to issue a solicitation for the architectural and engineering services (A&E) and upgrades to the Animal Control Building, 4765 US Highway 17 N, with funding provided by the General Fund fund balance. (FC Vote: 2-0) (B. Mauney) REPORT

A motion was made by Commissioner Coleman and seconded by Commissioner Stambaugh to authorize staff to issue a solicitation for the A&E services and upgrades to the Animal Control Building. The motion carried unanimously.

GENERAL BUSINESS

36. Consider an amendment to the Glynn County Code of Ordinances, Glynn County, Georgia, Chapter 2-3, revising the Liquor, Malt Beverages and Wine Ordinance. REPORT

A motion was made by Commissioner Strickland and seconded by Commissioner Stambaugh to approve the amendment to the Glynn County Code of Ordinances, Section 2-3-16 of the Liquor, Malt Beverage and Wine Ordinance of Glynn County to provide additional guidance and instruction on the method of measurement in Subsection b) pertaining to the required distance between a package store and an area zoned for residential uses, to add a subsection i) to provide for an exception to the required distance between a package store and an area zoned for residential uses under limited circumstances, and for other purposes. The motion carried unanimously. Ordinance #O-2015-03

37. Consider awarding the bid for ADA compliance of Glynn County Selden Park, 100 Genoa Martin Drive, to the lowest responsive bidder, A&M Builders & Erectors of Brunswick, GA in the amount of $241,845 with funding to be provided by the General Fund fund balance. (FC Vote: 2-0) (B. Mauney) REPORT

A motion was made by Commissioner Strickland and seconded by Commissioner Coleman to approve the award of the bid. The motion carried unanimously.

38. Consider awarding the bid for the ADA compliance of the Selden Park playground equipment to the lowest responsive bidder, Southern Playgrounds, Inc. of Marietta, GA in the amount of

$115,680 with funding to be provided by the General Fund fund balance. (FC Vote: 2-0) (B. Mauney) REPORT

A motion was made by Commissioner Brunson and seconded by Commissioner Coleman to approve the award of the bid. The motion carried unanimously.

39. Consider awarding the bid for the Georgia Department of Transportation's 2015 Local Maintenance & Improvement Grant (LMIG) for resurfacing and restriping of county roads to Seaboard Construction Company of Brunswick, GA, the lowest responsive and responsible bidder, in the amount of $1,175,831 with funding from 4580.54390.LMIG in the amount of $900,000 and $275,831 from Capital Projects Fund fund balance. (FC Vote: 2-0) (D. Austin) REPORT

A motion was made by Commissioner Strickland and seconded by Commissioner Browning to approve the award of the bid. The motion carried unanimously.

40. Consider awarding a bid to Lindsay Precast in the amount of $506,706 to furnish the Concrete 10'x4' Box culvert for the Canal Road Improvement project subject to the "Canal Crossing Development Project Resolutions" conditions being met. (FC Vote: 2-0) (D. Hainley) REPORT RESOLUTIONS

A motion was made by Commissioner Brunson and seconded by Commissioner Coleman to approve the award of the bid. The motion carried unanimously.

41. Consider awarding a bid to East Coast Asphalt, LLC in the amount of $2,919,440.60 to perform the Canal Road Improvement project subject to the "Canal Crossing Development Project Resolutions" conditions being met. (FC Vote: 2-0) (D. Hainley) REPORT RESOLUTIONS

A motion was made by Commissioner Strickland and seconded by Commissioner Booker to approve the award of the bid. The motion carried unanimously.

PUBLIC HEARING – Appeal of Alcoholic Beverage License Denial

42. Conduct a public hearing and consider Parin Patel's appeal regarding the Board of Commissioners' February 5, 2015, denial of his alcoholic beverage license application for Parin Patel, LLC 6133 New Jesup Hwy., Brunswick, GA. The application is for a license to sell distilled spirits, malt beverages and wine not for consumption on premises. (Occupation Tax/Chief Doering) REPORT

Doug Adams, attorney for Mr. Patel, asked the Board to defer this item to the next meeting.

A motion was made by Commissioner Strickland and seconded by Commissioner Stambaugh to defer this item to the Board's April 2, 2015, meeting. The motion carried unanimously.

43. Conduct a public hearing and consider David Hamby's appeal regarding the Board of Commissioners' March 5, 2015, denial of his alcoholic beverage license application for Hamby's By Air Package, 134 Retreat Plaza, Unit A, St. Simons Island, GA. The application is

for a license to sell distilled spirits, malt beverages and wine not for consumption on premises. (Occupation Tax/Chief Doering) REPORT

This application was denied on March 5, 2015, because the applicant's property was within 200 yards of residential properties using the straight line measurement between the proposed location of the package store and the residential area behind the shopping center.

County Attorney Aaron Mumford advised that since the Board had adopted an amendment to the alcohol ordinance earlier in the meeting, that ordinance was in place and should be followed for this hearing. Since there is a natural, physical, or permanent barrier between the proposed location of the package store and the residential area behind the shopping center, the actual distance of travel on the ground could be used to measure the distance. The distance of travel between the proposed package store location and the residential locations is greater than 900 feet; therefore, the license could be issued.

This item was opened for public comment and David Hamby, Garrett Meader, attorney for Mr. Hamby, and Robert Shoreman asked for the license to be issued.

A motion was made by Commissioner Coleman and seconded by Commissioner Strickland to approve the issuance of the alcoholic beverage license for Hamby's By Air Package. The motion carried unanimously.

EXECUTIVE SESSION/POST EXECUTIVE SESSION ACTION

A motion was made by Commissioner Browning and seconded by Commissioner Coleman to adjourn to executive session to discuss pending litigation. The motion carried unanimously.

BACK IN SESSION

A motion was made by Commissioner Strickland and seconded by Commissioner Brunson to adjourn executive session and enter regular session. The motion carried unanimously.

A motion was made by Commissioner Strickland and seconded by Commissioner Browning to approve the executive session minutes of March 5, 2015. The motion carried unanimously.

A motion was made by Commissioner Strickland and seconded by Commissioner Stambaugh to approve the County Attorney's recommendations regarding pending litigation. The motion carried unanimously.

There being no further business, the meeting adjourned at 8:05 p.m.

_____

Dale Provenzano, Chairman
Board of Commissioners
Glynn County, Georgia

Attest:

Cindee S. Overstreet, Clerk

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Oconee County- Summary Minutes

MEETING DATE	AGENDAS	MINUTES	VIDEOS
January 6, 2015	AGENDA	MINUTES	VIDEO
January 22/23, Planning	NOTICE	MINUTES	VIDEO
January 27, 2015	AGENDA	MINUTES	VIDEO
February 3, 2015	AGENDA	MINUTES	VIDEO
February 16, 2015 Work	NOTICE	MINUTES	VIDEO
February 18, 2015 Work	NOTICE	MINUTES	VIDEO
February 23, 2015 Work	NOTICE	MINUTES	VIDEO
February 24, 2015	AGENDA	MINUTES	VIDEO
March 3, 2015	AGENDA	MINUTES	VIDEO
March 9, 2015 Called	NOTICE	MINUTES	VIDEO
March 16, 2015 Budget	NOTICE	MINUTES	VIDEO
March 17, 2015 Budget	NOTICE	MINUTES	VIDEO
March 18, 2015 Budget	NOTICE	MINUTES	VIDEO
March 19, 2015 Called	NOTICE	MINUTES	VIDEO
March 26, 2015 Called	NOTICE	MINUTES	VIDEO
March 31, 2015	AGENDA	MINUTES	
April 7, 2015			

The Agenda Setting Meeting of the Oconee County Board of Commissioners was held on Tuesday, February 24, 2015 at 7:00 p.m. in the Commission Meeting Chambers at the Oconee County Courthouse.

Members Present:	Chairman Melvin Davis Commissioner Jim Luke Commissioner W. H. "Bubber" Wilkes Commissioner Mark Saxon
Members Absent:	Commissioner John Daniell
Staff Present:	Administrative Officer Jeff Benko County Clerk Jane Greathouse County Attorney Daniel Haygood Finance Director Wes Goddings Parks and Recreation Director John Gentry Utility Director Chris Thomas Public Works Director Emil Beshara Executive Assistant/Deputy Clerk Kathy Hayes GPS/GIS Administrator Dan Flanders
Media Present:	Blake Giles, The Oconee Enterprise

Chairman Davis began the meeting with a Moment of Silence. Administrative Officer Jeff Benko led the Pledge of Allegiance. He noted that Commissioner Daniell was attending a family event out of town.

Approval of the Agenda: On motion by Commissioner Luke and second by Commissioner Wilkes, the agenda for the February 24, 2015 meeting was unanimously approved as submitted.

Commissioners Remarks: Chairman Davis announced that the Georgia County Clerks Association had recently elected County Clerk Jane Greathouse President-Elect and Executive Assistant/Deputy Clerk Kathy Hayes as Treasurer for her third term. The Board expressed their appreciation for their service.

Citizen Remarks: None.

Broadband Service Presentation: Brian Thompson presented information regarding broadband service provided by the City of Monroe. He explained several options for broadband service to Oconee County residences including fiber or microcell technology. Considerations for installation of the fiber and/or equipment are zoning requirements and expense of installation. Mr. Thompson noted that a contract was not required for users of the service. Zoning requirements and areas to be served will be further reviewed.

Solid Waste Handling Permit – Inert Landfill: Public Works Director Emil Beshara provided an overview of the new EPD amendment that requires existing inert waste landfills to obtain a site specific solid waste handling permit. He recommended that Atlantic Coast Consulting be awarded the contract for the preparation of the design and operational plans required for the permit, not to exceed $72,250. It was noted that this would be an unbudgeted General Fund expenditure due to the change in regulatory requirements.

By consensus, this item will be placed on the Consent Agenda for March 3, 2015.

Fiscal Policy - Local Vendor Definition: Finance Director Wes Goddings reviewed a proposed amendment to the Fiscal Policy to define a local vendor. He recommended that that the vendor have a county address, valid business license, at least 33% of the vendor's employees live within the county, and have a banking relationship with a bank located in the county. The vendor would be required to affirm in writing to the Finance Department that they meet the local vendor definition.

Discussion followed regarding the current policy that allows a local vendor that is within 5% of the lowest overall bid supplied by a non-local vendor to match the lowest bid supplied by a non-local vendor. The Board will review this policy to determine if the 5% provision should be increased.

By consensus, this item will be placed on the March 3, 2015 agenda for action.

HVAC Replacement - Herman C. Michael Park: Parks and Recreation Director John Gentry reviewed the only responsive bid received for replacement of the Brannon Building HVAC system at Herman C. Michael Park. He recommended that the contract be awarded to Michael Heating and Air in the amount of $43,893. He noted that the existing system will be upgraded from air conditioning only to a heating, ventilation, and air conditioning system. This will allow for removal of the existing outdated gas heaters. This expenditure will be paid from SPLOST funds.

By consensus, this item will be placed on the Consent Agenda for March 3, 2015.

Hay Removal Memorandum of Agreement - Rocky Branch LAS Site: Utility Director Chris Thomas presented a Memorandum of Agreement with Ronnie Thomas for hay removal at the Rocky Branch LAS site. The removal of hay is required per the Vegetative Management Plan for the LAS.

During public comment, Russ Page inquired about testing of the nitrate levels of the hay harvested from the LAS. Utility Director Thomas stated that the agreement requires Ronnie Thomas to have the nitrate levels of the hay tested before it is sold.

By consensus, this item will be placed on the Consent Agenda for March 3, 2015.

Traffic Calming Devices Intergovernmental Agreement - Municipalities: County Attorney Daniel Haygood reviewed an Intergovernmental Agreement for installation and maintenance of traffic calming devices within the municipalities of Bishop, Bogart, North High Shoals, and Watkinsville. He noted that the municipalities have the right to control traffic on county roads within their city limits and that a 30-day written notice must be provided by the municipality before the traffic calming devices are installed. County Attorney Haygood noted that the state radar permit would not allow the use of radar by the Sheriff's Department for enforcement of speed limits on any roads where they were installed.

By consensus, this item will be placed on the Consent Agenda for March 3, 2015.

Conveyance of Easements – McNutt Creek Sewer Connector, Phase I: County Attorney Daniel Haygood requested the Board confirm conveyance of easements from St. Mary's Highland Hus. Inc. and Evelyn and Frank Cordy for McNutt Creek Sewer Connector, Phase I. He noted that additional easements for the McNutt Creek Sewer Connector project could be added to the March 3, 2015 agenda action if the title search was completed.

By consensus, this item will be placed on the Consent Agenda for March 3, 2015.

Conveyance of Right-of-Way – OC-Reliant Homes, LLC: County Attorney Daniel Haygood requested the Board confirm conveyance of right-of-way from OC-Reliant Homes, LLC (Brookhaven Subdivision, Phase II).

By consensus, this item will be placed on the Consent Agenda for March 3, 2015.

March 3, 2015 Agenda: County Clerk Jane Crosthouse read the agenda for the March 3, 2015 meeting.

Executive Session: On motion by Commissioner Luke and second by Commissioner Saxon, the Board unanimously voted to adjourn into Executive Session at 8:26 p.m. to discuss disposal of property. No action was taken in Executive Session.

On motion by Commissioner Saxon and second by Commissioner Wilkes, the Board adjourned Executive Session at 8:38 p.m. On motion by Commissioner Luke and second by Commissioner Wilkes, the Board adjourned back into Regular Session.

There being no further business, on motion by Commissioner Wilkes and second by Commissioner Saxon, the meeting was adjourned at 9:40 p.m.

County Clerk

Chairman

February 24, 2015
Date

A Work Session of the Oconee County Board of Commissioners was held on Monday, February 23, 2015 at 6:00 p.m. in the Grand Jury Room at the Oconee County Courthouse.

Members Present:	Chairman Melvin Davis Commissioner Jim Luke Commissioner John Daniel Commissioner W. E. "Bubber" Wilkes Commissioner Mark Saxon
Staff Present:	Administrative Officer Jeff Benko County Clerk Jane Greathouse County Attorney Daniel Haygood Strategic and Long Range Planning Director Wayne Provost Public Works Director Emil Boshara
Others Present:	MACORTS Director Brad Griffin MACORTS Transportation Planner Sherry McDuffie MACORTS Associate Transportation Planner Cherie Varnum
Media Present:	Michael Prochaska, The Oconee Enterprise

Chairman Davis called the meeting to order.

MACORTS Director Brad Griffin explained that the Madison Athens-Clarke, Oconee Regional Transportation Study (MACORTS) was a federally mandated metropolitan planning organization. MACORTS Transportation Planner Sherry McDuffie described the procedure for selection, prioritization, and assignment of estimated expense for MACORTS projects that are included in the Long Range Transportation Plan and the Transportation Improvement Program (TIP). She noted that a project cannot appear in the TIP if it is not included in the Long Range Transportation Plans.

Ms. McDuffie explained that MACORTS consists of a Technical Coordinating Committee and Policy Committee. The Technical Committee is a recommending body to the Policy Committee. The Policy Committee must approve projects before they are sent to GDOT for consideration.

Strategic and Long Range Planning Director Wayne Provost reviewed Oconee County MACORTS projects included in the Long Range Transportation Plan and the TIP. He explained that funding of MACORTS projects are complex and that the priority of the projects is subject to change. Mr. Provost explained the history of the Daniells Bridge Road extension and the Daniells Bridge Road widening projects. He feels that these projects are intended to improve transportation issues in that area. A projection of possible traffic scenarios in the Daniells Bridge Road area based upon current zoning was suggested.

Discussion followed regarding transportation modeling, population projections, the land use plan, existing traffic volume, study of future transportation scenarios in the Daniells Bridge Road area, and traffic concerns on Epps Bridge Parkway.

Chairman Davis announced that the Daniells Bridge Road extension and the Daniells Bridge Road widening Project Framework Agreements would be considered by the Board at the April 7, 2015 meeting.

The consensus of the Board was that the Work Session previously scheduled for February 26, 2015 was not needed and proper notification would be posted.

No action was taken during the meeting.

There being no further business, the meeting was adjourned at 6:27 p.m.

Jane H. Greathouse
County Clerk

Melvin Davis
Chairman

February 23, 2015
Date

HALL COUNTY BOARD OF COMMISSIONERS
VOTING MEETING SUMMARY MINUTES
Hall County Government Center 2nd Floor
2875 Browns Bridge Road, Gainesville, GA 30504
April 23, 2015 – 6:00 p.m.

1. **Call to Order**

Chairman Mecum called the meeting to order at 6:04 p.m.

