

HARRIS COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
February 5, 2013
7:00 P.M.

Commissioners Present: J. Harry Lange, Joey M. Loudermilk, Becky Langston, Jim Woods, Charles Wyatt.
Staff Present: John Taylor, County Attorney; Nancy D. McMichael, County Clerk.

1. **CALL TO ORDER.** Chairman Lange called the Regular Session to order.
2. **MINUTES.** The motion to approve the minutes of the January 15, 2013, Regular Session was made by Commissioner Woods, seconded by Commissioner Wyatt, and passed with four in favor (Woods, Wyatt, Lange, Langston), no opposition, and one abstention (Loudermilk, who was absent from the January 15 meeting).
3. **OLD BUSINESS**
 - A. **Edge Grant Application and Administration Agreement re: Koch Gas Line.** Chairman Lange said that action on this agreement was tabled pending review of the agreement by the Board and if the County would be reimbursed by Koch or Atmos Energy for same. He reminded the Board that the State has earmarked \$1.5 million for the gas line, but that the County had to make application for same; and that the application and administration of the grant would cost \$14,000, which cannot come from the grant proceeds. Discussion included that it has not yet been determined if the County would be reimbursed; if the County could act as the administrator; and if the County could make the application. Action was again tabled pending the reimbursement determination.
 - B. **FDR Pool and Expenses 2010 & 2012.** Chairman Lange said that during the January 15 meeting, the Board had requested more information on the revenue and expenses related to the operation of the FDR Pool during 2010 and 2012 and that same had been provided. Discussion included that the County's losses doubled from 2010 to 2012; that this is the 75th anniversary of FDR State Park and the County should probably continue operation this summer for that reason; and that it might be possible for Pine Mountain to contribute toward the operation of the pool. Chairman Lange directed Nancy McMichael, County Clerk and Assistant County Manager, to contact the mayor of Pine Mountain regarding the possibility of contributing toward the operation of the pool from SPLOST proceeds.
 - C. **Housing Authority Reappointment.** The motion to reappoint Pat Lowman, whose term expired October 31, to the Housing Authority for another term, to expire October 31, 2017, was made by Commissioner Loudermilk, seconded by Commissioner Wyatt, and passed unanimously.
 - D. **Railroad Recreation Trail Motion Withdrawal.** Commissioner Wyatt said that he had made a motion a couple of years ago for the Railroad Recreation Trail project to be in two 2-mile sections with one starting in Pine Mountain going south, and one from Hamilton going north. He said that he wanted to withdraw that motion at this time. There were no objections. [Minutes reflect that the motion was made and withdrawn on September 20, 2011.]
4. **NEW BUSINESS**
 - A. **Request for Tax Refund.** Chairman Lange said that James E. Dawson had made a request for a tax refund in the amount of \$59.88 because he did not own his vehicle on his birthday; and that the Tax Commissioner had agreed to the request. The motion to approve the request to refund \$59.88 was made by Commissioner Wyatt, seconded by Commissioner Langston, and passed unanimously.
5. **COUNTY MANAGER**
 - A. **Community Center: Automatic Doors, Additional Parking, and Concrete Access.** Nancy McMichael, County Clerk, said that there are several issues that need to be addressed in connection with the Community Center.
 - (1) **Automatic Doors.** Mrs. McMichael said that while the facility is handicapped accessible on the inside, it is difficult to actually enter the building, and it is recommended that automatic door openers be put in at the main entrance and at the main pool entrance to facilitate handicapped access, at a cost of slightly less than \$14,000. Following discussion, which included that sensors may be better than a press plate; that there may be a cost difference involved with same; and why wasn't such included with the original contract, Mrs. McMichael was directed to contact the architect about sensors and the cost for same, and Brian Williams, Community

Development Director, advised that Board that automatic doors, either sensor or press plate, are not a requirement.

