

HARRIS COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION

October 5, 2021
6:30 P.M.

Commissioners Present: Andrew Zuerner, Susan Andrews, Bobby Irions, Becky Langston.
Commissioner Absent: Rob Grant. Staff Present: Randy Dowling, County Manager; Russell Britt,
County Attorney; Nancy D. McMichael, County Clerk.

1. **CALL TO ORDER.** Chairman Zuerner called the Regular Session to order.
2. **PLEDGE OF ALLEGIANCE.** Chairman Zuerner led those in attendance in the Pledge of Allegiance.
3. **MINUTES.** The motion to approve the minutes of the September 21, 2021 Regular Session and the September 21, 2021 Work Session was made by Commissioner Andrews, seconded by Chairman Zuerner, and passed unanimously.
4. **OLD BUSINESS**
 - A. **Development Authority Update: Northwest Harris Business Park Improvements & OneGeorgia Grant Application Status.** Craig Greenhaw, Chairman of the Harris County Development Authority, appeared before the Board and said that he appeared before the Board on May 18 and the Board approved funding for the grant writer and administrator, in the amount of \$22,000, for the improvement project regarding Parcel A (98 acres) in the Northwest Harris Business Park. He said that the grant application is almost complete, that the project cost is estimated to be \$2,401,476.14 and that toward the funding, West Point has committed \$510,138.80, the Development Authority has already provided \$48,400, the Grant will provide \$500,000, and the County is requested to fund the balance in the amount of \$1,342,937.34. Discussion included that improvements, which would include utilities, paving, clearing and demolition, will result in a pad-ready site and greatly improve the chances of a business locating in the Park, and that a letter from the Board committing to \$1,342,937.34 will be needed for the OneGeorgia application. Following discussion, the motion to approve the letter and commit to \$1,342,937.34, with funds coming from SPLOST 2019 (up to \$1,200,000) and General Fund, by including in next year's budget, to motion to approve, with funding as stipulated, was made by Commissioner Langston, seconded by Commissioner Andrews, and passed unanimously.
 - B. **Use of American Rescue Plan (ARP) Funds.** Randy Dowling, County Manager, said that the County had received \$3.4 million in federal ARP funds earlier in the year; that the use of the funds has been discussed several times and during the September 21 Work Session a consensus was reached as to the use of the funds with two changes, which have been made and are shown on the list. Discussion included that the State is providing a one-time supplemental pay to full-time public safety employees (Sheriff's office, EMS, 911, Jail, Prison); that the County has 149 such officers, which leaves approximately 130 full-time employees not receiving such pay; that the 130 full-time employees deserve the pay, but from the County; that the state will pay only the FICA taxes for the public safety employees with the County picking up the balance of the payroll taxes and the County will pay all payroll taxes for the other County employees; and that to do this, it will cost approximately \$220,000; that to cover the payroll taxes as well as the County supplement, \$150,000 can be taken from the Courthouse HVAC funds and \$70,000 from the broadband funds. Following discussion, the motion to approve the ARP project to include taking \$150,000 from Courthouse HVAC, \$70,000 from broadband, and adding \$220,000 for the supplemental pay/taxes as discussed, was made by Commissioner Andrews, seconded by Chairman Zuerner, and passed unanimously. (Document can be found in "Miscellaneous Documents" as MD#21-14.)
5. **NEW BUSINESS**
 - A. **Appointment: Board of Family & Children Services.** Chairman Zuerner said that a vacancy exists on the Board of Family & Children Services. He then made the motion to appoint Katherine Grant to complete the term of Phoebe Dawson, who resigned, and whose terms expires July 30, 2025. The motion was seconded by Commissioner Langston, and passed unanimously.
 - B. **Airport Five-Year Capital Improvements Plan (CIP).** Vice-Chairman Zuerner asked Phil Eberly, airport consultant with Lead Edge, to review and explain

the Airport’s CIP. Mr. Eberly said that the plan must be submitted to Georgia Department of Transportation (GDOT) on an annual basis, by November 30 of each year; that it includes proposed Airport projects for the next five years (FYE 2023, 2024, 2025, 2026 and 2027); and that the plan can be changed at any time should the Board desire to make changes. Following discussion, the motion to approve the CIP was made by Chairman Zuerner, seconded by Commissioner Langston, and passed unanimously. (Document can be found in “Miscellaneous Documents” as MD# 21-15.)