Present

Chairman Richard Mecum and Commissioners Kathy Cooper, Billy Powell, Scott Gibbs and Jeff Stowe

Also present were County Administrator Randy Knighton, Assistant County Administrator Marty Nix, Commission Clerk Lisa Ritchie and County Attorney Bill Blalock

2. **Approve Agenda**

Motion by Commissioner Stowe, to approve the Agenda with the following amendment:

- remove item 7.j. from the Consent Agenda

seconded by Commissioner Powell and voted, unanimously, to approve the Agenda as amended.

3. **Invocation:** Pastor Mike Taylor, Pastor of Flat Creek Baptist Church/Volunteer Chaplain with Hall County Fire Services

4. **Pledge of Allegiance:** Led by Reid Mock, Life Scout, Flowery Branch Boy Scout Troop Number 228

5. **Presentations**

   a. Proclamation and Presentation - Reid Mock, Life Scout

Commissioner Cooper presented the Proclamation.

Reid presented his Eagle Scout project which was a map/sign for a trail that is currently

unmarked at Williams Mill Greenspace Park.
Commissioner Powell stated that funding for the Eagle Scout project is the responsibility of the Scout to raise. Reid said his expenses to produce this project would be between $360.00 and $550.00.

b. Proclamation proclaiming April 19 through April 25 as National Crime Victims' Rights Week

Commissioner Powell presented the Proclamation to Shannon Hughs, Rape Response, and Stephanie Woodard, Solicitor General.

Ms. Woodward expressed her appreciation for the many agencies designed to help victims, citizens and the Board of Commissioners for their support.

6. **Public Comment – Agenda Items Only (2 minutes per speaker/20 minutes maximum)**

Public Comments were taken during the actual Agenda items.

Motion by Commissioner Stowe, seconded by Commissioner Powell and voted, unanimously, to approve the Consent Agenda, with the amendment, as approved during the adoption of the Agenda.

7. **Consent Agenda**

a. Approve April 9, 2015 Voting Meeting Minutes
b. Approve April 6, 2015 Executive Session Minutes
c. Approve April 6, 2015 Special Called Meeting Minutes
d. Approve April 6, 2015 Work Session Minutes
e. Approve Intergovernmental Agreement with the City of Flowery Branch to conduct the Special Election – June 16, 2015
f. Approve authorization for County Attorney to proceed with the collection of $85,440.00 Irrevocable Letter of Credit for Sidewalks in Mossy Creek Subdivision. Commission y istrict 3.
g. Approve proposed 2015 Local Resurfacing Program for 24.89 miles of resurfacing on 64 various County roads. Commission y istricts 1, 2, 3 & 4.
h. Approved Change Order #2 and Memorandum of Understanding to contract between Hall County and Atlantis Commercial Group, Inc. for the purchase, operation, and maintenance of a Kleeman MS15z Screen in conjunction with the Candler Road Phase I Redevelopment, at a cost of $614,670, established in a daily rate as per the Memorandum of Understanding, and authorize Chairman to execute document(s). Commission District 3.
i. Approve RFP# 35-019 – C.I. Fire Alarm System & Appurtenances
~~j. Approve IFB 059-35 – White Horse Creek Road Improvements~~
NOTE: This item was removed during the adoption of the Agenda.
k. Approve IFB 060-35 – Playground Equipment at East Hall Community Center

l. Approve IFB 061-35 – Traffic Control Supplies

-1. Approve IFB 059-35 – White Horse Creek Road Improvements
NOTE: Item moved from the Consent Agenda during the adoption of the Agenda.

Motion by Commissioner Stowe, seconded by Commissioner Powell and voted, 4 to 1, to table item 7-1 until the May 28, 2015 Commission Meeting.

VOTE = 4 to 1

Commissioner Kathy Cooper – Aye
Commissioner Billy Powell – Aye
Chairman Richard Mecum – Aye
Commissioner Scott Gibbs – Nay
Commissioner Jess Stowe – Aye

MOTION PASSEy .

8. **Other Business**

a. **Second Reading and Public Hearing** to consider Resolution to amend Chapter 13.10 of *The Official Code of Hall County, Georgia* titled "Sewers and Sewage y isposal" so as to delete Paragraph B of Section 13.10.1220 titled "y ischarge of Prohibited Substances" in its entirety and to substitute in lieu thereof a new Paragraph B of Section 13.10.1220 for the purpose of amending the industrial pretreatment parameters for permitted users of the Flat Creek Water Reclamation Facility and authorize Board of Commissioners to execute Resolution. Commission y istrict 1.

Ken Rearden, Public Works & Utilities y irector, addressed the Board.

Mr. Blalock issued the 2nd Reading and Public Hearing.

No one spoke in favor or in opposition to item 8.a.

Motion by Commissioner Powell, seconded by Commissioner Gibbs and voted, unanimously, to approve item 8.a.

b. RFP# 35-021 – Village of y eaton Creek Tennis Court #3

Tim Sims, Purchasing Manager, addressed the Board.

Mr. Sims stated the recommendation is Talbot Tennis.

Motion by Commissioner Cooper, seconded by Commissioner Gibbs. Commissioner Stowe added a friendly amendment that this would be the last time the Commission will address this matter and voted, unanimously, to approve item 8.b as recommended by the

Purchasing Manager with the friendly amendment as stated.

c. Approve Resolution to consider de-annexation notice from the Town of Clermont on a 5.67 acre± tract located at 6483 Cleveland Highway; Tax Parcel 12082 0000011y . Commission y istrict 3

Srikanth Yamala, Planning y irector, addressed the Board. He stated that this is a resubmittal.

Motion by Commissioner Gibbs, seconded by Commissioner Stowe and voted, unanimously, to approve item 8.c.

9. **Public Hearing to consider applications to amend the Zoning Map of Hall County as follows:**

a. Application of Chris Patton for a Use Subject to County Commission approval on a 15.0± acre tract located on the south side of Conner Road, 2,100 ft. from its intersection with Jim Crow Road; a.k.a. 5769 and 5773 Conner Road; Zoned AR-III: Tax Parcels 08110 000015 and 151. Proposed Use: 3-lot subdivision. Commission y istrict 1.

Mr. Blalock explained the Public Hearing process.

Mr. Blalock issued the reading.

Mr. Yamala presented item 9.a. He said that the Planning Commission approved this item with 1 condition.

Mr. Blalock issued the Public Hearing.

Chris Patton, 419 Bradford Street, Gainesville, spoke in favor of item 9.a.

Motion by Commissioner Cooper, seconded by Commissioner Powell and voted, unanimously, to approve item 9.a. with the following conditions as stated by the Planning Commission:

1) The proposed subdivision shall require sufficient right-of-way to be dedicated as a part of any approved plat.

b. Application of Michael A. and Linda F. Elliott for a Use Subject to County Commission approval on a 21.24± acre tract located on the west side of County Line Road, 1,800 ft. from its intersection with Woodlin Road; a.k.a. 6970 County Line Road; Zoned AR-IV; Tax Parcel 15006 000003. Proposed Use: 3-lot subdivision. Commission y istrict 3.

Mr. Blalock issued the reading.

Mr. Yamala presented item 9.b. He said that the Planning Commission approved this item with no conditions.

Mr. Blalock issued the Public Hearing.

Michael Elliott, 6927 West County Line Road, Lula, spoke in favor of item 9.b.

Motion by Commissioner Gibbs, seconded by Commissioner Stowe and voted, unanimously, to approve item 9.b.

c. Application of Charles G. Shaw, Jr. to rezone from PRD to R-I, a 3.191± acre tract located on the east side of Cleveland Highway at its intersection with S. Black Road; a.k.a. 5510 Cleveland Highway; Tax Parcel 12042 000008. Proposed Use: 3-lot Subdivision. Commission y istrict 3.

Mr. Blalock issued the reading.

Mr. Yamala presented item 9.c. He said that the Planning Commission approved this item with 3 conditions.

Mr. Blalock issued the Public Hearing.

Charlie Shaw, 6537 Kennimer Road, Clermont, spoke in favor of item 9.c.

Motion by Commissioner Gibbs, seconded by Commissioner Stowe and voted, unanimously, to approve item 9.c. with the following conditions as stated by the Planning Commission:

1) All new residential driveways shall be accessed from S Black Road
2) The proposed subdivision shall require sufficient right-of-way to be dedicated as a part of any approved plat
3) All conditions of zoning shall be made a part of any plat created for the property

d. Application of Habitat for Humanity of Hall County to amend conditions of the existing AR-IV zoning on a 42.59± acre tract located on the north side of Baker Road, 950± ft. from its intersection with Candler Road; a.k.a. 3700 Baker Road; Tax Parcel 15024 000233. Proposed Use: Vary minimum house size requirement. Commission y istrict 3.

Mr. Blalock issued the reading.

Mr. Yamala presented item 9.d. He stated that the Planning Commission approved this item with 4 conditions.

Mr. Blalock issued the Public Hearing.

Tim Williams, 2285 Browns Bridge Road, Gainesville, spoke in favor of item 9.d. He issued a presentation on Copper Glen Subdivision and Habit for Humanity.

Ms. Nixon addressed the Board in favor of item 9.d. and discussed how the program operates.

The following Habitat for Humanity home owners addressed the Board in favor of item 9.d. They expressed their appreciation for stable and safe places to live and also to be able to live the American y ream of owning a home.

Heather, 3156 Ridgemont Trace, Gainesville

Martha Gomez, 1021 Cooley y rive, Gainesville

Iris Issevas, 4640 Autumn Leaf Way, Gillsville

Chairman Mecum stated his appreciation for the service offered by Habitat for Humanity and the good it is doing for the community.

Motion by Commissioner Gibbs, seconded by Commissioner Stowe and voted, unanimously, to approve item 9.d. with the following conditions:

1) All houses shall be a minimum of 1,200 square foot
2) Roof pitch shall be 5/12
3) Each house shall have a concrete parking pad large enough for two cars to park side by side
4) All previous conditions of zoning shall apply

Commissioner Gibbs expressed his appreciation. He stated that the land donor did a great thing for Habitat and for Hall County as well.

Commissioner Powell stated that Habitat had put much effort in planning this first rate subdivision with lots of amenities and it is much appreciated. He also stated that it was obvious that the program touches a lot of lives.

10. **Report from County Attorney Bill Blalock**

Mr. Blalock did not have any items to report.

11. **Report from County Administrator Randy Knighton**

a. May 14, 2015 Voting Meeting

Mr. Knighton stated the May 14, 2015 Voting Meeting would be held at 3:00.

b. National County Government Month – April 2015

Mr. Knighton said that April is National County Government Month. Over 3,000 Counties across the Nation, with 159 in the state of Georgia, provide services to citizens to ensure economically viable communities and high qualities of life. The theme, this year, emphasizes transportation and infrastructure. Hall County's SPLOST VII is heavily focused on transportation and infrastructure.

12. **Commission Time**

Commissioner Kathy Cooper, y istrict 1, did not have any items to report.

Commissioner Billy Powell, y istrict 2, did not have any items to report.

Commissioner Scott Gibbs, y istrict 3, extended a personal invitation, to the Commissioners, to attend the Open House at Ava White Academy on May 5, 2015 at 6:00 p.m.

Commissioner Jeff Stowe, y istrict 4, said that he would like to have an appointment for the Review Committee on May 14.

Chairman Mecum did not have any items to report.

13. **Adjourn**

Motion by Commissioner Gibbs, seconded by Commissioner Cooper and voted, unanimously, to adjourn the meeting at 6:54 p.m.

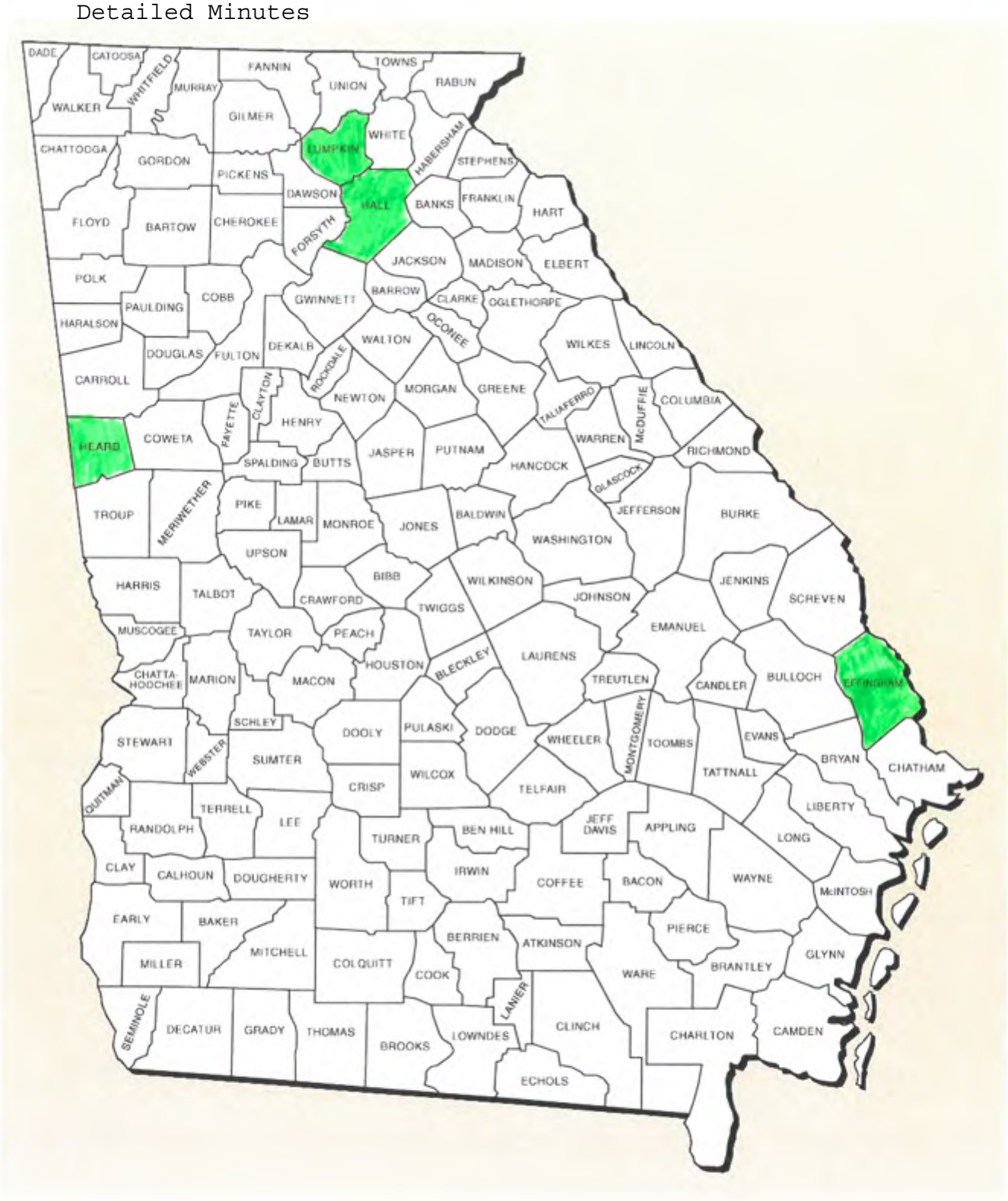
Example C

Detailed Minutes

1) Effingham County
2) Heard County*
3) Lumpkin County
4) Fayette County

* Heard County Clerk replied that detailed minutes are provided and opined that the minutes were “too detailed.”

Four Responsive Counties provide some variation of Detailed Minutes



The Four Counties are: Effingham, Hall, Heard, and Lumpkin

THE EFFINGHAM COUNTY COMMISSIONERS' MEETING

The Board of Commissioners of Effingham County, Georgia, Mr. C. D. Zeigler, Chairman, Mrs. Myra W. Lewis, Vice-Chairperson, Mr. Jeffrey A. Utley, Mrs. Verna Phillips, Mr. Reginald S. Loper, Sr. and Mr. Robert Brantley met in regular session at 5:00 p.m. on Tuesday, December 07, 2010 in the Commissioners' Meeting Room at the Effingham County Administrative Complex.

PERSONS ATTENDING THE MEETING

Mr. Eric Gotwalt, County Attorney, Mr. David Crawley, County Administrator, Mr. Adam Kobek, Project Manager, Mr. George Shaw, Zoning Administrator, Mrs. Patrice R. Crawley, County Clerk, Ms. Rushe Hudzinski-Sero, Human Resources Director, Mrs. Joanna Wright, Finance Director, Mrs. Ruth Lee, Mr. Arthur Rud, Sr. and Mrs. Richard Stille.

CALL TO ORDER

Chairman Zeigler called the meeting to order.

INVOCATION AND PLEDGE TO THE AMERICAN FLAG

Vice-Chairperson Lewis gave the invocation and led the Pledge to the American Flag.

AGENDA APPROVAL

Vice-Chairperson Lewis made a motion to approve the Agenda Resolution (see minute book page _____). Commissioner Phillips seconded the motion. The motion carried unanimously.