- (2) **Additional Parking.** Mrs. McMichael said that she visited the Community Center a few weeks ago, on a Saturday, and there was no parking available anywhere; that cars were parked on the grass and on the main drive leading from Highway 116 to the facility; and that it has been suggested that additional parking be added beginning at the northern most point of where the current drive ends and extending west and south to allow for 50 additional spaces; that the additional parking would be graded aggregate base; that the cost estimate is approximately \$5,000; and that County personnel would do the work. Commissioner Langston said that she, too, had visited the Community Center recently and found very little parking available.
- (3) **Concrete Access.** Mrs. McMichael said that the access (about 150' x 12') to the right of the facility and leading to the back where the gas tank and the dumpsters are located, is currently rock; that the heavy trucks either delivering gas or emptying the dumpsters are tearing up the ground; that it is suggested that the access area be concreted in; and that the estimated cost is \$4,000 for the concrete and the necessary wood to form the concrete.

Mrs. McMichael said that the costs for these projects would come from the Community Center project budget. Following discussion, the motion to approve the additional parking and the concrete access was made by Commissioner Wyatt, seconded by Commissioner Langston, and passed unanimously.

- B. **Bid Results/Award: Multi-Purpose Fire Response Vehicle for Shiloh VFD.** Nancy McMichael, County Clerk, said that while the bids were received, the award recommendation has not yet been received from the Shiloh Volunteer Fire Department because none of the bidders prepared their bid in the order requested, which causes a search to be made to make sure what was requested was actually included; and she recommended that the reading of the results and the award be tabled to February 19. There were no objections to tabling.
- C. **Bid Results/Award: Animal Shelter Construction.** Nancy McMichael, County Clerk, said that two bids were received for the laying of approximately 6,000 concrete block at the Animal Shelter, as follows:

COMPANY	Bid Amount	TOTAL (based on 6,000± block)
Cline Service Company, Columbus, GA	\$ 5.00	\$ 30,000.00
Jimmy Marshall Masonry, Waverly Hall, GA	\$ 2.75	\$ 16,500.00

Mrs. McMichael said that it is the recommendation of Jamie Webb, Facilities Maintenance Director, to award the bid to Jimmy Marshall Masonry for the low bid of \$2.75 per block. The motion to award the bid as recommended was made by Commissioner Loudermilk, seconded by Commissioner Wyatt, and passed unanimously.

- D. **Bid Results/Award: Double Stack Convection Oven for Prison.** Nancy McMichael, County Clerk, said that two bids were received for a double stack convection oven for the Prison, as follows:

COMPANY	Meets Specs	Make/Model	Delivery	Bid Amount
Atlanta Fixture & Sales Atlanta, GA	Yes	Southbend SLBG/22SC	15 days	\$ 7,955.90
Central Restaurant Products Indianapolis, IN	Yes	Southbend SLGS/22SC	40 days	\$ 7,883.72

Mrs. McMichael said that it is the recommendation of Alex Haden, Warden, to award the bid to Atlanta Fixture & Sales for the bid of \$7,955.90 due to the reduced delivery time, and Commissioner Woods said he understands that the Prison has done business with Atlanta Fixture & Sales in the past and has good relations with same. The motion to award the bid as recommended was made by Commissioner Woods, seconded by Commissioner Langston, and passed unanimously.

- E. **Hamilton-Palmetto Creek Walking & Bicycle Trail, Phase III: Contract Change Order #1.** Nancy McMichael, County Clerk, said that this change order is for permanent grassing, rip rap and concrete that was either left out of the original bid or is needed to properly construct the last phase of the Walking & Bicycle Trail project, and that it changes the bid contract from \$60,855.88 to \$64,767.88. The motion to approve this change order was made by Commissioner Wyatt, seconded by Commissioner Woods, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #13-05.)

