

**HARRIS COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION**

December 1, 2015

7:00 P.M.

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

1. **CALL TO ORDER.** Chairman Lange called the Regular Session to order.
2. **PLEDGE OF ALLEGIANCE.** At the request of Chairman Lange, Dwight Langston lead those in attendance in the Pledge of Allegiance.
3. **MINUTES.** The motion to approve the minutes of the November 17, 2015, Regular Session was made by Commissioner Loudermilk and seconded by Commissioner Woods. Commissioner Langston asked that paragraph 7A include that she had requested a change regarding the limits for written quotes and for sealed bids from \$25,000 to \$15,000. With that amendment, Commissioner Loudermilk amended his motion, Commissioner Woods amended his second, and the motion passed unanimously.
4. **OLD BUSINESS**
 - A. **Ag Building Rates & Rules.** Chairman Lange said that the rates and rules for the Ag Building had been revised based on the November 17 discussion and asked for comments. Discussion included the following changes to be made: (1) in section 1, combine Reservation Deposit and Cancellation Fee; (2) in section 2, indicate maximum capacity of 150 persons; (3) add to section 2 “appliances, such as turkey/fish cooker or deep fryer, may not be brought into or used inside the Facility”; (4) in section 4, add “injuries”; (5) in section 5, reword to indicate that use of Facility of any day other than the day reserved will result in additional rental fees being charged; (6) in section 7, change to reflect that full payment of fees is due at least 15 days in advance of event; (7) in section 8, add wording to indicate that should the event be cancelled and the set up of tables/chairs has occurred, the set up fee of \$125, in addition to the cancellation fee of \$50, will be retained; (8) in section 10, indicate that time of use should not exceed three hours; (9) in section 10, insert wording regarding non-profit organizations having 501(c)(3) status, except that churches will not be considered non-profit; (10) in section 12, staff is to discuss with the Cattlemans Association the number of locked cabinets needed and then insert the appropriate number; and (11) in section 12, delete “unsecured”. In addition, it was noted that the reservation must be in the name of an individual, and not a firm, organization, business, etc. Following discussion, the motion to approve the Rates & Rules was made by Commissioner Loudermilk, seconded by Commissioner Chewning, and passed unanimously. (Document can be found in “Miscellaneous Documents” file as MD#15-11.)
 - B. **SPLOST Update.** Commissioner Langston asked Paul Glick, Finance Officer, about the status of the SPLOST update, to which Mr. Glick responded that beginning with the next financial statement, the Board will be provided with SPLOST information. He also indicated he would provide Commissioner Langston with fire services SPLOST balance, which she requested.
5. **NEW BUSINESS**
 - A. **First Reading: Ordinance to Amend Alcohol Ordinance.** Chairman Lange said that this was the First Reading to amend the Alcohol Ordinance regarding parking spaces and changing the distance requirements to 100 yards for churches, residences, or lots zoned for residential purposes, to 200 yards for schools. There being no comments from the Board, he asked if anyone in attendance wished to comment on the amendments. There being none, he said that the Second Reading will occur during the December 15 meeting.

- B. **First Reading: Ordinance to Amend Quotes, Bids and Proposals Ordinance.** Chairman Lange said that was the First Reading to amend the Ordinance regarding quotes, bids and proposals, that included limiting the amount for written quotes to \$15,000 and requiring sealed bids for purchases of \$15,000 or more. There being no comments from the Board, he asked if anyone in attendance wished to comment on the amendments. There being none, he said that the Second Reading will occur during the December 15 meeting.
- C. **First Reading: Resolution, Ordinance & User Agreement Regarding Purchasing Cards and Credit Cards for Elected Officials.** Chairman Lange said that this was the First Reading for an Ordinance mandated by the State Legislature regarding the use of purchasing cards and credit cards by Elected Officials. Discussion included that the County does not have purchasing cards but such reference would remain in the documents in the event such cards are obtained; that only one elected official (Sheriff) has a credit card in their possession at all times; that it is the County's policy to provide a credit card to Elected Officials, as well as to employees, on an as-needed basis for travel and training purposes, and that the card and any supporting receipts are immediately submitted upon return from the travel and training. Following discussion, Chairman Lange asked if anyone wished to comment on the Ordinance. There being none, he said that the Second Reading will occur during the December 15 meeting.
- D. **Airport Update.** Jack Mayfield, of Pond & Company, the County's Airport consultant, appeared before the Board to provide an update regarding the current Airport projects. Mr. Mayfield said that the projects are underway, and weather permitting, are on schedule. In response to a question from Chairman Lange, Mr. Mayfield said that the jumbo T-hangar is on schedule to be completed by December 24.

6. COUNTY MANAGER

- A. **Priority Bridge List for GDOT.** Greg Wood, County Manager, said that GDOT has requested a list of five (5) bridges for consideration for funding purposes; that based on previous priority lists and discussions, the bridges on Harris Road, Mount Airy Road, Old West Point Road and Monument Road are suggested for submission; that while the bridge on Bethany Church Road over Turkey Creek Tributary is in need of work, the O Street bridge over Palmetto Creek is somewhat needier. Discussion included that while there may be a possibility of doing minor work on some bridges it would depend on the feasibility of same. Following discussion, consensus was to add the O Street bridge to the list to submit to GDOT. The motion to submit the bridges on Harris Road, Mt. Airy Road, Old West Point Road, Monument Road and O Street to GDOT was made by Commissioner Loudermilk, seconded by Commissioner Chewning, and passed unanimously.

7. COUNTY ATTORNEY

- A. **Agreement with West Point for Maintenance at Northwest Harris Business Park.** Jeff Todd, acting County Attorney, reviewed and explained the document to include that the maintenance of the right-of-way will be \$14,400 annually and the maintenance of the two park entrances, yet to be landscaped, would be \$12,400 annually. Discussion included that County crews have not been able to maintain the property in the manner that it should be and that the agreement is more cost effective than hiring and equipping another County crew. Following discussion, the motion to approve this agreement was made by Commissioner Langston, seconded by Commissioner Woods, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #15-39.)
8. **RECESS FOR EXECUTIVE SESSION.** The motion to go into Executive Session for the purpose of discussing potential or pending litigation was made at 7:55 PM by Chairman Lange, seconded by Commissioner Langston, and passed unanimously.

9. **RESUME REGULAR SESSION.** The motion to go back into Regular Session was made by Commissioner Chewning, seconded by Commissioner Loudermilk, and passed unanimously.
10. **ADJOURNMENT.** There being no further business to discuss, the motion to adjourn was made by Commissioner Chewning, seconded by Commissioner Loudermilk, and passed unanimously.

Attest:

J. Harry Lange, Chairman

Nancy D. McMichael, County Clerk