MINUTES

Commissioner Brantley made a motion to approve the minutes for the November 16, 2010 Board of Commissioners Meeting. Commissioner Loper seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

Chairman Zeigler stated that if anyone would like to discuss an Agenda Item, they may do so when that item is presented.

CONSENT AGENDA

Chairman Zeigler read aloud the items on the consent Agenda.

Commissioner Phillips made a motion to approve the Consent Agenda as follows:

(1) Second Reading to amend Zoning Map 260-20 by Ben Morel for a conditional use located at 6149 Clyo Kildare Road to have a family cemetery with the following stipulations:

1. The cemetery shall be a minimum of fifty feet from the property line.
2. A plat of the cemetery shall be approved by the zoning Administrator and recorded at the courthouse.

(2) Second Reading to amend Zoning Map 406-39 by Wally Exley for a rural business use located at 4101 Hwy 119 North to operate a farm services business with the stipulation that the applicant shall meet all requirements of section 3.15B Rural Business of the Effingham Zoning Ordinance.

(3) Second Reading to amend the Official Code of Effingham County Chapter 75 water and sewer ordinance

Commissioner Loper seconded the motion. The motion carried unanimously.

OLD BUSINESS

CONSIDERATION TO APPROVE THE SECOND READING OF THE ETHIC ORDINANCE (01): Commissioner Brantley made a motion to approve the second reading of the ethic ordinance. Commissioner Utley seconded the motion. Commissioner Loper opposed the Motion. Chairman Zeigler, Vice-Chairperson Lewis, Commissioner Phillips, Commissioner Utley, and Commissioner Brantley voted in favor of the motion. The motion carried.

NEW BUSINESS

RETIREMENT OVERVIEW (01): Human Resources Director Hudzinski-Sero and Mrs. Gini Nichols with Merrill Lynch gave an overview of the retirement plan.

CONSIDERATION TO APPROVE THE DETENTION OFFICE TRAINEE JOB DESCRIPTION AND ADD PAY GRADE OF NUMBER 13 (02): Human Resources Director Hudzinski-Sero explained that in an effort to reduce personnel budgetary spending for training officer in Department 18 – Jail, the creation of a Detention Officer Trainee Job Description is needed for those employees hired but still needing certification. Budgetary savings of 5% would be seen in salary and compensation for the department until certifications are obtained. POST requires training be completed within 6 months of hire date. The pay grade classification

of "13" would be one 5% step below the certified Detention Officer position beginning at $12.16.

Commissioner Phillips made a motion to approve the Detention Officer Trainee job description and add pay grade of number 13 (see minute book ____ _____). Vice-Chairperson Lewis seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN EASEMENT FROM THE WOODMEN OF THE WORLD LIFE INSURANCE SOCIETY, LODGE #1770 (03): Transportation Engineer Allen explained that staff has been working to resolve a drainage problem in the vicinity of Highway 80 near its intersection with Highway 17. To resolve the issue the County will need to receive an easement from the property owner to allow the construction of drainage improvements.

Commissioner Brantley made a motion to approve an easement from the Woodmen of the World Life Insurance Society, Lodge #1770 (see minute book __ _____). Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN AGREEMENT WITH THE ARMY CORP OF ENGINEERS FOR EFFINGHAM COUNTY EMERGENCY MANAGEMENT TALK GROUPS FOR JOINT OPERATION OR MUTUAL AID (04): Public Safety Director Ashcraft explained that USACE has purchased radios capable of operating on the regional radio system. It is customary to promote formal agreements to share radio channels. This agreement will be referenced at the local radio shop when making changes to the radio programming.

Commissioner Loper made a motion to approve an agreement with the Army Corp of Engineers for Effingham County Emergency Management Talk Groups for joint operation or mutual aid (see minute book _____). Commissioner Brantley seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN ADDENDUM OF THE CONTRACT WITH SPRINT/NEXTEL AND MOTOROLA FOR RECONFIGURATION SERVICES (05): Public Safety Director Ashcraft explained that on August 6, 2004 the FCC issued a report and order that modified its rules governing the 800 MHz band to minimize harmful

interference to public safety communications systems. Sprint Nextel must relinquish some of its existing channels and must provide and pay relocation funds to enable affected licensees to relocate their system onto replacement channels and reconfigure their systems so that they are "Comparable Facilities". Since May 24, 2007 the Effingham County Board of Commissioners has approved a series of agreements dealing with the reconfiguration planning phase of this project. The physical retuning first touch segment is now complete. The City of Savannah acting as lead agency has completed the engineering and planning required. The agreement with Sprint Nextel was modified to include work performed on EF Johnson subscribers used by the City of Guyton. The particular model radio Guyton uses needed to have modified software instead of replacements as were required with the other older models.

Commissioner Utley made a motion to approve an addendum of the contract with Sprint/Nextel and Motorola for reconfiguration services (see minute book number ____). Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN AGREEMENT WITH GALAXY TECHNOLOGIES, INC. FOR TIME AND ATTENDANCE SOFTWARE AND HARDWARE (06): IT Director Jenkins explained that the County does not use an automated method to collect time and attendance information or ensure time accountability. Additionally, no reporting tools are available to supervisors to control overtime or review employee hour usage.

Commissioner Phillips made a motion to approve an agreement with Galaxy Technologies, Inc. for time and attendance software and hardware (see minute book page _____). Commissioner Brantley seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A WORK AUTHORIZATION WITH HUSSEY, GAY, BELL, & DEYOUNG FOR GOSHEN PUBIC SAFETY FACILITY TO HOUSE FIRE, EMS AND SHERIFF'S SUBSTATION (07): Project Manager Kobek explained that the Board purchased a lot off Goshen Road. The intended use of the property has been to construct a facility to house a fire station, EMS, and Sheriff's substation. The

County Engineer has been working on a site plan and will complete these services in house. The proposal is only for basic preliminary design on the building itself. The preliminary design fee is not to exceed $4,000. This work will largely focus on code compliance, spatial planning and floor plans.

Commissioner Loper made a motion to approve a work authorization with Hussey, Gay, Bell & DeYoung for Goshen Public Safety Facility to house fire, EMS, and Sheriff's substation (see minute book page _____). Commissioner Utley seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A WORK AUTHORIZATION WITH LOTT+BARBER FOR CONSULTING SERVICES ON THE NEW SHERIFF'S OFFICE AND JAIL (08): Project Manager Kobek explained that the Board and the citizens recently approved a SPLOST referendum for the construction of a new Sheriff's Office and Jail. Several facilities have been toured and a course of action has been outlined as to the selection of a design team. The plan is to hire a firm to compete the programming portion of the design, and a subsequent firm to complete the actual design and construction of the work. This is a technical project, with a lot of detail required for the movement of inmates, work spaces for personnel and support functions of the entire facility. The work authorization is for a consultant to assist with the selection process of the programming and design construction firms. The work by the consultant will include drafting a request for qualifications, review of submittals, assisting with interviews and meeting with the selection team. The full use of the consultant as outlined would come to a total of $17,500. The consultant will not have access to bid on any portion of the work and will act as a non-interested party to assist the County in selecting a qualified programming and design/construction team.

Commissioner Utley made a motion to approve a work authorization with Lott+Barber for consulting services on the new Sheriff's Office and Jail. Commissioner Phillips seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A CONCEPT PLAN FOR ULMER PARK (09): Project Manager Kobek explained that Ulmer Park area is located between Pine and Oak Streets and Madison and Early Streets. The Board of Commissioners and

the City of Springfield created an Ad Hoc Committee to work on a joint conceptual plan to improve the use, provide for passive recreation, and enhance the park areas. The group is now finished with the conceptual plan. The park includes an enhanced and ADA compliant playground facility, large event space, a fountain, and interactive water feature, and picnic areas. Overall site work includes, a crowned grassed area, curb and gutter and utility relocation. Hardscapes include sidewalks, brick paver units, and parking areas. The committee agreed to the concept plan as presented; the committee consisted of representative from County and City staff, elected officials and citizens. Staff is requesting approval of the project concept plan.

Commissioner Loper made a motion to approve a concept plan for Ulmer Park. Commissioner Brantley seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A RESOLUTION TO ADOPT FY 2010 CAPITAL IMPROVEMENTS ELEMENTS (10): Zoning Administrator Shaw explained that the Capital Improvement Element update is an accounting of how impact fee collection was used. It also includes a Short Term Work Program for how future fees are expected to be used. This Capital Improvement Element report has already been approved by DCA. The only step is for the Capital Improvement update to be adopted by resolution by the Board of Commissioners to maintain the Qualified Local Government Status.

Commissioner Brantley made a motion to approve a Resolution to Adopt FY 2010 Capital Improvements Elements (see minute book page _____). Commissioner Utley seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A LETTER OF INTENT AND AN AGREEMENT TO PARTICIPATED IN THE SUMMER FOOD SERVICE PROGRAM AFTER REVIEW AND APPROVAL FROM THE COUNTY ATTORNEY (11): County Clerk Crawley explained that for the past several years the Board of Commissioner have participated in the Summer Food Service Program. This program offers nutritious summer lunch meals for children in the Guyton, Clyo, and Springfield area. Some of the costs of the program are reimbursed from state/federal funds. Natalie Scott has been the

program director for the last several years and is willing to be the director again. For the months of June and July the program ran for 38 days and served 4965 meals. The estimated county expense is $19,835; the state reimbursement was $16,133 leaving $3,701.45 paid out of General Fund.

Commissioner Loper made a motion to approve only a letter of intent for the Summer Food Program. Commissioner Phillips seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AMENDING THE RULES OF PROCEDURES FOR THE EFFINGHAM COUNTY BOARD OF COMMISSIONERS (12): County Clerk Crawley explained that the current Rules of Procedures for the Effingham County Board of Commissioners state that items for the Commissioners Agenda are due to the clerk by noon on the Tuesday before a Commissioners meeting. This is not enough time for the clerk to organize the Agenda for the Chairman's approval and to prepare the Agenda Book for the Commissioners on Thursday before noon. If the due date is moved to noon 12 days before the Commissioners Meeting, this should give time for the item to be reviewed by the County Attorney, County Administrator and the County Clerk before being placed on the Agenda.

Commissioner Brantley made a motion to approve amending the Rules of Procedures for the Effingham County Board of Commissioners (see minute book page _____). Commissioner Phillips seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE LARRY HADDEN AS THE AGENT OF RECORD FOR EFFINGHAM COUNTY CONCERNING HEALTH RELATED INSURANCE PROGRAMS (13): County Administrator Crawley explained that Larry Hadden has worked as Effingham County's insurance agent for health insurance related programs for more than 10 years. Requesting quotes from health insurance providers, as evident from past attempts, has been confusing and convoluted. Identifying an agent of record will simplify the process, allowing better management and more control of the process. Discussion with insurance providers has lead to the suggestion of assigning a single agent of record to request quotes and provide

consistent and concise comparisons of various health insurance programs. Staff believes there may be opportunities to reduce health insurance related costs; however, we believe the County would be best serviced by a single agent requesting quotes and specification from multiple providers. Staff would like to begin immediately seeking quotes for alternative health insurance plans.

Mrs. Ruth Lee and Mr. Ricky Steel explained their concerns on this item.

Commissioner Loper made a motion to table the Agent of Record until January 4, 2011. Commissioner Brantley seconded the motion. Chairman Zeigler and Commissioner Utley voted against the motion. Vice-Chairperson Lewis, Commissioner Phillips, Commissioner Loper and Commissioner Brantley voted for the motion. The motion carried.

The Board broke for dinner.

The Board reconvened at 7:00 p.m.

PLANNING BOARD PRESENTMENTS

NEW BUSINESS

EFFINGHAM COUNTY BOARD OF COMMISSIONERS – PUBLIC HEARING (01): A Public Hearing was held on the application by Effingham County to amend Appendix B – Subdivision Regulation, Section 6.2.8 of the Official Code of Effingham County.

Zoning Administrator Shaw presented the request.

No objectors were present.

Commissioner Loper made a motion to approve the First Reading to amend Appendix B – Subdivision Regulation, Section 6.2.8 of the Official Code of Effingham County. Commissioner Utley seconded the motion. The motion carried unanimously.

EFFINGHAM COUNTY – PUBLIC HEARING (02): A Public Hearing was held on the application by Effingham County to amend Appendix C – Zoning Ordinance, Section 2.55.1, 2.55.2 and 5.4.1.2 of the Official Code of Effingham County.

Zoning Administrator Shaw presented the request.

No objectors were present.

Commissioner Brantley made a motion to amend the application by Effingham County to amend Appendix C – Zoning Ordinance, Section 2.55.1, 2.55.2 and 5.4.1.2 of the Official Code of Effingham County. Commissioner Utley seconded the motion. The motion carried unanimously.

CONTINUATION OF NEW BUSINESS

CONSIDERATION TO APPROVE A LETTER OF SUPPORT FOR EAST GEORGIA REGIONAL HOSPITAL'S EXPANSION INTO EFFINGHAM COUNTY FOR A HEALTH CLINIC (14): County Administration Crawley explained that East Georgia Regional is applying for a federal grant to open a new clinic in Effingham County. Letters of Support are needed by December 10th. The clinic will serve all ages for all illnesses regardless of the patient's ability to pay. The Clinic will serve the un and underinsured. A sliding scale will be offered for those who are willing and able to pay. East Georgia, according to the email that was received is working with Norma Jean Morgan on the project.

Commissioner Brantley made a motion to approve a letter of support for East Georgia Regional Hospital's Expansion into Effingham County for a Health Clinic with the stipulation that the letter does not contradict the current contract between Board and the Hospital. Commissioner Loper seconded the motion. Chairman Zeigler opposed the motion. Vice-Chairperson Lewis, Commissioner Phillips, Commissioner Utley, Commissioner Loper, and Commissioner Brantley voted for the motion. The motion carried.

CONSIDERATION TO APPROVE A RESOLUTION TO AUTHORIZE A LOAN FROM GENERAL FUND TO THE WATER AND SEWER OPERATING FUND (15): Finance Director Wright explained that Effingham County is in the process of operating and constructing water and sewer infrastructure. There are several sources of funding for the construction and operations which include the water and sewer monthly revenue and impact fees. These funding sources have not been sufficient to repay the general fund with regard to operations, project cost and engineering fees for projects that have not yet begun. The Board of Commissioners approved borrowing the funds from General Fund through December 31, 2010. Staff seeks the Board of Commissioner's direction and approval to amend the current

General Fund borrowing resolution and extend the period allowed to payback the current funds owed to the general fund by the water & sewer revenue to June 30, 2011. At the Boards direction staff has closed the open GEFA loans, sent letters to those who gave letters of credits and made preliminary plans to refinance the loans doe an extended period. Staff would like to change the Resolution from borrowing up to $11,000,000 million dollars to $12.5 million dollars.

Commissioner Phillips made a motion to approve a Resolution to authorize a loan from General Fund to the water and sewer operating fund with the change of funds for water and sewer construction obligation may be borrowed from the County's general fund balance up to $12.5 million dollars (see minute book page _____). Commissioner Brantley seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A BUDGET AMENDMENT FOR FISCAL YEAR 2010 (16): Finance Director Wright explained that the Board approved the 2009 – 2010 budgets on August 4, 2009. Several additional amendments are required to close the 2010 Fiscal Year. The amendment proposes using SPLOST water and sewer funds for the reuse storage infrastructure that was constructed this past year. Wireless Fund needs to be used to fund the new Motorola leases and shortfall within Department 35 (E-911).

Commissioner Utley made a motion to approve a Budget Amendment for Fiscal Year 2010 (see minute book page _____). Commissioner Phillips seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A RESOLUTION TO ESTABLISH SPECIAL SERVICE DISTRICTS FOR SERVICES PROVIDED TO THE UNINCORPORATED AREA OF EFFINGHAM COUNTY AND FOR OTHER PURPOSES (17): Finance Director Wright explained that recent agreements with the Municipalities require the establishment of special service districts. The purpose of this resolution is to authorize staff to set up additional accounting funds, accounting structure, general ledger accounts and bank accounts. The resolution also authorized the transfer of funds associated with the unincorporated portion of the General Fund balance (reserve) in excess

of the current operational designation otherwise known as "undesignated general fund balance".

Commissioner Phillips made a motion to approve a Resolution to Establish Special Service Districts for Services provided to the Unincorporated area of Effingham County for other purposes (see minute book page _____). Chairman Zeigler and Commissioner Loper opposed the motion. Vice-Chairperson Lewis, Commissioner Phillips, Commissioner Utley and Commissioner Brantley voted in favor of the motion. The motion carried.

Chairperson Zeigler left the meeting.

PRESENTMENT OF THE ANNUAL AUDIT FOR FISCAL YEAR 2010 (18): Finance Director Wright and CPA Donald Caines presented the annual audit for Fiscal Year 2010.