- C. **Impact Fee Methodology Report.** Chairman Zuerner asked Lee Walton, with Wood PLC, and Paige Hatley, with Hatley Plans, LLC, to review and explain the Impact Fee Methodology report. Mr. Wood said that in late spring, a meeting was held with the Impact Fee Advisory Committee, which was followed by the preparation of the Methodology report; that the Advisory Committee met on September 14 to review the document; that if the Board accepts the document, the next step would be to prepare the Capital Improvement Element (CIE). Ms. Hatley said that the CIE is a requirement of the State toward implementation of impact fees; that a public hearing for the CIE would be held; that meetings would also be held with the Advisory Committee and the Board to discuss what the impact fees should be, after which there will be two public hearings before the Board regarding the Impact Fee Ordinance and final fee schedule. Ms. Hatley reviewed various aspects of the report, how impact fees would work, and responded to questions from the Board. Discussion included that the projects shown in the Methodology Report results from meetings/contact with the various department heads (Recreation, Sheriff’s Office, EMS, 911) and with volunteer fire departments as to future needs; that “Rodeo Arena” on the Parks & Rec list needs to be changed to “Covered Arena” since it will be used for many other events and not just rodeo; that the Board is not obligated to do everything on the lists, but is obligated to choose from the list; and that the list should be reviewed every five years or so. Following discussion, the motion to accept the Methodology Report was made by Commissioner Andrews, seconded by Commissioner Irions, and passed unanimously. (Document can be found in “Miscellaneous Documents” as MD# 21-16.)

6. **COUNTY MANAGER**

- A. **Bid Award: Airport Apron Rejuvenation Project.** Randy Dowling, County Manager, said that the County had received a grant from GDOT to rejuvenate and remark the terminal area apron and taxiways; that bids were prepared and on the deadline date of September 23, the County received three bids, as follows:

Company	Bid Amount
Wall Asphalt Services (Carrollton GA)	\$ 68,274
Remac Inc. (Freeman VA)	\$ 69,196
Hasco Inc. (Summerfield NC)	\$ 73,280

Mr. Dowling said that bid responses were evaluated by Lead Edge (Airport consultant) and County staff; that is it recommended the bid be awarded to Wall Asphalt for the low bid of \$68,274; that Wall has complied with all bid requirements; and that the GDOT Aviation grant will cover 100% of this amount; that is approved, the project will begin during Spring 2022, have a duration of about 10 days and will entail the closing of the Airport runway for two to three days. The motion to award the bid to Wall Asphalt Services in the amount of \$68,274 and to authorize the County Manager to execute the contract and all other necessary related documents was made by Commissioner Langston, seconded by Commissioner Irions, and passed unanimously.

- B. **Surplus Property.** Randy Dowling, County Manager, said that County staff has deemed several items as unneeded for County operations and recommends the Board declare the items as surplus; that the items include 52+/- lockers from the Prison due to purchase of new lockers, 1981 Ford C8000 fire truck, 2012 Ambulance, Great Dane mower, Cushman Groom Master, Bush Hog, Kubota Tractor, and 12 I-Beams (10.5"wide X 30" tall X 44' long); and that Carroll County has requested the transfer of the lockers to its county prison. The motion to declare these items as surplus, to authorize the transfer of the lockers to Carroll County, and to authorize the sale of the remaining items via electronic public auction was made by Commissioner Andrews, seconded by Commissioner Langston, and passed unanimously.

