

**HARRIS COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION**

March 17, 2015

7:00 P.M.

Commissioners Present: J. Harry Lange, Joey Loudermilk, Martha Chewning, Becky Langston, Jim Woods. Staff Present: Greg Wood, County Manager; John Taylor, County Attorney; Nancy D. McMichael, County Clerk.

1. **CALL TO ORDER.** Chairman Lange called the Regular Session to order.
2. **PLEDGE OF ALLEGIANCE.** Chairman Lange asked Greg Wood, County Manager, and Lt. Colonel in the Air Force Medical Service Corps, to lead everyone in the Pledge of Allegiance, and Mr. Wood complied.
3. **MINUTES.** The motion to approve the minutes of the March 3, 2015, Regular Session was made by Commissioner Loudermilk, seconded by Commissioner Langston, and passed unanimously.
4. **NEW BUSINESS**
 - A. **Resolutions Honoring former Planning Commission Members.** Chairman Lange said that the Board is honoring two former members of the Planning Commissioners for their dedication to the County and for serving many years on the Commission.
 - (1) **James Rodgers.** Chairman Lange read the resolution honoring James Rodgers, who was in attendance to receive his resolution, and who served more than 31 years. The motion to approve the resolution was made by Chairman Lange, seconded by Commissioner Loudermilk, and passed unanimously.
 - (2) **Willie Rutledge.** Chairman Lange read the resolution honoring Willie Rutledge, who was in attendance to receive his resolution, and who served more than 32 years. The motion to approve the resolution was made by Chairman Lange, seconded by Commissioner Woods, and passed unanimously.
 - B. **Financial Statement: January 2015.** The motion to approve the January 2015 financial statement was made by Commissioner Woods, seconded by Commissioner Chewning, and tabled to April 7 by Commissioner Langston due to a question regarding a water expense at the Cattleman's Building.
 - C. **Request for Tax Refund: Deborah B. Poole.** Chairman Lange said that three requests had been received from Deborah Poole for refunds in the amount of \$38.69 (2014), \$38.77 (2013), and \$37.28 (2012) for taxes paid on 1.27 acres rather than 1.01 as reflected on her plat; that both the Tax Commissioner and Board of Tax Assessors agree with the requests. The motion to approve the three requests was made by Commissioner Loudermilk, seconded by Commissioner Langston, and passed unanimously.
 - D. **Job Description: Correctional Officer.** Greg Wood, County Manager, said that during the March 3 meeting, the Board approved changing the Crew Supervisors at the Prison to Correctional Officers and directed that the job description for Correctional Officer be revised to reflect the appropriate duties. After a brief discussion, the motion to approve the Correctional Officer job description was made by Commissioner Woods, seconded by Commissioner Chewning, and passed unanimously.
 - E. **Job Description: Development Services Director/County Engineer.** Greg Wood, County Manager, said that there had been discussion regarding the reorganization of the Community Development Department to include having the director be an engineer, and that a job description had been drafted. After a brief discussion, which included that several changes are needed, action was tabled to the April 7 meeting.
 - F. **Budget Schedule Amendment: FY 2015/16.** The motion to amend the budget schedule to change the dates on which department heads are to meet with the County Manager and Finance Officer was made by Commissioner Langston, seconded by Commissioner Woods, and passed unanimously.