REPORTS FROM COMMISSIONERS AND ADMINISTRATIVE STAFF

Vice-Chairperson Lewis, Commissioner Phillips, and Commissioner Utley thanked staff.

County Clerk Crawley discussed the following:
- Lunch invitation at Guyton City Hall

County Administrator Crawley discussed the following:
- Development Impact Fees meeting
- Gateway Property being surveyed
- Hospital Authority has HUD approval

EXECUTIVE SESSION

Chairperson Zeigler returned to the meeting.

At 8:24 p.m. Vice-Chairperson Lewis made a motion to go into Executive Session to discuss personnel, property, and pending litigation. Commissioner Loper seconded the motion. The motion carried unanimously.

County Administrator Crawley and Commissioners discussed personnel, property, and pending litigation. (See copy of Chairperson's affidavit on minute book page number _____).

CONTINUE OF NEW BUSINESS

The Board reconvened in Regular Session at 9:16 p.m.

Commissioner Phillips made a motion to add Item Number 19 Consideration to approve an easement limited agreement with Georgia Power Company,

Number 20 Consideration to approve a resolution exercising the power of eminent domain for Effingham County's extension of the one percent sales tax road improvement program for parcel number 30 Old Augusta Road Paving, Phase II and Number 21 Consideration to approve a resolution exercising the power of eminent domain for Effingham County's extension of the one percent sales tax road improvement program for parcel number 14 Old Augusta Road Paving, Phase II to the agenda. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN EASEMENT LIMITED AGREEMENT WITH GEORGIA POWER COMPANY (19), CONSIDERATION TO APPROVE A RESOLUTION EXERCISING THE POWER OF EMINENT DOMAIN FOR EFFINGHAM COUNTY'S EXTENSION OF THE ONE PERCENT SALES TAX ROAD IMPROVEMENT PROGRAM FOR PARCEL NUMBER 30 OLD AUGUSTA ROAD PAVING, PHASE II (20), AND CONSIDERATION TO APPROVE A RESOLUTION EXERCISING THE POWER OF EMINENT DOMAIN FOR EFFINGHAM COUNTY'S EXTENSION OF THE ONE PERCENT SALES TAX ROAD IMPROVEMENT PROGRAM FOR PARCEL NUMBER 14 OLD AUGUSTA ROAD PAVING, PHASE II (21): Commissioner Phillips made a motion to approve an easement limited agreement with Georgia Power Company, a resolution exercising the power of eminent domain for Effingham County's extension of the one percent sales tax road improvement program for parcel number 30 Old Augusta Road paving, phase II, and a resolution exercising the power of eminent domain for Effingham County's extension of the one percent sales tax road improvement program for parcel number 14 Old Augusta Road paving, phase II (see minute book page _____). Commissioner Brantley seconded the motion. The motion carried unanimously.

ADJOURNMENT

At 9:17 p.m., Chairman Zeigler made a motion to adjourn the meeting. Vice-Chairperson Lewis seconded the motion. The motion carried unanimously.

_____ _____

C. D. Zeigler, Chairman Patrice R. Crawley, County Clerk

HEARD COUNTY BOARD OF COMMISSIONERS MEETING
JANUARY 27, 2015 – 6:30 P.M.

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The'Heard'County'Board'of'Commissioners'held'a'Commissioners'Meeting'on''

January'27,'2015'at'6:30'p.m.'in'the'courtroom'of'the'Heard'County'Courthouse.'

In'attendance'at'the'meeting'were'Chairman'Lee'Boone,'District'1'Commissioner'Larry'

Hooks,'District'2'Commissioner'Keri'Denney,'District'3'Commissioner'Gwen'

Caldwell,'District'4'Commissioner'Larry'Hammond,'District'5'Commissioner'Joe'

Adams,'and'County'Attorney'Jerry'Ann'Conner.'Chairman'Boone'called'the'meeting'to'

order'and'welcomed'everyone'present.'Chairman'Boone'gave'the'invocation'and'then'

extended'a'special'welcome'to'the'three'new'commissioners.''

Agenda Item # 3 – Presentation of Proclamation For Georgia Day – Mrs.'Carla'Brown'

asked the Board to proclaim February 12, 2015 as Georgia Day in honor of our State's 282nd'

anniversary.'Chairman'Boone'read'the'proclamation'into'the'minutes.'On'motion'(Caldwell)'

and'second'(Hammond),'the'Board'unanimously'approved'the'proclamation.'

Agenda Item # 4 – Approval of Minutes – On'motion'(Caldwell)'and'second'(Hammond),'

the'Board'voted'unanimously'to'approve'the'minutes'from'December'18,'2014'as'presented.'

Agenda Item # 5 – Amend Agenda – None.'

Agenda Item # 6 – New Business – a. Appoint Vice-Chairman for 2015 – On'motion'

(Hooks)'and'second'(Denney),'the'Board'unanimously'voted'to'appoint'Commissioner'

Caldwell'as'Vice-Chairman'for'2015.''

b. Appoint County Clerk for 2015 – Chairman'Boone'recommended'appointing'Patty'Jiles'as'

County'Clerk'for'2015.'On'motion'(Adams)'and'second'(Caldwell),'the'Board'unanimously'

approved'this'recommendation.'

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c. Appoint County Attorney for 2015 – Chairman'Boone'recommended'appointing'Jerry'Ann' Conner'as'County'Attorney'for'2015.'On'motion'(Denney)'and'second'(Hooks),'the'Board' unanimously'approved'this'recommendation.'

d. Appoint County Auditor for 2015 - Chairman'Boone'recommended'appointing'Mr.'Kim' Kimmel'as'County'Auditor'for'2015.'Chairman'Boone'stated'that'Mrs.'Felicia'Adams,'Finance' Director'recently'spoke'with'Mr.'Kimmel'who'did'ask'for'a'$1,500.00'increase'in'his'fees'from' last'year'for'a'total'rate'of'$22,500.00.'On'motion'(Hammond)'and'second'(Caldwell),'the' Board'unanimously'approved'this'recommendation.'

e. Set Meeting, Date, Time and Place for 2015 Commissioners Meetings – On'motion' (Adams)'and'second'(Denney),'the'Board'unanimously'voted'for'the'commissioner'meetings'to' change'to'the'fourth'Tuesday'of'each'month'at'6:30'p.m.'in'the'courtroom'of'the'Heard'County' Courthouse'for'2015.''

f. Discuss Appointment to Heard County Planning Commission – Chairman'Boone'stated' there'is'an'open'position'on'the'Planning'Commission.'Mr.'Danny'Smith'term'will'expire'on' January'31,'2015'and'he'no'longer'lives'in'Heard'County'and'therefore'is'not'eligible'to'be're-appointed'to'this'Board.'Commissioner'Hooks'asked'if'this'could'be'postponed'until'the'next' meeting'to'allow'him'more'time'to'speak'with'another'Heard'County'resident'about'taking'this' position.'All'agreed.'

g. Approve Title VI Plan for Heard County Transit – Chairman'Boone'explained'that'Heard' County'must'have'a'Title'VI'Plan'approved'in'order'for'Heard'County'Transit'to'continue'to' receive'their'federal'and'state'funding.'County'Attorney,'Jerry'Ann'Conner'stated'she'had' reviewed'the'plan'and'it'was'in'order.'On'motion'(Denney)'and'second'(Hooks),'the'Board' unanimously'approved'this'recommendation.''

h. Discuss Road Projects – Darold Wiggins, Public Works Director – Public'Works' Director,'Darold'Wiggins'made'a'presentation'to'the'Board'to'discuss'the'process'he'uses'to' determine'which'corrective'action'is'to'be'taken'on'what'road'at'the'correct'time.'He'presented' detailed'data'showing'an'increase'in'road'department'productivity'while'at'the'same'time' showing'a'decrease'in'expenditures.'Chairman'Boone'stated'that'he'and'Mr.'Wiggins'have' discussed'this'process'and'how'it'works'and'he'feels'as'if'the'process'allows'the'road' department'to'be'much'more'productive'now.'Mr.'Wiggins'clarified'for'Commissioner'Adams' that'there'is'more'work'to'be'done'on'Victory'Road.'Commissioner'Denney'asked'Mr.'Wiggins' for'a'list'of'roads'that'will'be'worked'on'in'2015.'"'

i. Request from Terri Thomaston, Knight Road – Mrs.'Terri'Thomaston'a'resident'on' Knight'Road'addressed'the'Board'regarding'a'text'amendment'to'the'Zoning'ordinance'to' allow'her'to'build'a'¼'mile'go'cart'tract'on'3'acres'on'Knight'Road.'She'explained'that'this' track'would'support'5'hp'go'carts'only.'After'much'discussion,'on'motion'(Adams)'and'second' (Hooks),'the'Board'unanimously'voted'to'refer'this'request'to'the'Planning'Commission."

Agenda Item # 7 – Old Business – None.

Agenda Item # 8 – Public Comments – Mr.'Mac'Walter,'resident'at'147'Abner'Road'asked' the'Board'if'the'road'department'could'look'at're-directing'rain'water'away'from'his'house.' Public'Works'Director,'Darold'Wiggins'stated'he'would'look'into'this'for'Mr.'Walter.' Mr.'Gerald'Harjo,'resident'at'933'Mahaley'Road'reported'that'a'drain'is'stopped'up'at'Mahaley' Road'at'the'church.'Mr.'Wiggins'stated'he'did'look'at'that'issue'already'and'the'road' department'was'preparing'to'repair'this'problem.'

Agenda Item # 8 – Executive Session – None.'

There’being’no’further’business,’on’motion’(Caldwell)’and’second’(Hooks),’the’ Board’unanimously’voted’to’adjourn.’

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LUMPKIN COUNTY
BOARD OF COMMISSIONERS
Regular Meeting Agenda
Lumpkin County Administration Building
Boardroom
99 Courthouse Hill
Dahlonega, Georgia

March 17, 2015
6:00 P.M.
~As Amended~

- **CALL TO ORDER** — Chairman Dockery
- **INVOCATION** — Pastor Ray Prince, Berea Baptist Church
- **APPROVAL OF AGENDA**
- **PUBLIC COMMENTS**
- **PRESENTATIONS**
  - ~~Employees of the Year *(Chris Maloney, Jerome Henry, Noel Poisson)*~~
  - ~~Certificate of Appreciation *(Frances French, Lumpkin County Planning Commission)*~~
- **PROCLAMATIONS - Ratify**
  - Joint Proclamation City of Dahlonega and Lumpkin County – Dr. Mark Spencer, Chamber of Commerce Board Chairman *(Ratify)*
- **APPROVAL OF MINUTES**
  - February 3, 2015 Work Session 4 p.m. *(Draft)*
  - February 24, 2015 Regular Meeting 6 p.m. *(Draft)*
- **RESOLUTIONS**
  - 2015-11 Appoint/Reappoint Members Lumpkin County Veterans' Affairs Advisory Committee *(Seat 5, Bruce Hoffman; Seat 6, Ron Fugate; Seat 7, Vacant; Seat 9, Vacant (all with terms expiring 04.04.2015; Seat 8, Michael Bunting to fill unexpired term ending 04.14.2018)*
  - 2015-12 Appoint/Reappoint Development Authority of Lumpkin County *(Seat 3, Joanne Taylor; Seat 6, John Gaston; both with terms expiring 03.07.2015)*
  - 2015-13 Appoint Lumpkin County Planning Commission *(Seat 6, Vacant unexpired term ending 08.27.2017; Seat 7, Vacant unexpired term ending 08.27.2016)*
  - 2015-14 Appoint Chestatee Chattahoochee RC&D Council *(Commissioner Bob Pullen)*
  - 2015-15 Appoint North Georgia Resource Management Authority *(Commissioner Bob Pullen)*
  - 2015-16 Appoint Representative for Chairman of the Board of Commissioners to Lumpkin County Water & Sewerage Authority *(Commissioner Rhett Stringer)*
  - 2015-17 Amend Purchasing Policy *(Finance Director Allison Martin)*
  - ~~2015-18 Amend Occupation Tax Ordinance *(Planning Director Larry Reiter)*~~

LUMPKIN COUNTY
BOARD OF COMMISSIONERS
Regular Meeting Agenda
Lumpkin County Administration Building
Boardroom
99 Courthouse Hill
Dahlonega, Georgia

March 17, 2015
6:00 P.M.
~As Amended~

- **REPORTS**
  - Department reports can be viewed on the Commissioners web page at www.lumpkincounty.gov
  - Elected Officials

- **CONTRACTS/AGREEMENTS**
  - 2015-011-ACFC (Accountability Court Funding Committee) FY 2016 Grant Solicitation *(Magdalene McDonald)*
  - 2015-012-DCH Rural Health Network Grant Application *(EMS Director David Wimpy; Grants Analyst Mark French)*
  - 2015-013-Dawson County – Lumpkin County Automatic Aid Agreement *(EMS Director David Wimpy)*
  - 2015-014-GDOT Section 5311 FY 2016 Transportation Program Application *(Senior Center Director Linda Kirkpatrick)*
  - 2015-015-Lumpkin County-Wimpy's Airport Hangar A-2015 Ground Lease Agreement – Jeff Gilbert Hangar "A" *(Public Works Director Larry Reiter)*
  - 2015-016-LMIG Asphalt Leveling & Resurfacing – Colditz Trucking, Inc. *(Public Works Director Larry Reiter)*

- **OTHER ITEMS**
  - GDOT – Approval of Lumpkin County's Title VI/Nondiscrimination Policy *(Senior Center Director Linda Kirkpatrick)*
  - Letter, Three Sisters – Georgia Wine Festival June 6-7; 13-14; 20-21; 27-28, 2015
  - Special Event Permit Request for Letter – Class of 1990 Reunion, UNG Alumni Association, Inc., April 18, 2015 *(County Attorney K. C. Horne)*

- **ISSUE ALCOHOLIC BEVERAGE LICENSE**
  - Salma Panjwani – SMS Express LLC d/b/a Cavender's Corner

- **COMMENTS**
  - COUNTY MANAGER
  - COUNTY ATTORNEY
  - COMMISSIONER COMMENTS & REPORTS: Strategic Priorities
    - Chairman Dockery- ~~*Community Visioning*~~ *Tourism*
    - Commissioner Sherrill – *Economic Development*
    - Commissioner Shaw – *Safety & Health*
    - Commissioner Stringer – *Infrastructure*
    - Commissioner Pullen – *Historic & Natural Resources*
    - ~~All: *Community Partnerships, Public-Private Partnerships*~~
    - Other Commissioner Comments or Announcements
  - CHAIRMAN

LUMPKIN COUNTY
BOARD OF COMMISSIONERS
Regular Meeting Agenda
Lumpkin County Administration Building
Boardroom
99 Courthouse Hill
Dahlonega, Georgia

March 17, 2015
6:00 P.M.
~As Amended~

- **PUBLIC COMMENTS**

- **EXECUTIVE SESSION** (Pending Litigation)

- **ADJOURN** — Chairman Dockery

FUTURE MEETINGS:

March 2015
- *Joint Meeting City, County, Board of Education – P & R* — *March 19, 2015 at 6:00 pm*

April 2015
- *Work Session – Administration Building* — *April 7, 2015 at 4:00 pm*
- *Board Meeting – Administration Building* — *April 21, 2015 at 6:00 pm*

May 2015
- *Work Session – Administration Building* — *May 5, 2015 at 4:00 pm*
- *Board Meeting – Administration Building* — *May 19, 2015 at 6:00 pm*

June 2015
- *Work Session – Administration Building* — *June 2, 2015 at 4:00 pm*
- *Board Meeting – Administration Building* — *June 16, 2015 at 6:00 pm*

MINUTES OF THE REGULAR MEETING
OF THE LUMPKIN COUNTY BOARD OF COMMISSIONERS

March 17, 2015

CALL TO ORDER

Chairman Dockery began the meeting at 6:02 p.m. in the Boardroom of the Lumpkin County Administration Building. Present were Chris Dockery, Doug Sherrill, Steve Shaw, Rhett Stringer, and Bob Pullen.

INVOCATION

Ray Prince, Pastor of Berea Baptist Church, gave the invocation, which was followed by the pledge of allegiance.

APPROVAL OF AGENDA

***Motion**: Commissioner Stringer made a motion to amend the agenda to remove Resolution 2015-18 "Amend Occupation Tax Ordinance". The motion was seconded by Doug Sherrill.*

***Motion**: Chairman Dockery then made a motion to amend the agenda to remove Presentations in addition to Resolution 2015-18 "Amend Occupation Tax Ordinance". The motion was seconded by Steve Shaw and approved and carried by Doug Sherrill, Steve Shaw, Rhett Stringer, and Bob Pullen.*

***Motion**: Commissioner Pullen made a motion to approve the amended agenda. This motion was seconded by Rhett Stringer and approved by all district commissioners. Motion carried.*

PUBLIC COMMENTS *(Agenda Specific)*

Chairman Dockery asked if anyone from the public had any comments on agenda specific items.
There were no comments.