- C. **Authorization to Submit GOSP Grant Application for Continuation of Man O'War Railroad Recreation Trail.** Randy Dowling, County Manager, said that staff has been working on and continues to work on the development of the Trail but more funding is needed; that the annual Georgia Outdoor Stewardship Program (GOSP) grant cycle has opened; that staff is working on a grant application for Phase VI to continue the Trail's development two additional miles from the current Harris County Carver Middle School (on US Hwy 27) to Hudson Mill Road; that the application deadline is October 15; that the GOSP grant is 75% state and 25% (minimum) County match, with a minimum grant amount of \$500,000; that the application seeks \$672,500 (46%) from the state and \$792,500 (54%) from the County T-SPLOST funds, for a total project cost of \$1,465,000; the status of the application won't be known until Spring 2022, and if successful, grant funds will be available during Summer 2022, and therefore, the project could be budgeted in next year's budget. The motion to authorize the submission of the GOSP application by resolution and for the County Manager and/or Chairman to execute all necessary documents was made by Chairman Zuerner, seconded by Commissioners Irions, and passed unanimously.
- D. **Census Population Figures (Final).** In response to a question from Commissioner Langston, Randy Dowling, County Manager, said that he is using the most recent population figure, as released by the 2020 US Census, wherever necessary.
- E. **Project Updates.** Randy Dowling, County Manager, reviewed various projects, as follows:
- (1) **UDC/Land Use Codes.** Draft has been published on County website, first reading on October 20 before Planning Commission, second reading on November 2 before the Board, and to be effective November 16.
 - (2) **Prison Roof Replacement.** Pre-bid held September 10, two bids opened September 30 with Board consideration on October 19; both bids were well over the budgeted \$145,000.
 - (3) **Ellerslie Park.** Gates, signs, and lake aerator have been ordered; construction has begun on the dock, maintenance facility; pavilion and land clearing moving forward. In response to a questions, Mr. Dowling responded that it may be possible to have the opening of the park as early as January 2022.
 - (4) **Man O'War Railroad Recreation Trail, Phase IV (aka Rails to Trails).** The bridge work has been completed with the painting of the bridge and on the bulkhead.
 - (5) **Man O'War Railroad Recreation Trail, Phase V (aka Rails to Trails).** Design and survey work ongoing and project should be completed this time next year using T-SPLOST funds.
 - (6) **Airport Apron Rejuvenation.** Bid award was made during tonight's meeting.
 - (7) **Courthouse Renovations.** Design should be completed in November, with project bid out in December, awarded in February, and completed by late June 2022.
 - (8) **Federal ARP Funds Projects.** Discussed and approved during tonight's meeting.
 - (9) **Impact Fee Study.** Methodology report was reviewed and accepted by the Board during tonight's meeting; with the next step is the preparation of the Capital Improvement Element.
 - (10) **County Record Storage and Elections Office Relocation.** Relocation of the Elections offices to the old Carver Middle School (on Carver Circle) took place on yesterday; the relocation of County records will take another 30-45 days.
 - (11) **Underground Diesel Fuel Tank Removal.** Tank is being removed sometime this month at a cost of \$12,000. In response to questions, Mr. Dowling said that plans are to construct an above-ground diesel tank at the new Public Works facility (planned for sometime next year), but until then, the fuel WEX cards can be used to purchase diesel from retailers in the County.

- (12) SPLOST. Collection is on budget.
 - (13) LOST. Collection is on budget.
 - (14) Single Family Home Permits. Issued 11 during September for a total of 63 this fiscal year.
 - (15) Grants. In response to a question, Mr. Dowling said that the County has or is in the process of applying for various grants including the Man O'War Railroad Recreation Trail (GOSP), Ellerslie Park, Northwest Harris Business Park (OneGeorgia), Elevated Water Tank (ARP), and Broadband (Diverse Power).
7. **COUNTY ATTORNEY**. Russell Britt, County Attorney, said he had no business to bring before the Board this evening.
8. **ADJOURNMENT**. There being no further business to discuss, motion to adjourn was made by Commissioner Langston, seconded by Chairman Zuerner, and passed unanimously.

Andrew Zuerner, Chairman

Attest:

Nancy D. McMichael, County Clerk