5. **COUNTY MANAGER**

- A. **Surplus Vehicles/Equipment.** Greg Wood, County Manager, said that the list of surplus vehicles and equipment before the Board consists of vehicles with high mileage and equipment no longer used due to age or condition, and asked that authorization be given to sell the items on GovDeals or other means. Following a brief discussion, the motion to declare the list is vehicles and equipment as surplus and to authorize the sale of same via GovDeals or other means was made by Commissioner Woods, seconded by Commissioner Loudermilk, and passed unanimously.
- B. **Budget Amendments #1 FY 14/15.** Greg Wood, County Manager, said that the current budget needs to be amended for several items. There was discussion regarding the \$3,000 transaction due to “unbudgeted annual membership fee”, and as a result, same was removed from the list. Commissioner Langston also asked if the \$50,000 had been received from the Cattleman’s Association, as agreed, to go toward the construction of the Cattleman’s Association building at the Agri-Center, and Mr. Wood said that the money had been received. The motion to approve the list, with the exception of the \$3,000 “unbudgeted annual membership fee” was made by Commissioner Woods, seconded by Chairman Lange, and passed unanimously.
- C. **Hamilton: Directional Signs Assistance.** Greg Wood, County Manager, said that this item has been withdrawn from the agenda at the request of the City of Hamilton and that it is expected to soon be on an upcoming agenda.
- D. **Request for Executive Session.** Greg Wood, County Manager, requested an Executive Session for the purpose of discussing real estate and personnel matters. John Taylor, County Attorney, added that pending or potential litigation should also be included.

6. **COUNTY ATTORNEY**

- A. **Airport Expansion: Land Donation Agreement.** John Taylor, County Attorney, said that the Ida Cason Callaway Foundation has donated an additional 19.04 acres adjacent to and contiguous to the Airport; that the Foundation has executed a Limited Warranty Deed and Land Donation Agreement for same; and that the Board needs to approve the Land Donation Agreement. Following discussion, the motion to approve the Land Donation Agreement was made by Commissioner Loudermilk, seconded by Commissioner Woods, and passed unanimously. (Agreement document can be found in Contract & Agreements file as C&A #15-07; Deed can be found in Miscellaneous Documents file as MD #15-02.)
- B. **Grove Special Tax District Ordinance.** John Taylor, County Attorney, explained that as part of the bond documents regarding the Grove, a development of Mulberry Grove Development Company, LLC, a mechanism was included to make certain that the bond payments would be made; that the Ordinance before the Board creates a Special Tax District made up of the property currently owned as of January 1, 2015; that the Ordinance is necessary in the event payments cannot be made for the Board to implement the special tax district; that the tax would be levied on all of the foregoing parcels regardless of ownership at the time of the levy. Discussion included that a reference to the map showing the property currently owned by Mulberry Grove Development Company, LLC, is to be included in the ordinance. Following discussion, the motion to approve, with the suggested reference, was made by Commissioner Langston, seconded by Commissioner Loudermilk, and passed unanimously.
7. **RECESS FOR EXECUTIVE SESSION.** The motion to go into Executive Session for the purpose of real estate acquisition/disposition, personnel matters, and pending or potential litigation was made at 7:56 PM by Chairman Lange, seconded by Commissioner Langston, and passed unanimously.
8. **RESUME REGULAR SESSION.** The motion to resume the Regular Session was made at 9:05 PM by Commissioner Chewning, seconded by Commissioner Woods, and passed unanimously.
9. **OTHER**
- A. **Public Works Director.** The motion to promote Michael Brown to Public Works Director, due to the retirement of James York, at the annual salary of \$54,000 effective May 1, 2015, was made by Chairman Lange, seconded by Commissioner Woods, and passed unanimously.

- B. **Vehicle Maintenance Lead Mechanic**. The motion to authorize Greg Wood, County Manager, to offer up to \$18.00 per hour to fill the Lead Mechanic position that will be vacant upon the retirement of Bennie Elliott, was made by Chairman Lange, seconded by Commissioner Woods, and passed unanimously.
- C. **Finance Officer Contract**. The motion to authorize the County Manager to negotiate a two-year contract, to be drawn up by John Taylor, County Attorney, with Paul Glick to assume the duties of Finance Officer, effective April 6, 2015, not to exceed the rate of \$33 per hour or \$1,320 per week, was made by Chairman Lange, seconded by Commissioner Woods, and passed with four in favor (Lange, Woods, Loudermilk, Chewning) and one opposed (Langston). (Document can be found in “Contracts & Agreement” file as C&A #15-07A.)
10. **ADJOURNMENT**. There being no further business, the motion to adjourn was made by Commissioner Chewning, seconded by Commissioner Woods, and passed unanimously.

J. Harry Lange, Chairman

Attest:

Nancy D. McMichael, County Clerk