PROCLAMATIONS *(Ratify)*

Dr. Mark Spencer, Chamber of Commerce Board Chairman – Joint Proclamation with City of Dahlonega
This Joint Proclamation honors the Chamber of Commerce Board Chairman Dr. Mark Spencer, for serving as an effective leader as Chair of the Dahlonega-Lumpkin County Chamber of Commerce & Visitors Bureau Board of Directors for 2014.

***Motion**: Commissioner Sherrill made a motion to approve the proclamation which was seconded by Rhett Stringer and was approved by all district commissioners. Motion carried.*

APPROVAL OF MINUTES

February 3, 2015 Work Session 4 p.m.
February 24, 2015 Regular Meeting 6 p.m.

***Motion**: Commissioner Sherrill made a motion to approve all the above minutes by acclamation. That motion was seconded by Steve Shaw and was approved by Commissioners Sherrill, Shaw, Stringer and Pullen. Motion carried.*

RESOLUTIONS

2015-11 Appoint/Reappoint Members Lumpkin County Veterans' Affairs Advisory Committee

This resolution provides for the reappointment of Bruce Hoffman to Seat 5, Ron Fugate to Seat 6, Unknown to Seat 7, Unknown to Seat 8 and Michael Bunting to Seat 9 all with terms expiring April 14, 2019 of the Veterans Affairs Committee.

***Motion**: A nominating motion was made by Chairman Dockery to reappoint Bruce Hoffman. The motion was seconded by Doug Sherrill and approved by Commissioners Sherrill, Shaw, Stringer and Pullen. Motion carried.*

***Motion**: Chairman Dockery moved to nominate Ron Fugate for reappointment to Seat 6 which was seconded by Doug Sherrill. Doug Sherrill, Steve Shaw, Rhett Stringer and Bob Pullen approved and the motion carried.*

***Motion**: A nominating motion was made by Chairman Dockery to appoint Michael Bunting. The motion was seconded by Steve Shaw and approved by all district commissioners. Motion carried.*

No nominating motion was made concerning Seats 7 or 8.

2015-12 Appoint/Reappoint Development Authority of Lumpkin

This resolution provides for the reappointment of Joanne Taylor to Seat 3 and John Gaston to Seat 6 both with terms expiring March 7, 2018.

***Motion**: A nominating motion was made by Chairman Dockery to reappoint Joanne Taylor. The motion died for lack of a second.*

***Motion**: A nominating motion was made by Chairman Dockery to reappoint John Gaston to Seat 6. That motion was seconded by Doug Sherrill and approved by Commissioners Sherrill, Shaw, Stringer and Pullen. Motion carried.*

2015-13 Appoint Lumpkin County Planning Commission

This resolution provides for an appointment to Seat 6 to complete an unexpired term ending August 27, 2017 and an appointment to Seat 7 to complete an unexpired term ending August 27, 2016.

No nominating motion was made concerning Seat 6 or 7.

2015-14 Chestatee Chattahoochee RC&D Council

This resolution provides for the appointment of Commissioner Bob Pullen as a Lumpkin County representative to the Chestatee-Chattahoochee Resource Conservation & Development Council.

***Motion**: Chairman Dockery nominated Bob Pullen to represent Lumpkin County. The motion was seconded by Steve Shaw and approved by Commissioners Sherrill, Shaw, Stringer and Pullen. The motion carried.*

2015-15 North Georgia Resource Management Authority

This resolution provides for the appointment of Commissioner Bob Pullen to the North Georgia Resource Management Authority Board of Directors.

***Motion**: A nominating motion was made by Chairman Dockery to appoint Bob Pullen. The motion was seconded by Doug Sherrill and approved by Doug Sherrill, Steve Shaw, Rhett Stringer and Bob Pullen. Motion carried.*

2015-16 Appoint Representative for Chairman of the Board of Commissioners to the Lumpkin County Water & Sewerage Authority
This resolution provides for the appointment of Commissioner Rhett Stringer to the Lumpkin County Water & Sewerage Authority as a representative for the Chairman of the Board of Commissioners.

***Motion**: Chairman Dockery made a motion to appoint Rhett Stringer. The motion was seconded by Bob Pullen and approved by Commissioners Sherrill, Shaw, Stringer and Pullen. Motion carried.*

2015-17 Amend Purchasing Policy
A resolution to revise and combine into a single document, certain existing purchasing policies and procedures, to include the use of the Lumpkin County purchasing and fleet cards.

***Motion**: A motion was made by Commissioner Sherrill to approve Resolution 2015-17. The motion was seconded by Rhett Stringer.*

***Motion**: An amended motion was made by Commissioner Sherrill to approve Resolution 2015-17 including the new changes presented. The motion was seconded by Rhett Stringer. Motion was approved by Doug Sherrill, Steve Shaw, Rhett Stringer, and Bob Pullen. The motion carried.*

2015-18 Amend Occupation Tax Ordinance
This item was removed from consideration at the vote to approve an amended agenda.

REPORTS
Department reports be viewed on the Commissioners web page at www.lumpkincounty.gov
Elected Officials – There was no comments at this time.

CONTRACTS/AGREEMENTS
2015-011-ACFC (Accountability Court Funding Committee) FY 2016 Grant Solicitation
This is a no county match grant to establish specialty courts or dockets, and to address offenders arrested for drug charges.

***Motion**: Commissioner Sherrill moved to approve the grant and the motion was seconded by Rhett Stringer. Motion was carried and approved by all district commissioners.*

2015-012-DCH Rural Health Network Grant Application
This is a grant application by the Georgia Department of Community Health (DCH) for funding assistance through its Rural Health Network Grant Program to purchase EMS equipment.

***Motion**: A motion was made by Commissioner Sherrill to approve the grant application which was seconded by Steve Shaw. The motion was then carried and approved by all Commissioners Sherrill, Shaw, Stringer and Pullen.*

2015-013-Dawson County – Lumpkin County Automatic Aid Agreement
This is an automatic aid agreement with Dawson County for the purpose of providing equipment and manpower in the event of a major disaster or fire.

***Motion**: Commissioner Stringer made a motion to approve the automatic aid agreement. The motion was seconded by Bob Pullen and approved by Doug Sherrill, Steve Shaw, Rhett Stringer and Bob Pullen. The motion carried.*

2015-014-GDOT – Section 5311 FY 2016 Transportation Program Application
This agreement is to provide transportation to rural areas via the Lumpkin County Transit.
Term: July 1, 2015 – June 30, 2016
Amount: $78,809.00 GDOT portion
$78,809.00 County portion

***Motion**: Commissioner Sherrill moved to approve the Section 5311 Transportation Program Application. The motion was seconded by Rhett Stringer and approved by all district commissioners. Motion carried.*

2015-015-Lumpkin County-Wimpy's Airport Hangar A-2015 Ground Lease Agreement – Jeff Gilbert Hangar "A"
This contract is for the lease of Hangar A to Jeff Gilbert.

***Motion**: A motion was made by Commissioner Stringer to approve the lease agreement which was seconded by Doug Sherrill. Motion was then approved by Doug Sherrill, Steve Shaw, Rhett Stringer, and Bob Pullen. The motion carried.*

2015-016-LMIG Asphalt Leveling & Resurfacing – Colditz Trucking, Inc.
This agreement allows Colditz Trucking Inc. to perform leveling and resurfacing with asphalt concrete of the county roads listed in the LMIG Project Report.

***Motion**: Commissioner Pullen moved to approve the agreement which was then seconded by Rhett Stringer. Motion was approved and carried by Commissioners Sherrill, Shaw, Stringer, and Pullen. Motion carried.*

OTHER ITEMS
GDOT – Approval of Lumpkin County's Title VI/Nondiscrimination Policy
This is to approve and adopt the Lumpkin County Transit System Title VI Plan ensuring that the Lumpkin County Transit System will be in compliance with GDOT and will be able to continue to apply for federal funds.

***Motion**: Commissioner Sherrill made a motion to approve and adopt the policy. The motion was seconded by Steve Shaw and was approved by Doug Sherrill, Steve Shaw, Rhett Stringer, and Bob Pullen. Motion carried.*

Letter, Three Sisters – Georgia Wine Festival June 6-7; 13-14; 20-21; 27-28, 2015
This letter allows Three Sisters Vineyard to conduct their annual Georgia Wine Country Festival. The event will be held for five weekends: June 6 – 7, June 13 – 14, June 20 – 21, and June 27 – 28, 2015.

***Motion**: A motion was made by Commissioner Pullen to approve the letter request. The motion was seconded by Doug Sherrill. Motion was approved by Commissioners Sherrill, Shaw, Stringer, and Pullen. The motion carried.*

Special Event Permit Request for Letter – Class of 1990 Reunion, UNG Alumni Association, Inc, April 18, 2015
This is a special event permit, including a letter to the State, allowing for the sale of beer and wine for a fundraising event on April 18, 2015.

***Motion**: Commissioner Stringer made a motion to approve the letter request. The motion was seconded by Bob Pullen and approved by all district commissioners. The motion carried.*

ISSUE ALCOHOLIC BEVERAGE LICENSE
Salma Panjwani – SMS Express LLC d/b/a Cavender's Corner
This is to discuss the issuance of an alcoholic beverage license to Salma Panjwani for SMS Express LLC, d/b/a Cavender's Corner, located at 30 Cavender Creek Road, Dahlonega, GA 30533.

Commissioner Sherrill disclosed that he had done some surveying work for the individual applying for this license.

***Motion**: Commissioner Shaw moved to approve this alcoholic beverage license. The motion was seconded by Bob Pullen and approved by Doug Sherrill, Steve Shaw, Rhett Stringer, and Bob Pullen. The motion carried.*

COMMENTS

COUNTY MANAGER

The County Manager had no comments at this time.

COUNTY ATTORNEY

The County Attorney had no comments.

COMMISSIONER COMMENTS & REPORTS: Strategic Priorities

Chairman Dockery – *Tourism*

Chairman Dockery said there is nothing new to report at this time.

Commissioner Sherrill – *Economic Development*

Commissioner Sherrill discussed three new businesses underway within the county. He said he encourages further community engagement on how to incorporate more citizens' ideas.

Commissioner Shaw – *Safety & Health*

Commissioner Shaw said there is nothing new to report.

Commissioner Stringer – *Infrastructure*

Commissioner Stringer updated the status of road debris cleanup and the Blackburn Road project. He discussed the four roads that are scheduled to be paved this year, and that additional units have been approved for construction at Rock Pointe Townhouses.

Commissioner Pullen – *Historic & Natural Resources*

Commissioner Pullen advised every one of the upcoming Bear on the Square event. He said the Old Jail Museum will be open for tours on April 18, 2015, during the event.

Other Commissioner Comments

Commissioner Sherrill stated that when it comes to policy and procedures, it is not a war but it is whatever the best decision is for the citizens and employees of the county.

CHAIRMAN

Chairman Dockery encouraged everyone to attend the 6:00 p.m. Joint Special Called Meeting on March 19, 2015.

PUBLIC COMMENTS

Sheriff Jarrard spoke about the upcoming "Relay for Life" Basketball Game and "Waiting for a Cure" event that will be held at the Wagon Wheel Restaurant.

Citizen Joshua Saint expressed his concerns regarding the retroactive portion of the shipping container regulations that are being revised by the Planning Commission.

EXECUTIVE SESSION
Pending Litigation

***Motion**: A motion was made by Commissioner Pullen to exit regular session at 6:33 p.m. and enter into executive session. The motion was seconded by Steve Shaw and was approved by Doug Sherrill, Steve Shaw, Rhett Stringer and Bob Pullen. The motion carried and the board entered executive session.*

Following discussion of pending litigation the following motion was made:

***Motion**: Commissioner Sherrill moved to exit executive session at 8:19 p.m. and reenter regular session. The motion was seconded by Steve Shaw. Motion was approved by Commissioners Sherrill, Shaw, Stringer and Pullen. The motion carried.*

ANNOUNCEMENTS
Chairman Dockery announced there had been discussion regarding possible litigation on the Inclement Weather Policy and there was not a resolution. The commissioners have agreed to meet with the Sherriff regarding litigation and how they will be moving forward.

ADJOURN
***Motion**: Commissioner Pullen moved to adjourn the meeting. That motion was seconded by Rhett Stringer and approved by all district commissioners. Motion carried and the meeting was adjourned at 8:24 p.m.*

24 April 2015
Date

Chris Dockery, Chairman
Lumpkin County Board of Commissioners

Attest:

Kathleen C. Walker
Clerk, Lumpkin County

Minutes

Board of Commissioners
January 22, 2015
7:00 P.M.

The Board of Commissioners of Fayette County, Georgia, met in Official Session on January 22, 2015 at 7:00 p.m. in the Public Meeting Room of the Fayette County Administrative Complex, 140 Stonewall Avenue, Fayetteville, Georgia.

Commissioners Present:	Charles Oddo, Chairman Pota Coston, Vice Chair David Barlow Steve Brown Randy Ognio
Staff Present:	Steve Rapson, County Administrator Floyd L. Jones, County Clerk Tameca P. White, Chief Deputy Clerk Dennis Davenport, County Attorney

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Call to Order

Chairman Oddo called the January 22, 2015 Board of Commissioners meeting to order at 7:09 p.m.

Invocation by Commissioner David Barlow

Commissioner Barlow introduced Amara, Jessica, and Angela Onuzo and he asked them to sing The Lord's Prayer. The sisters then sang the song as the Invocation.

Pledge of Allegiance

Commissioner Coston led the audience in the Pledge of Allegiance.

Acceptance of Agenda

Commissioner Ognio moved to accept the Agenda as published. Commissioner Barlow seconded the motion. No discussion followed. The motion passed unanimously.

PROCLAMATION /RECOGNITION:

1. Recognition of the 2014 All-County Volleyball Team.

Chairman Oddo introduced Mr. Christopher Dunn, Sports Editor for Fayette Daily News, and asked Mr. Dunn to help in recognizing the 2014 All-County Volleyball Team. The Board and Mr. Dunn then recognized the 2014 All-County Volleyball Team. The following All-County Volleyball Team Members came to the front of the room for recognition by the Board:

Alexis Broadwater- Player of the Year, Sandy Creek High School
Natalie Cagle
Carson Lamberth
Anna Marie Benson
Simone Cowan
Casey Grant
Maliyah Sokhna
Elon Yates
Savannah Grove

Copies of the request and Certificates of Recognition, identified as "Attachment 1," follow these minutes and are made an official part hereof.

2. Recognition of the 2014 All-County Softball Team.

Chairman Oddo introduced Mr. Christopher Dunn, Sports Editor for Fayette Daily News, and asked Mr. Dunn to help in recognizing the 2014 All-County Softball Team. The Board and Mr. Dunn then recognized the 2014 All-County Softball Team. The following All-County Softball Team Members came to the front of the room for recognition by the Board:

Alysen Febrey- Pitcher of the Year, Starr's Mill High School
Hannah Thomason- Batter of the Year, Whitewater High School
Maci Townsend
Joleigh Tye
Melanie Garlock
DeLayne Rotolo
Katelyn Perry
Sarah Middleton
Hannah Norton
Maggie Marrow
Haley Gill
Ruth Jones
Simone Floyd
Bridget Arquette
Erica Bowers
Amanda Jackson

Copies of the request and Certificates of Recognition, identified as "Attachment 2," follow these minutes and are made an official part hereof.

3. Recognition of Library Assistant Sharon Campbell as winner of the Team Player Award.

Commissioner Barlow briefly spoke about why he initiated the Team Player Award and he reminded everyone of the previous award winners. Commissioner Barlow then recognized Library Assistant Sharon Campbell as the newest winner of the Team Player Award. Library Director Chris Snell and the Chair of the Library Board, Gina Martin, also spoke about the outstanding contributions Ms. Campbell makes to the library. A copy of the request, identified as "Attachment 3," follows these minutes and is made an official part hereof.

4. Presentation by Fayette County's auditing firm, Nichols, Cauley & Associates, LLC, of the results of the Fiscal Year 2014 annual audit.

Certified Public Accountants William Sammons and Gregory Chapman, representing Nichols, Cauley & Associates, LLC, gave a PowerPoint presentation on the results of the Fiscal Year 2014 annual audit. Mr. Sammons and Mr. Chapman stated that both Fayette County and the Fayette County Water System financial statements received unmodified opinions. They said the unmodified opinions state there are no adjustments or anything of a material effect to the financial statements or disclosures. They reported there are no compliance issues to be reported and there are no significant deficiencies or material weaknesses in the systems. Mr. Sammons and Mr. Chapman then answered questions from the Board. The Board did not take action or give direction in this matter. Copies of the request and PowerPoint presentation, identified as "Attachment 4," follow these minutes and are made an official part hereof.