7. COUNTY ATTORNEY

- A. **Real Estate Acquisition: Water Works Expansion.** John Taylor, County Attorney, said that this document is for the purpose of purchasing a 2.05 acre tract, adjacent to the Water Works property on Highway 315, from Joseph Culpepper for the amount of \$60,000; that the reason for the purchase is to expand the Water Works office building; and that the closing is set for February 19. Discussion included that the County must provide a revocation of the first right of refusal on the remaining property owned by Mr. Culpepper. The motion to approve the document was made by Commissioner Langston, seconded by Commission Wyatt, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #13-06.)
- B. **Resort Zoning Clarification.** John Taylor, County Attorney, reviewed the history of Resort zoning which included that in 1993, all references to Resort zoning were deleted from the Zoning Ordinance, but because properties zoned Resort were still in existence, in 2003, the Zoning Ordinance was again amended to put Resort zoning back into the Ordinance, and that with such the amendment prevented new Resort zones, re-established rules for Resort zones, provided that property designated as Resort in 1993 would remain the same unless otherwise rezoned, and also required that after August 2003, no changing of Resort property to enlarge, subdivide, or otherwise change would be permitted without the proper rezoning. Discussion included that if Resort properties were not being enlarged, then such property should be permitted to subdivide property within the Resort area, as long as such subdivision meets County requirements, without having to rezone the property for the intended use, and consensus was to move forward with an amendment to the Zoning ordinance regarding same.

8. OTHER

- A. **Firewood Policy.** As a result of the Termination Appeal Hearing of Allen Culpepper, which took place immediately prior to the Regular Session, Commissioner Woods said that he would like to see a policy setting out that any firewood cut and left on the right-of-way by Public Works crews may be taken by citizens or employees, but that employees must do so on their own time and in their own vehicle.
 - B. **Agenda Back-up Material on Website.** Commissioner Woods made the motion to have agenda back-up items, with the exception of personnel issues, posted on the website so that citizens would know what the Board was discussing during meetings. The motion was seconded by Commissioner Wyatt and passed unanimously.
 - C. **Personnel Policies Amendment: Appeal to Include Grounds for Same.** Commissioner Loudermilk said, as a result of the previous Termination Appeal Hearing of Allen Culpepper, that when an employee requests an appeal to the Board that said appeal indicates on what grounds the appeal is being made. Nancy McMichael, County Clerk, said that could be included in the Personnel Policies, and that because there are other items that need to be addressed in the Personnel Policies, she would include this change and all other changes, submit same to the Board for discussion, and then finalize the document for approval.
 - D. **Inclement Weather Policy and Procedures.** In response to a question from Commissioner Langston, Nancy McMichael, County Clerk, said that last week's storm resulted in a power outage, and employees were in the dark a little over 30 minutes; that she waited that long to call Chairman Lange about closing the offices due to lack of power because in the past, power has come back on within a short time; that for other weather issues, some employees in the Courthouse start calling about closing when the first snow flake appears; that when there are ice conditions, the Department Heads are notified and they, in turn, notify their employees not to come to work; and that she can draft an inclement weather policy for the Board to review and possibly adopt.
 - E. **CodeRED.** In response to a question from a citizen, Chairman Lange briefly explained the CodeRED Emergency Warning system to include that citizens can sign-up to be notified on the cell, home or business phones in the event of bad weather or other emergency conditions. Nancy McMichael, County Clerk, said that a news release regarding the service will be forthcoming.
9. **RECESS FOR EXECUTIVE SESSION.** Chairman Lange made the motion, at 8:20 PM, to go into Executive Session for the purpose of discussion litigation and personnel matters. The motion was seconded by Commissioner Wyatt, and passed unanimously.
10. **RESUME REGULAR SESSION.** The motion to go back into Regular Session was made by Chairman Lange, seconded by Commissioner Wyatt, and passed unanimously.

11. **ADJOURNMENT**. There being no further business to discuss, the motion to adjourn was made by Commissioner Loudermilk, seconded by Commissioner Wyatt, and passed unanimously.

J. Harry Lange, Chairman

Attest:

Nancy D. McMichael, County Clerk