PUBLIC HEARING:

5. Public Hearing of Petition No. 1242-14, Earl W. Johnson, Owner, Rick Sewell, Agent, request to rezone 8.18 acres from A-R to R-70 to develop a Single-Family Residential Subdivision, with said property being located in Land Lot 254 of the 5th District and fronting on South Kite Lake Road, with one (1) condition.

Community Development Director Pete Frisina read the *Introduction to Public Hearings for the Rezoning of Property* into the record, and Mr. Frisina introduced Petition No. 1242-14 to the Board. A copy of *Introduction to Public Hearings for the Rezoning of Property*, identified as "Attachment 5," follows these minutes and is made an official part hereof.

Agent Rick Sewell and Mr. Earl Johnson spoke in favor of Petition No. 1242-14. They informed the Board that Mr. Johnson's 8.18 acre parcel has an existing home. Mr. Sewell replied that the intent was to take the 8.18 parcel and make it two 4.09 parcels. He said one of the parcels would have the existing house and the other parcel would be available for future use. No one else spoke in favor of this petition.

Mr. Larry Mapp spoke in opposition to Petition No. 1242-14. No one else spoke in opposition to this petition. Mr. Mapp, President of North Fayette County's Community Association, said the entire parcel does not fit in Fayette County since R-70 houses have a minimum size of 1,500 square feet, and he said the zoning ordinance requires a 50-foot frontage. He said the requirements result in cookie-cutter houses and low-income housing. He said, on behalf of those he represented, they are not in favor of Petition No. 1242-14.

Mr. Frisina replied that there was some misunderstanding since the 50-foot requirement pertained to the setback, not the frontage as stated by Mr. Mapp.

Mr. Sewell was permitted to answer in rebuttal to Mr. Johnson's opposition. Mr. Sewell replied that the intention was not to have cookie-cutter lots, but rather, based on an understanding that the R-70 zoning classification was the next restricted lot under the A-R zoning classification. He said Mr. Johnson was trying to establish "a less than five-acre lot" in order to be in keeping with the rest of the neighborhood.

Chairman Oddo asked what the minimum square footages are for A-R and R-40. Mr. Frisina replied that A-R is 1,200 square feet and R-40 is 1,500 square feet. He stated that the minimum sizes are relatively small, but given the housing market in Fayette County it is very common to have much larger houses constructed than the minimum allowance.

Mr. Sewell stated he felt they were consistent with Fayette County's Land Use Plan.

No one else spoke in favor of or in opposition to Petition No. 1242-14.

Commissioner Ognio moved to approve Petition No. 1242-12, Earl W. Johnson, Owner, Rick Sewell, Agent, request to rezone 8.18 acres from A-R to R-70 to develop a Single-Family Residential Subdivision, with said property being located in Land Lot 254 of the 5th District and fronting on South Kite Lake Road, with one condition. Commissioner Barlow seconded the motion.

Chairman Oddo asked Mr. Sewell if the applicant agreed to the condition of additional right-of-way, and Mr. Sewell replied that the applicant would abide by the condition.

Commissioner Ognio said he had concerns about the size of housing and about development in Fayette County. He said he was worried about the character of the County, but he felt this request met Fayette County's requirements.

The motion to approve Petition No. 1242-12, Earl W. Johnson, Owner, Rick Sewell Agent, request to rezone 8.81 acres from A-R to R-70 to develop a Single-Family Residential Subdivision, with said property being located in Land Lot 254 of the 5th District and fronting on South Kite Lake Road, with one condition passed unanimously. Copies of the request, Ordinance 1242-12 and Resolution 1242-12, identified as "Attachment 6," follow these minutes and are made an official part hereof.

6. Public Hearing on staff's request to adopt Resolution 2015-02 pertaining to the "Fayette County 2014 Annual Report on Fire Services Impact Fees, including Comprehensive Plan Amendments for Updates to the Capital Improvements Element and Short-Term Work Program (FY2015- FY2019)" and transmit the document to the Atlanta Regional Commission and the Department of Community Affairs.

Community Development Director Pete Frisina briefed the Board on the request to adopt Resolution 2015-02. Mr. Frisina stated this was an annual update and request. Mr. Frisina then gave a high-level update on Fire Services Impact Fees and he reported that the County had collected $126,884.00 in 2014. He reminded the Board that the County collected approximately $131,000.00 in 2013. He said collection of impact fees was based on a joint agreement between Fayette County and the Towns of Tyrone, Brooks, and Woolsey since Fayette County provides fire services to those jurisdictions. Mr. Frisina stated that the

current request was to approve the Annual Report, in concept, and adopt Resolution 2015-02. He said the documents would be transmitted to the Atlanta Regional Commission and the Department of Community Affairs for review and regional public hearing. He said after they approve the Annual Report, then the Board of Commissioners would have to adopt the report by the end of June 2015.

No one spoke in favor of or in opposition to the request.

Commissioner Barlow moved to adopt Resolution 2015-02 pertaining to the "Fayette County 2014 Annual Report on Fire Services Impact Fees, including Comprehensive Plan Amendments for Updates to the Capital Improvements Element and Short-Term Work Program (FY2015-FY2019)" and to transmit the document to the Atlanta Regional Commission and the Department of Community Affairs. Commissioner Coston seconded the motion. No discussion followed. The motion passed unanimously. Copies of the request and Resolution 2015-02, identified as "Attachment 7," follow these minutes and are made an official part hereof.

CONSENT AGENDA:

Commissioner Barlow moved to approve Consent Agenda Items 7 through 9. Commissioner Ognio seconded the motion. No discussion followed. The motion passed unanimously.

7. Approval of staff's recommendation to adopt Ordinance 2015-01, amending the Fayette County Code of Ordinances, Chapter 104- Development Regulations, as amended, specifically Article VIII. Off-Street Parking and Service Requirements. Copies of the request and Ordinance 2015-01, identified as "Attachment 8," follow these minutes and are made an official part hereof.

8. Approval of the Juvenile Court's request to accept a grant in the amount of $72,000.00 that has been awarded to Fayette County, and authorization for the Chairman to sign all required documents. Copies of the request and grant documentation, identified as "Attachment 9," follow these minutes and are made an official part hereof.

9. Approval of the January 8, 2015 Board of Commissioners Meeting Minutes.

Chairman Oddo mentioned that there were corrections to the January 8, 2015 Minutes that were made after the Agenda was published. He stated that the corrections were presented to the Board and that the vote would be to approve the corrected minutes.

OLD BUSINESS:

There were no items of Old Business on the Agenda for consideration.

NEW BUSINESS:

10. Consideration of staff's recommendation to award Bid #922- Lake Peachtree Dredging, to low-bidder Massana Construction, Inc., in the amount of $1,449,140.00, and to authorize the County Administrator to sign any associated documents related to this request.

County Administrator Steve Rapson briefed the Board on the request to award Bid #922- Lake Peachtree Dredging to Massana Construction. Mr. Rapson reminded the Board that the County went out for a dredging project based on a contractual obligation with the City of Peachtree City. He stated that the bid was issued and eighteen vendors actually talked to the County in regard to the bid, but only three vendors actually submitted bids to the County: Brent Scarbrough & Co., Massana Construction, and Waterfront Property Services. He stated that two of the bids were for $3.7 and $3.8 million, so staff was recommending the bid from Massana Construction for $1.5 million. Mr. Rapson stated that the primary difference between the bids relates to site work, removal of the dirt, and hauling. He said in this case, Massana provided a bid in 2003 and they have a commercial application for the dirt. Massana is lower because they are splitting the cost between the County and those who will purchase the dirt with the commercial application applied to it. Mr. Rapson said this was a good example of a local vendor working with the County. He added that although the Board was being asked to approve a $1.5 million contract, in reality, the cost was closer to $2.8 million based on how the vendors are handling the property. He thanked the representatives for Massana for working with the County. Mr. Rapson added that CH2M Hill was instrumental in facilitating the conversations with Massana.

Mr. Rapson reported that there were alternate bids in addition to the base bid, and he said the alternate bids were put into place for the City of Peachtree City so it could have alternate opportunities to dredge as well as do other things associated with the project. He pointed out that the alternate bid prices for Massana were significantly higher than were the alternate bid prices from Brent Scarbrough and from Waterfront. He said the vendor had two meetings with the City of Peachtree City and worked up the alternate bid numbers.

Mr. Rapson stated that the request was to approve the bid as presented with the exception of a change of all the alternate bids under Zones 1 and 2 be lowered from unit prices of $20,000.00, respectively, to $5,000.00. He added that similarly, the alternate bids for Zones 3 and 4 should be lowered from their listed unit prices to $6,500.00 each. Mr. Rapson stated that the City of Peachtree City intends to piggyback off of the contract, although the city is unsure of what it wants to do at the current time.

Mr. Rapson stated if the award was approved then the County would have to get the bonds approved. Once that occurs, he said the vendor would go out and put out erosion control with the work anticipated to begin in early February. He said the dredging work would last until the month of May. Mr. Rapson stated that the last time the lake was dredged, which was a wet dredge, approximately 20,0000 cubic yards of dirt were removed. He stated that this dredging would take approximately 64,000 cubic yards of dirt since this dredging is a dry dredging. He clarified that if a person took a square acre of land and stacked the 64,000 cubic yards of dirt on it then the dirt mound would be roughly 48-feet tall. He added that another way to understand the work is that it would take about 6,400 dump truck loads of material being removed from the lake, averaging about 100 dump trucks a day until May.

Dennis Chase: Mr. Dennis Chase said he was concerned since reservoirs that are similar to the Lake Peachtree reservoir normally have life expectancies of about sixty-five to seventy years before they are dredged for the first time. He pointed out that this recommendation would enact the third dredging of Lake Peachtree, and that it would cost millions of dollars for Fayette County's residents. Mr. Chase stated that the problems with Lake Peachtree were 100% the fault of Peachtree City. He said he could provide details on what contributed to the problems, but he stressed that Fayette County is taking on problems that it should not. Mr. Chase added that the City of Peachtree City had not lived up to its side of the agreement even though Fayette County had lived up to its part of the agreement, and that was a concern to him.

Mr. Rapson stated that this dredging initiative is based on an agreement between Fayette County and the City of Peachtree City that was signed in 1966 and was amended in 1985. He said the agreement was peculiar since the lake is owned by the City of Peachtree City and in return for the County to pull four million gallons of water out for the water plant; the return reciprocal is to dredge the lake every eight to ten years. He said the County is honoring the agreement. Chairman Oddo added that the agreement was written before some in the audience were even born.

Commissioner Ognio moved to award Bid #922- Lake Peachtree Dredging, to low-bidder Massana Construction, Inc., in the amount of $1,449,140.00, and to authorize the Chairman to sign any associated documents related to the request. Commissioner Barlow seconded the motion.

Commissioner Brown asked for an amendment to the motion to include the revised dredging for the City of Peachtree City for the city's amended projects.

Commissioner Ognio amended his motion to include the revised dredging alternates for the City of Peachtree City. Commissioner Barlow seconded the amendment to the motion.

Commissioner Brown stated that the agreement between Fayette County and the City of Peachtree City requiring the lake to be dredged is one of the worst contracts he has seen in his life. He said it was not a professionally written contract, and that one day the County needed to take another look at the contract that provides terms that will serve both Fayette County and the City of Peachtree City much better. Commissioner Brown said he is constantly asked about the lake, and he wanted to make sure everyone understood that the City of Peachtree City owns the lake, the dam, and the tree island that was created from a previous dredging project. He said Fayette County has nothing to do with that island, and that the city agreed to create the island many years ago. He said all the residents who want the county to maintain the islands; they need to know that it is the city's responsibility since they own the property and are accountable. Commissioner Brown thought the request currently before the Board was a good request and would also help the City of Peachtree City through the available alternative bids.

The motion to award Bid #922- Lake Peachtree Dredging, to low-bidder Massana Construction, Inc., in the amount of $1,449,140.00, to include the revised dredging alternatives for the City of Peachtree City, and to authorize the Chairman to sign any associated documents related to the request passed unanimously. Copies of the request and contract with Massana Construction, Inc., identified as "Attachment 10," follow these minutes and are made an official part hereof.

11. Approval of the January, 2, 2015 Board of Commissioners Meeting Minutes. Chairman Oddo was not present for this meeting.

Chairman Oddo pointed out that the January 2, 2015 Board of Commissioners Meeting Minutes had corrections made to them after the Agenda was published. He stated that the corrections could be obtained from the County Clerk's Office. He then clarified that the requested vote was to approve the corrected minutes.

Commissioner Brown moved to approve the January 2, 2015 Minutes as amended. Commissioner Coston seconded the motion. No discussion followed. The motion passed 4-0-1 with Chairman Oddo abstaining from the vote.

PUBLIC COMMENT:

Dennis Chase: Mr. Chase said he has much experience in dealing with the Lake Peachtree dam and its downstream water movement. He said there were several times when Flat Creek, below the dam, went dry. He said the first couple of times Flat Creek went dry the city took efforts to restore water but the third time the city took no effort; resulting in fish kills. Mr. Chase reported that the current agreement requires that the County maintains the water at a level that matches the property owners along the west side of Lake Peachtree. He added that the County has the option to not allow any water to flow out of Flat Creek, causing the creek to go dry. Mr. Chase stated that now that the dam is in need of repair, it meets a portion of the Clean Water Act– requiring a revisit of the permit for the dam. He stated that when the dam was built decades ago, its building preceded the Clean Water Act and therefore there was not a permit to require minimal releases. He added that all other lakes, be they Lake Horton or Lake McIntosh, require minimal releases since they were built in 1972 under the Clean Water Act. Mr. Chase added that all dams that take on new aspects, like the County was going to do with Lake Peachtree, also require a Clean Water Act permit. He stated that his point was that the County would need to have a Clean Water Act permit from the Environmental Protection Division. He added that if the County proceeded with the repairs without a permit then it risks running in violation of the Clean Water Act. Mr. Chase recommended that Fayette County stay clear of fixing the dam at all. He suggested that if the people in Peachtree City want a lake then they can fix it and they can get the Clean Water Act permit. He stated that downstream of the Lake Peachtree Dam all the way to State Route 74, Flat Creek is in violation of the State Standards for Water Uses and that it is on the State's 303D List for noncompliance pertaining to dissolved oxygen levels; largely because of the lack of minimal releases down the stream from Lake Peachtree. Mr. Chase stated that Lake Kedron comes into play because Lake Kedron is a main part of the feeding into Lake Peachtree. He stated if the flows to Lake Peachtree were going to be altered then it would require similar alteration to the flows from Lake Kedron, requiring a variation under the Clean Water Act. Mr. Chase requested the Board to stay clear of any expenditures of Lake Peachtree Dam since there are outside organizations looking to take legal actions against both Fayette County and the City of Peachtree City. He said if the County steps into the matter before the issues are cleared up then the County would be looking at legal problems. Mr. Chase agreed that the County should begin the dredging work, but he repeated his request for the County not to repair the dam until it has taken additional considerations.

Larry Mapp: Mr. Mapp stated that County Commissioners are responsible and representative of the county. He urged the Commissioners and the County to rethink funding the appeal process pertaining to representation on the Fayette County Board of Commissioners. He stated that this request was based on the best financial interests for Fayette County. Mr. Mapp stated that the appeals process rolled back the lower court's opinion, and in so doing, it could possibly void or roll back any decisions made by the Board–costing additional money.

ADMINISTRATOR'S REPORTS:

Conflicts with the Established Board of Commissioners Meeting Dates: County Administrator Steve Rapson stated that there were three conflicts with the Board of Commissioners meeting calendar that he wanted to bring to the Board's attention. He stated that the first conflict was on Thursday, March 12 since the ACCG's Leadership Conference conflicts with the Board's meeting schedule. He stated that staff wanted to move the Thursday, March 12 meeting to Tuesday, March 10 and to hold the meeting at either 4:00 p.m. or 7:00 p.m. Mr. Rapson reminded the Board that when it moved the last meeting there were two or three citizens who complained, so he recommended the move be to Tuesday, March 10 at 7:00 p.m. Mr. Rapson stated that there was another conflict on Thursday, February 26, 2015 since AVPride is holding its annual Diamonds in the Rough program at 6:30 p.m., and he recommended moving the meeting's time from 7:00 p.m. to 4:00 p.m. Mr. Rapson stated that the third conflict was

on Thursday, October 8, 2015 when there is a Legislative Leadership Conference in Athens. He recommended moving the meeting to Tuesday, October 6, 2015 at 7:00 p.m. Mr. Rapson concluded his remarks saying he would send an email to the Board with the suggested changes.

ATTORNEY'S REPORTS:

Notification of Executive Session: County Attorney Dennis Davenport stated that he had several items for Executive Session. He stated those items were three items of Pending Litigation, one item of Threatened Litigation, and one item for review of the January 8, 2015 Executive Session Minutes.

COMMISSIONERS' REPORTS:

Commissioner Barlow: Commissioner Barlow stated that Governor Deal declared January 22, 2015 as Georgia Right to Life Day. He said he and his wife went to Atlanta earlier in the day to march with about 1,000 people marching to celebrate life. Commissioner Barlow pointed out that Georgia does not use public funds to provide abortions, and that recently the GOP had introduced legislation to require no government funding for abortion. Commissioner Barlow stated that the keynote speaker at the event was Mr. Molotov Mitchell, a dynamic speaker who grew up in the Right to Life era. Commissioner Barlow asked people to Google a film that was produced by Mr. Mitchell entitled *Gates of Hell*. He said the film reveals the true agenda of Planned Parenthood. He said he prayed over the Capitol and the legislatures, and he stated that approximately twenty-five legislatures came to the Right to Life event and expressed their pro-life stance.

Commissioner Coston: Commissioner Coston thanked everyone for their attendance and she pointed out that it was great to see so many people from the community, as well as the Commissioners, celebrate the life and legacy of Dr. Martin Luther King, Jr. She stated that many people participated in the parade, a program, and a concert entitled *Let Freedom Sing*.

Commissioner Ognio: Commissioner Ognio stated that the County has a great new Emergency Operations Center. He said it took much work to get the center operation, and he thanked Fire Chief Scarbrough and his staff for their work in getting the Emergency Operations Center.

Commissioner Brown: Commissioner Brown pointed out that there was a memorandum on the dais dated January 12, and it is related to a response for the continuation of the Public Arts Committee. He thought, with the change of leadership, to bring this matter to the Board for a consensus to continue the committee. The Board consented to continue with the Public Arts Committee and for Commissioner Brown to continue as Chairman of the Public Arts Committee. Chairman Oddo asked for regular reports of what the Public Arts Committee is doing and for the reports to include cost estimates for proposed projects. Commissioner Brown replied that there are minutes taken for each meeting and that the minutes could be provided to the Board. Commissioner Brown thanked the NAACP for a perfect parade and he was glad to see so many people attend the parade. He thought this parade had the largest attendance, and he said it was followed up by a great program. Commissioner Brown spoke about the *Let Freedom Sing* concert and of Mr. Tyrone Jones' involvement at the concert. Commissioner Brown then spoke about an initiative he has started that will allow certain groups with differing views getting together and civilly discuss various options. He stated that the first meeting will focus on the Common Core Educational Standards, and he invited the people to participate in the meeting. A copy of the memorandum concerning the Public Arts Committee, identified as "Attachment 11," follows these minutes and is made an official part hereof.

Chairman Oddo: Chairman Oddo thanked everyone for the support they have given him over the past weeks. He stated he and his wife attended *The Gatsby Affair*, which was put on by Ms. Debbie Parrish, and he spoke about how enjoyable it was to see the event. He marveled at the work that Ms. Parrish was doing and he hoped it would gain greater publicity.

EXECUTIVE SESSION:

Pending Litigation, Threatened Litigation and Review of the January 8, 2015 Executive Session Minutes: Commissioner Barlow moved to recess into Executive Session. Commissioner Ognio seconded the motion. No discussion followed. The motion passed unanimously.

The Board recessed into Executive Session at 8:37 p.m. and returned to Official Session at 10:23 p.m.

Return to Official Session and Executive Session Affidavit: Commissioner Ognio moved to exit Executive Session and to authorize the Chairman to sign an Executive Session Affidavit. Commissioner Barlow seconded the motion. No discussion followed. The motion passed unanimously. A copy of the Executive Session Affidavit, identified as "Attachment 12," follows these minutes and is made an official part hereof.

Kennedy Mediation: County Attorney Dennis Davenport stated that about a week ago, the County entered into mediation pertaining to one of the outstanding West Fayetteville Bypass properties, and this particular mediation was in the case of Fayette County vs. Kennedy. He said the Case number of 2011V-1311. He said in the condemnation the County had paid $1,818.00 for the court's registry of permanent easement. He added that the County had also paid $33,525.00 of court registry for fee simple title for the portion of property needed for the West Fayetteville Bypass. Mr. Davenport stated that in the mediation that occurred, the parties agreed in principle to settle all issues by the County purchasing fee simple title to the remnant for an additional $12,420.00. He stated that for the property needed for the West Fayetteville Bypass, the County has agreed to pay an additional $68,475.00. Mr. Davenport summarized that the total additional amount that Fayette County has agreed to pay is $80,895.00. He concluded that the total amount agreed to, once coupled with what the County has already paid to the court, is $116,238.00. Mr. Davenport stated that another portion of the mediation is that the condemnees had requested consideration favorably if they chose to rezone their property from R-70 to A-R. He said the County agreed to waive the rezoning application fees. Mr. Davenport also informed the Board that there were some outstanding property tax issues that need to be adjusted for several years based upon property taken by the county and not adequately corrected. Mr. Davenport closed his report saying those were the terms and conditions agreed to at mediation.

Commissioner Ognio moved to approve what County Attorney Dennis Davenport put forth. Commissioner Barlow seconded the motion. No discussion followed. The motion passed unanimously.

Beck Mediation: County Attorney Dennis Davenport stated there was a second mediation based on a condemnation of the Beck property. He stated that the Case Number was 2011V-1312. He stated that during this condemnation the County had paid $5,700.00 into the court's registry at the time condemnation was filed. He said during mediation the County agreed to pay an additional $7,800.00 for a grand total of $13,500.00. He said this mediation would include the County receiving the remnant on the east side of the road while Ms. Beck would keep the remnant on the west side of the road. Mr. Davenport added that property taxes would be "trued-up" if in fact they are an issue.

Commissioner Ognio moved to approve the Beck agreement that County Attorney Dennis Davenport put forth. Commissioner Coston seconded the motion. No discussion followed. The motion passed unanimously.

January 8, 2015 Executive Session Minutes: Commissioner Ognio moved to approve the January 8, 2015 Executive Session Minutes. Commissioner Barlow seconded the motion. No discussion followed. The motion passed unanimously.

ADJOURNMENT:

Commissioner Brown moved to adjourn the January 22, 2015 Board of Commissioners meeting. Commissioner Barlow seconded the motion. No discussion followed. The motion passed unanimously.

The January 22, 2015 Board of Commissioners meeting was adjourned at 10:27 p.m.

Floyd L. Jones, County Clerk

Charles W. Oddo, 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 February 2015. Referenced attachments are available upon request at the County Clerk's Office.

Floyd L. Jones, County Clerk

Example D

Verbatim Minutes

1) Fulton County*

* Fulton County's sample minutes were 134 pages long- verbatim. At a minimum, the cost to Fulton County to produce the minutes was $1,172.00

One Responsive County provides a Verbatim Transcript of the Minutes

Fulton County provides a Verbatim Transcript of the Minutes

Example D-
Verbatim

FULTON COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

April 1, 2015

Fulton County Government Center
Assembly Hall
141 Pryor Street SW
Atlanta, Georgia 30303

MINUTES

This document is tentative, has not been ratified or approved by the Board of Commissioners, and is not binding on the County or any officer.

Scheduled date for ratification: May 6, 2015

CALL TO ORDER: Chairman John H. Eaves **10:00 a.m.**

ROLL CALL: Mark Massey, Clerk to the Commission

John H. Eaves, Chairman (District 7, At-Large)	**PRESENT**
Liz Hausmann, Vice-Chairman (District 1)	**PRESENT**
Bob Ellis, Commissioner (District 2)	**PRESENT**
Lee Morris, Commissioner (District 3)	**PRESENT**
Joan P. Garner, Commissioner (District 4)	**PRESENT**
Marvin S. Arrington, Jr., Commissioner (District 5)	**PRESENT**
Emma I. Darnell, Commissioner (District 6)	**PRESENT**

INVOCATION: Reverend Clifton Dawkins, Jr., County Chaplain

PLEDGE OF ALLEGIANCE: Recited in unison.

ALSO PRESENT: Dick Anderson County Manager; R. David Ware, County Attorney; Jeroyln Ferrari (County Attorney's Office); Darryl Carver (Chairman Eaves' Office); Edward Leidelmeijer and Denise Fraser (Vice-Chairman Hausmann's Office); Harriet Thomas (Commissioner Morris's Office); Dorsha Dawkins (Commissioner Arrington's Office); Jonathan Coulborn (Commissioner Ellis's Office); Terry Allen (Commissioner Garner's Office); Corey Adams (Commissioner Darnell's Office); Sharon Whitmore and Hakeem Oshikoya (Finance Department); Kun Suwanarpa (Public Works/General Services); Felicia Strong-Whitaker (Purchasing); Rick Edwards (Information Technology); Jessica Corbitt (Office of Communications); and Tonya R. Grier, Nikki Peterson and Chad Carlisle (Clerk to the Commission Office); and Janine Holm (Dynamic Court Reporting).

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15-0257	Request approval of the revised Severe Weather Policy. . **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**	5
15-0258	Request approval of a $4348.00 Grant Award from the ACCG Civic Affairs Foundation for two 2015 Summer Student Interns in sustainable economic development technologies, techniques, strategies, projects and practices. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**	5
15-0259	Request approval to accept a donation of $40,000.00 from Lifeline Animal Projects for landscaping and fencing work at the Fulton County Animal Shelter located at 860 Marietta Blvd. N.W. The period of performance ends on December 31, 2015. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**	5
15-0260	Request approval of a Memorandum of Understanding (MOU) with Microsoft to authorize Microsoft to use its third-party independent contractor - Inviso, Corporation, (Bellevue, WA), to provide a data assessment of Fulton County computer systems and approval to accept this service from Microsoft, through Inviso, Corporation, valued in an amount not to exceed $25,700.00, which shall b e paid directly by Microsoft to Inviso Corporation at no charge to Fulton County. The MOU is effective through completion of the services. Effective dates: Upon approval through December 31, 2015. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**	5
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15-0275 2015VC-0001 SFC, Campbellton Fairburn Road **(No Vote Taken)**..... 67

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15-0286 Request approval to accept a name change and authorizing the Department of Purchasing to reflect the name change of qPublic to Schneider Engineering Corp. Effective upon BOC approval. **(APPROVED)**..... 100

15-0287 Request approval to renew an existing contract - Department of Public Works/General Services, RFP #09RFP08155K-DJ, Operations & Maintenance Services for Fulton County Wastewater Facilities and Pump Stations in the amount of $12,093,822.00 with Veolia Water North America – South LLC (Atlanta, GA) to provide operation and maintenance services for the County's wastewater facilities and pump stations. This action exercises the first of a five year renewal option. No renewal option remains. Effective dates: July 6, 2015 through July 5, 2020. **(REMOVED)**..... 102

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15-0296 Request approval of a recommended proposal - Sheriff's Office, RFP #15RFP1022015B-WL, Jail Staffing Analysis & Assessment with Carter Global Associates, LLC (Atlanta, GA) in the amount of $365,910.00 to conduct Phases 1 and 2 of a comprehensive assessment of the staffing levels of Jail Operations, Court Services, Law Enforcement and Administrative Divisions of the Sheriff's Office. The contract will commence as of the date of the issuance of the Notice to Proceed and will terminate upon submittal of the Final Report. The Draft Report shall be due 120 days after the Notice to Proceed is issued. The Final Report shall be due 160 days after the Notice to Proceed is issued. In no event shall the contract exceed 180 days from the issuance of the Notice to Proceed. **(APPROVED)** 123

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CONSENT AGENDA

Board of Commissioners

15-0255 Adoption of the Consent Agenda - **(ADOPTED AS AMENDED)**

a. A motion was made by Commissioner Garner and seconded by Chairman Eaves to adopt the Consent Agenda as amended by removing item #15-0262 for separate consideration and correcting the Howard University Charter Day Proclamation as requested by Commissioner Garner thereby changing 48th to 148th Charter Day.

The motion passed by the following vote:

Yeas: 6 - Eaves, Hausmann, Ellis, Morris, Garner, Arrington
Absent: 1 - Darnell

b. A motion was made by Commissioner Morris and seconded by Commissioner Garner to reconsider adoption of the Consent Agenda.

The motion passed by the following vote:

Yeas: 6 - Eaves, Hausmann, Ellis, Morris, Garner, Arrington
Absent: 1 - Darnell

c. A motion was made by Commissioner Garner and seconded by Commissioner Morris to adopt the Consent Agenda as amended removing item #15-0262 for separate consideration.

The motion passed by the following vote:

Yeas: 6 - Eaves, Hausmann, Ellis, Morris, Garner, Arrington
Absent: 1 - Darnell

Mark Massey, Commission Clerk - "I was just waiting for the two other Commissioners who joined you. Page 2. Consent Agenda. #**15-0255**. Adoption of the Consent Agenda. All matters listed on the Consent Agenda are considered routine by the County Commission and will be enacted by one motion. No separate discussion will take place on these items. If discussion of any Consent Agenda item is desired, the item will be moved to the Regular Meeting Agenda for separate consideration."

Chairman Eaves - "Commissioner Garner, and colleagues, I'm having little challenges with the computer this morning so I may not be able to get your -- see your name in the queue."

Commissioner Garner - "Yes. Good morning, Mr. Chair. I'd like to make a correction to the Consent Agenda. On page 2 under Proclamation for spreading of the Minutes, under Proclamation recognizing Howard University's 48th Charter Day, that is 148th Charter Day."

Clerk Massey - "Thank you."

Chairman Eaves - "Okay. So noted. Is there a motion to approve the Consent Agenda?"

Commissioner Garner - "So moved."

Chairman Eaves - "Second?"

Commissioner Arrington - "Second."

Chairman Eaves - "Okay. Commissioner Arrington. Let's vote, please."

Clerk Massey - "The motion to adopt today's Consent Agenda as amended passes --."

Chairman Eaves - "Include me. Again, my screen is not working."

Clerk Massey - "Okay."

Mark Massey, Commission Clerk - "Page. Regular Meeting Agenda. **#15-0265**. Adoption of the Regular Meeting Agenda. Mr. Chairman and members of the Board, we have received a few requests for changes and some add-on items. The first item that was requested -- actually was from Commissioner Garner and so that means I made an error. You wanted to consider a Public Defender item from the Consent Agenda separately, on page 4. **#15-0262**? Is that still --."

Commissioner Garner - "Yes -- yes."

Clerk Massey - "Okay. Mr. Chairman, I think that may require for you to reconsider the Consent Agenda. I was --."

Commissioner Garner - "Did that come from the --."

Chairman Eaves - "I'm not sure what -- what's going --."

Clerk Massey - "There's a request to remove an item from today's Consent Agenda but that has already now been approved."

Chairman Eaves - "Okay. All right. Commissioner Morris."

Commissioner Morris - "I'm going to move for reconsideration of the Consent Agenda."

Commissioner Garner - "Second."

Chairman Eaves - "All right. Let's vote on that, please."

Clerk Massey - "Okay, I have Morris and Garner. The motion to reconsider the Consent Agenda is open. That motion passes. Five yeas -- six yeas, zero nays. And Commissioner Garner would like to consider one of the Consent Agenda items separately. That item is on Page 4. Item **#15-0262**. Request approval of a Memorandum of Understanding with the U.S. State Department Bureau of International Narcotics and Law Enforcement Affairs, to provide training and consultation to new and existing indigent defense programs in other countries. So that's to be heard separately. So that's removing --."

Commissioner Garner - "So moved."

Chairman Eaves - "All right. Wait a minute. That's going to go to the Regular Meeting Agenda?"

Commissioner Garner - "Regular Agenda."

Clerk Massey - "Well, you still need to approve the Consent Agenda --."

Chairman Eaves - "All right. Let's -- let's --."

Commissioner Garner - "So moved -- I'm sorry."

Chairman Eaves - "The Consent Agenda's been -- motion's been by Commissioner Garner. Is there a second?"

Commissioner Morris - "Second."

Commissioner Arrington - "Second."

Chairman Eaves - "Second by Commissioner Morris. Let's vote, please."

Clerk Massey - "That motion passes. Six yeas, zero nays."

15-0256 Proclamations for Spreading on the Minutes. **(SPREAD ON THE MINUTES UPON ADOPTION OF THE CONSENT AGENDA)**

Proclamation recognizing "Atlanta Healthcare, Music and Gospel Festival Appreciation Day." **(Garner)**
March 19, 2015

Proclamation recognizing "Leadership North Fulton - Government Day." **(Hausmann)**
March 19, 2015

Proclamation recognizing "Howard University 148th Charter Day." **(Garner)**
March 21, 2015

Proclamation recognizing "Foreverfamily, Inc. Appreciation Day." **(Garner)**
March 22, 2015

Proclamation recognizing "Reverend Dr. J. Allen Milner Appreciation Day." **(Eaves)**
March 28, 2015

Proclamation recognizing "Eagle Scout Conner Ellsworth Clark Appreciation Day." **(Eaves)**
March 28, 2015

Proclamation recognizing " Eagle Scout Warren Mills Cherry Appreciation Day." **(Hausmann)**
March 29, 2015

Proclamation recognizing "Eagle Scout Amaan Mitha Appreciation Day." **(Hausmann)**
March 29, 2015

Proclamation recognizing "Reverend James H. Sims Jr. Appreciation Day." **(Eaves)**
March 29, 2015

Proclamation recognizing "Eagle Scout Chase Thomas Clark Appreciation Day." **(Eaves)**
March 29, 2015

Proclamation recognizing "Eagle Scout Tyler James Wilson Appreciation Day." **(Eaves)**
March 30, 2015

County Manager

15-0257 Request approval of the revised Severe Weather Policy. . **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**

Economic Development

15-0258 Request approval of a $4348.00 Grant Award from the ACCG Civic Affairs Foundation for two 2015 Summer Student Interns in sustainable economic development technologies, techniques, strategies, projects and practices. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**

Health and Wellness

15-0259 Request approval to accept a donation of $40,000.00 from Lifeline Animal Projects for landscaping and fencing work at the Fulton County Animal Shelter located at 860 Marietta Blvd. N.W. The period of performance ends on December 31, 2015. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**

Information Technology

15-0260 Request approval of a Memorandum of Understanding (MOU) with Microsoft to authorize Microsoft to use its third-party independent contractor - Inviso, Corporation, (Bellevue, WA), to provide a data assessment of Fulton County computer systems and approval to accept this service from Microsoft, through Inviso, Corporation, valued in an amount not to exceed $25,700.00, which shall be paid directly by Microsoft to Inviso Corporation at no charge to Fulton County. The MOU is effective through completion of the services. Effective dates: Upon approval through December 31, 2015. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**

Library, Arts & Culture

15-0261 Spreading on the minutes : Final Approval of Land Acquisition for Library Capital Improvement Program, Phase I. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**

Public Defender

15-0262 Request approval of a Memorandum of Understanding with the U.S. State Department Bureau of International Narcotics and Law Enforcement Affairs (INL) to provide training and consultation to new and existing indigent defense programs in other countries. No County match. Effective upon BOC approval. **(APPROVED)**

ITEM REMOVED FROM THE CONSENT AGENDA FOR SEPARATE CONSIDERATION AS REQUESTED BY COMMISSIONER GARNER.

A motion was made by Commissioner Garner and seconded by Commissioner Arrington to approve.

The motion passed by the following vote:

Yeas:	**6 - Eaves, Hausmann, Ellis, Morris, Garner, Arrington**
Did not vote:	**1 - Darnell**

Mark Massey, Commission Clerk - "The Public Defender's item is on page 4 of the printed Agenda. Item **#15-0262**. Request approval of a Memorandum of Understanding with the U.S. State Department Bureau of International Narcotics and Law Enforcement Affairs."

Chairman Eaves - "Commissioner Garner."

Commissioner Garner - "Yes. Good afternoon. Didn't mean -- didn't want to keep you here very long but thank you for being here. I just wanted to know it seems like this is such a great opportunity that is afforded to Fulton County and I think we're one of two communities in the Country. I was just curious as to how this came about and what the impact of that is to our County."

Mr. Vernon Pitts, Fulton County Public Defender - "Sure, Commissioner. Good afternoon to all of the Commissioners. Last summer we were contacted by representatives of the state department, the Bureau of International Narcotics and Law Enforcement Affairs. And we were the second Public Defender Office that was contacted. The other office was the Washing D.C. Public Defender Office as well. They had already contacted and formed partnerships with some judges and some district attorneys offices but they had not formed a partnership with public defender's offices. What this is about, there are several reasons they wanted to do this and it's to ensure that some of these transnational criminal cases are handled in the jurisdiction where they actually occur, where they would not have to bring people back to this country to be tried and represented. What they wanted us to do was to develop a training program and to also act as consultants to travel to some of the other countries in order to do training to act as consultants, to let them know how best to handle their indigent defense. So that's really what it's all about. The cost will be borne fully by the State

Department including the staff salaries who have to travel and it could be anywhere from one-day to two-day sessions up to a maximum of two weeks."

Commissioner Garner - "Great. Thank you. It sounds like it speaks to your good work. Congratulations."

Mr. Pitts - "Thank you, Commissioner. We're looking forward to partnering with them."

Commissioner Garner - "Great. So I move approval."

Commissioner Arrington - "Second."

Chairman Eaves - "Second by Commissioner Arrington. Let's vote."

Commissioner Garner - "Thank you."

Mr. Pitts - "Thank you."

Clerk Massey - "The motion to approve passes. Six yeas, zero nays."

Public Works/General Services

15-0263 Request approval of a Utility Easement Dedication between Fulton County, a political subdivision of the State of Georgia and the Georgia Power Company, for the purpose of installing electrical service lines as required to provide electrical services for the new Northwest Branch Library. **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**

Development Authority of Fulton County - TEFRA (Tax Equity Fiscal Responsibility Act) - for Spreading on the Minutes

15-0264 Execution by Chairman John H. Eaves of TEFRA for documentation pertaining to the proposed issuance of its Development Authority of Fulton County - Spelman College Revenue Refunding Bonds, Series 2015, in one or more series, in an amount not to exceed $55,000,000.00 (the "Bonds"). **(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)**

REGULAR MEETING AGENDA

Board of Commissioners

15-0265 Adoption of the Regular Meeting Agenda. **(ADOPTED AS AMENDED)**

A motion was made by Commissioner Ellis and seconded by Commissioner Garner to adopt the Regular Meeting Agenda as amended by removing items #15-0284 , 15-0287; adding items #15-0295, 15-0296 as requested by the County Manager, #15-0297 as requested by Commissioner Ellis, and item #15-0298 as requested by Commissioner Morris.

The motion passed by the following vote:

Yeas: 6 - Eaves, Hausmann, Ellis, Morris, Garner, Arrington
Absent: 1 - Darnell

LATER DURING THE MEETING:

b. A motion was made by Commissioner Ellis and seconded by Chairman Eaves to reconsider the Regular Meeting agenda to move up items #15-0262 and #15-0288.

The motion passed by the following vote:

Yeas: 6 - Eaves, Ellis, Morris, Garner, Arrington, Darnell
Did not vote: 1 - Hausmann

Mark Massey, Commission Clerk - "Moving back to the Regular Meeting Agenda. **#15-0265**. Adoption of the Regular Meeting Agenda. There's two items being requested from the County Manager to be removed. The first item is on Page 11. Item **#15-0284**. Request approval for the sale of 1175 Johnson Road to the Atlanta Housing Authority. Also, on Page 12, Purchasing and Contract Compliance. **#15-0287**. Request approval to renew and existing contract, Department of Public Works and General Services, to provide operation and maintenance services for the County's wastewater facilities and pump stations. There are also some requests for add-ons The first item is **#15-0295**, Information Technology requests ratification of an emergency procurement, Department of Information Technology, for the -- to retain professional services resources. Also, on -- under Purchasing and Contract Compliance, **#15-0296**, request approval of a recommended proposal, Sheriff's Office, to conduct phases one and two of a comprehensive assessment of the staffing levels. Commissioner Ellis would like to add a Board appointment, **#15-0297**, Department of Family and Children Services Board. Commissioner Ellis is nominating Ms. Valerie Rogers for a vacant

District appointment to a term ending June 30, 2018. And Commissioner Morris would like to add item **#15-0298**. Discussion. Property Tax Exemptions based on Georgia Taxable Income. Those are all the amendments."

Chairman Eaves - "Is there a motion to approve?"

Commissioner Ellis - "So moved."

Commissioner Garner - "So moved -- second."

Chairman Eaves - "Seconded by Commissioner Garner. Commissioner Morris."

Commissioner Morris - "Just a quick question. Mr. Manager, on -- if you can, tell us why these two items are being removed, particularly the first one?"

Mr. Dick Anderson, County Manager - "So on the first item it -- there was a view from the staff that there's been some recent activity and we needed to get an updated appraisal. We have an appraisal but they'd like to get a most up-to-date one. And then on the second one there was some questions raised on how the prime contractor was handling one of the subcontractors and I think we need to do a little investigation on that"

Commissioner Morris - "Still working on it. Thank you."

County Manager Anderson - ". . . before we bring that one forward."

Chairman Eaves - "Let's vote, please."

Clerk Massey - "This is a motion to adopt today's Regular Meeting Agenda as amended and that passes. Six yeas, zero nays."

15-0266 Ratification of Minutes. **(APPROVED)**

Regular Meeting Minutes, March 4, 2015
Recess Meeting Post Agenda Minutes, March 18, 2015
Special Called Meeting Post Agenda Minutes, March 25, 2015

A motion was made by Commissioner Garner and seconded by Chairman Eaves to approve.

The motion passed by the following vote:

Yeas:	**6 - Eaves, Hausmann, Ellis, Morris, Garner, Arrington**
Absent:	**1 - Darnell**

Mark Massey, Commission Clerk - "**#15-0266**. Ratification of Minutes, Regular Meeting Minutes March 4th, Recess Meeting Post Agenda Minutes March 18th and Special Call Meeting Post Agenda Minutes March 25, 2015."

Commissioner Garner - "So moved."

Chairman Eaves - "Second. Let's vote."

Clerk Massey - "The motion to ratify the Minutes passes. Six yeas, zero nay."

15-0267 Presentation of Proclamations and Certificates **(PRESENTED)**

Proclamation recognizing "National County Government Month." **(BOC/Eaves)**

Proclamation recognizing "Christian City Appreciation Day." **(Eaves)**

Proclamation recognizing "AmeriCorps VISTA Appreciation Day." **(Eaves/Garner)**

Mark Massey, Commission Clerk - "**#15-0267**. Presentation of Proclamations and Certificates. The first item is sponsored by the full Board of Commissioners, a Proclamation recognizing National County Government Month."

Chairman Eaves - "Colleagues, if you could join me down at the podium for these Proclamations. And our new County Manager, Richard 'Dick' Anderson, if you could come down and receive the Proclamation on behalf of the County. Well, every year there is recognition given to the work of County Government which is often underappreciated as well as not necessarily easily understood, but nonetheless incredibly important. We touch the lives of citizens within a certain jurisdiction, large and small. And so as a way to bring acknowledgment to government on the County level, but just as importantly the wonderful employees who are the backbone of the organization who do a lot of the important work, rolling up sleeves and getting hands dirty but doing noble work on behalf of the citizens of a given jurisdiction. And so today it is certainly my pleasure to present the Proclamation on behalf of the entire Board and the Proclamation -- some of the excerpts of the Proclamation reads, whereas, the nation's 3,069 counties serving more than 300 million Americans provide essential services to create healthy, safe, vibrant and economically resilient communities; and Whereas, counties move America forward by building infrastructure, maintaining roads and bridges, providing health care, administering justice, keeping communities safe, running elections, managing solid waste, keeping records and much more; and Whereas, Fulton County and all counties take pride in their responsibility to protect and enhance the health, welfare and safety of its residents in efficient and cost-effective ways; and Whereas, in order to remain healthy, vibrant, safe, and economically competitive, America's counties provide transportation and infrastructure services that

play a key role in everything from residents' daily commutes to shipping goods around the world; and Whereas, each year since 1991 the National Association of Counties has encouraged counties across the country to actively promote their own programs and services to the public they serve in order to educate them on why counties matter. And Whereas, Fulton County recognizes the importance of providing first-rate service to citizens through its motto, You are Why We Are Here. Now, Therefore, Be It Resolved, that the Board of Commissioners encourages all County officials, employees, schools and residents to participate in county government celebration activities and does hereby proclaim the month of April 2015, as National County Government Month in Fulton County, Georgia . Here is a representative sample our wonderful employees, departments. Let's give them a hand, and we also want to present our County Manager."

Dick Anderson, County Manager - "Well, thank you, Mr. Chairman, for this recognition for the organization and its important work. And only being here a very short period of time but visiting a number of our locations, the Police Department, Fire Department, the Medical Examiner's Office just to name three, I can say that this Proclamation is well deserved. So thank you on behalf of our organization and our employees."

Mark Massey, Commission Clerk - "The next Proclamation is sponsored by Chairman Eaves. Proclamation recognizing Christian City Appreciation Day."

Chairman Eaves - "Could our friends from Christian City come forward, please. This is a facility that's been in place for 50 years in our County, Union City specifically, and has been an entity where people in our communities -- community who have experienced the seasons of life in terms of the aging process or suffer from strokes and heart attacks and it's been a tremendous and wonderful facility in terms of rehabbing and I can certainly say some personal experience in terms of my uncle, Reginald Eaves, having spent some time there. So I want to thank you for all your great work in our community. Whereas, Christian City is a non-denominational, non-profit organization with a mission to minister to the spiritual, physical, social and psychological needs of families with a particular emphasis on children, the aged and infirm through providing residential, health and social services according to the principles and teachings of the Christian faith; and Whereas, the first cottage at Christian City's Home for Children was opened to eight boys on Valentine's Day in 1965 and has grown to be recognized as a vibrant and active Atlanta retirement community as well as a refuge for children without families of their own; and Whereas, the Christian City campus has expanded both in size and scope with more than 1,000 residents being cared for on over 500 acres of land located in Union City, Georgia, and Whereas, services provided by Christian City include a Children's Village, a thrift store, four subdivisions of patio homes for seniors in a life lease setting, four apartment complexes for seniors on limited incomes, a 20-bed rehabilitation and nursing center, a 200-bed assisted living/personal care home, and two specialty units for victims of Alzheimer's Disease; and Whereas, while expressly Christian in orientation, Christian City does not discriminate in any way with regard to who can benefit from services and ministries they provide due to their ultimate mission being to minister to the physical as well as the spiritual needs of people as an

expression of the love of God to them; and Whereas, Christian City has recently celebrated 50 years of service to the community by helping abandoned and abused children and seniors while displaying a dedication that is indicative of the support Christian City has received and given throughout its long history. Now, Therefore, Be It Resolved, that the Board of Commissioners of Fulton County recognizes the 50th anniversary of Christian City for their dedication to serving and enriching the lives of children and seniors in need of a helping hand as they fulfill their motto of loving people, loving people and does hereby proclaim Wednesday, that's today, April 1 as Christian City Appreciation Day in Fulton County, Georgia. Thank you so much for all your great yeoman's work to our community. Let's give them a round of applause for their work."

Unidentified Male Speaker - "Thank you, Mr. Chairman. It's really an honor with the weight of matters that are considered by this group, it is quite a thing for you to take even a few moments to recognize the work of Christian City, 50 years a vital part of this great County of ours, and less nestled down where some people think we're in Macon, but really sometimes I used to think South Fulton was in Macon but now it's not, it's a vital part of everything and we're just so honored that you would take time to recognize this -- this accomplishment of thousands of people who paid great sacrifice over five decades now to see that the needs of people were met regardless of their creed or their views but just based on their needs. So we're indeed honored and grateful for this recognition. Thank you so much, Mr. Chairman."

Mark Massey, Commission Clerk - "The next Proclamation is co-sponsored by Commissioner Garner and Chairman Eaves. A Proclamation recognizing AmeriCorps VISTA Appreciation Day."

Commissioner Garner - "Is there anyone here from AmeriCorps VISTA? Good morning. Great. Good morning. It gives me great pleasure to, on behalf of the Board of Commissioners, to present this Proclamation and also my colleague, John Eaves, to VISTA celebrating 50 years of service. And I invited Commissioner Eaves to co-sponsor this Proclamation because he also served as a regional director for the Peace Corps which was the sister -- the domestic sister to Peace Corps, VISTA was, and VISTA, as we know, was started 50 years ago to actually support here, right at home, poverty. We still have a lot of work to do but I want to take this moment to say thank you for the work that you're doing under the auspices now of AmeriCorps to continue to address the issues facing our communities. So Whereas, community service and volunteerism have always been a vital force in American life as demonstrated throughout history when our nation has relied on the dedication and action of citizens to tackle our biggest challenges. AmeriCorps VISTA was created in 1965 as an antipoverty program under the Economic Opportunity Act of 1964 to serve the needs of the poorest Americans and continues to operate in over 60,000 nonprofit organizations today. In Fulton County over 20 nonprofits such as Truly Living Well Center for Natural Urban Agriculture service as sponsoring organizations of the AmeriCorps VISTA program and effectively demonstrate the power of community service by creating more sustainable, resilient communities through access to healthy food, health care, education, and economic opportunity. And AmeriCorps VISTA members demonstrate