

**HARRIS COUNTY BOARD OF COMMISSIONERS**  
**REGULAR SESSION**  
September 6, 2016  
7:00 P.M.

Commissioners Present: J. Harry Lange, Martha Chewning, Becky Langston, Joey Loudermilk, Jim Woods. Staff Present: 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.** At the request of Chairman Lange, Derrick Moxley led those in attendance in the Pledge of Allegiance.
3. **MINUTES.** The motion to approve the Regular Session minutes of the August 16, 2016, the Called Session minutes of August 1, 5, 8 & 12, 2016, and the Work Session minutes of July 18, 2016 was made by Commissioner Loudermilk, seconded by Commissioner Woods, and passed unanimously.
4. **APPEARANCE OF CITIZENS**
  - A. **Cathy & Rickey Flournoy: Washington Road Issues.** Cathy and Rickey Flournoy, citizens who live on Washington Road, appeared before the Board regarding issues pertaining to the recent paving of the road, to include: soft shoulders, non-existent shoulders, the need for more speed limit signs, the need for “stop ahead” signs at appropriate locations (there isn’t one near Johnson Mill Road and the one near Morgan Copeland Road needs to be closer), the curve to the left of the intersection of Washington Road with Morgan Copeland Road that obscures vision, and ditches that hold water. Chairman Lange thanked Mr. and Mrs. Flournoy for bringing these deficiencies to the attention of the Board and said that the issues will be addressed.
5. **NEW BUSINESS**
  - A. **Resolution: Harris County Senior Little League Baseball Team.** Chairman Lange welcomed the members of the Harris County Senior Little League Baseball Team, their coach and their manager, and then read the resolution honoring the team for winning the State Champion title and placing fourth in the Regional Tournament. The motion to approve the resolution was made by Commissioner Loudermilk, seconded by Commissioner Langston, and passed unanimously. Ashley Marston, Assistant Recreation Director, said that the team received compliments on their sportsmanship, demeanor and behavior during the Regional Tournament.
  - B. **Resolution: Acceptance of Maple Creek Drive and Maple Creek Court in Maple Creek Subdivision.** John Taylor, County Attorney, said that in addition to the right-of-way deed, all documents necessary for the County to accept these roads have been received and appear to be in order. The motion to approve this Resolution was made by Commissioner Langston, seconded by Commissioner Woods, and passed unanimously.
  - C. **Proposal Award & Agreement: Subsurface Evaluation for Library.** Chairman Lange said that proposals had been received for the subsurface evaluations for the library site, as follows:

Company	Proposal Amount
Building & Earth, Columbus, GA	\$ 5,250
GEC Environmental, Columbus, GA	\$ 5,400

He then said that the recommendation of Lee Martin, architect with 2WR, the engineering consultant for the project, was to award the proposal to Building & Earth. John Taylor, County Attorney, said that he had reviewed the proposal, had made some changes, and recommended approval of same. The motion to award the proposal to Building & Earth and to approve the proposal was made by Commissioner Woods and seconded by Commissioner Chewning. In response to a question from Commissioner Loudermilk, Mr. Taylor reviewed the various changes he had made to the proposal. Following that discussion, the motion for approval passed unanimously. (Document can be found in “Contracts & Agreements” file as C&A #16-21.)

D. **Library Design & Layout and Construction Manager (CM) at Risk Request for Proposal.** Chairman Lange said that Lee Martin, architect with 2WR and consultant for the library project, was present to review the design and layout of the new library as well as the CM at Risk request for proposal (RFP). Mr. Martin explained the process used to determine what should be included in the library, displayed boards depicting various views of the proposed library to include its location in conjunction with the Community Center, and said that the new library is almost triple the size of the current library; that it will have a primarily open-floor plan with wide aisles and lower height shelving which can be increased as the volumes of books increase; that the windows will have proper solar orientation, be of high performance glass, and have exterior shading to reduce glare; that there will be a children's area, a teen's area, more seating throughout, a business center much like a mini "Kinkos", a conference room that can be reserved for meetings or similar functions, a meeting room that can be subdivided into two meeting spaces, a dedicated computer lab, a makerspace/multipurpose room to support activities from sewing and quilting to 3D printing and Lego robotics, an after-hours access to high-speed internet in a sheltered outdoor seating area near the main entrance, and that glass walls will allow viewing as to what is taking place inside the public use rooms (teen area, computer lab, makerspace, etc.). He also said that it will be a "turn key" building with all furnishings, equipment, and landscaping, and that the estimated cost of \$4.4 million will also include the cost for the CM at Risk. He then briefly reviewed the CM at Risk RFP. Discussion took place regarding the funding (\$2 million from SPLOST, \$2 million from the State, approximately \$16,000 from fundraising with more to take place, and naming rights for the various public use rooms) and the need for the CM at Risk. Keith Schuermann, Regional Director for the Troup Harris Library system, said that the library committee was pleased with the results of the survey and is excited about the new facility. He then introduced the new Library Manager for Harris County, Stephanie Green, who commented that she was looking forward to not only operating the current library but to the new facility as well. Following discussion, the motion to approve the general design and layout, as well as the CM at Risk RFP, was made by Commissioner Loudermilk, seconded by Commissioner Chewning, and passed unanimously. (CM at Risk document can be found in "Miscellaneous Documents" file as MD#16-04.)

E. **Wrightway Commercial Contract Modification: Airport Corporate Hangars Second Application of Sealant.** Chairman Lange said that after the first coat of the floor sealant had been applied to the corporate hangar floors, it was determined that a second coat of the floor sealant was needed, and due to the nature of the product, the second application had to be made within 24 hours of the first. He said that he approved the second application, at a cost of \$13,000, and that ratification of the approval, in the form of a contract modification, was needed. Discussion included that the responsibility for the oversight of the projects at the Airport were Pond & Co. and Bill Champion, Airport Manager. Following discussion, Chairman Lange made the motion to ratify and approve the contract modification, which was seconded by Commissioner Woods, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #16-22.)

F. **Appointment: Recreation Board.** Chairman Lange said that Aaron Wine had resigned his position on the Recreation Board as a member At-Large and that an appointment was necessary. Commissioner Langston said that three individuals had submitted letters expressing their interest in being on the Rec Board and that the Rec Board recommended the appointment of Kristi LaFortune. She then made the motion to appoint Kristi LaFortune to complete the term of Aaron Wine as an At-Large member with a term to expire December 31, 2017. The motion was seconded by Commissioner Chewning and passed unanimously.

## 6. **COUNTY MANAGER**

A. **Bid Award: CDBG (Kings Gap) Paving.** Nancy McMichael, County Clerk and Assistant County Manager, said that bids had been requested for the paving portion of the CDBG project in Kings Gap; that only one bid had been received from Robinson Paving in the amount of \$451,752 with the add-alternate for final stabilization of \$14,000 for a total of \$465,752; that the recommendation from EMC Engineering, the engineer for the project, was to award the bid to Robinson Paving; that because only one bid was received, the Department of Community Affairs (DCA) from whom the County received the \$500,000 grant, has to approve Robinson Paving as sole source provider; and that the bid can be awarded but the Notice to Proceed would not be issued until the DCA has approved Robinson Paving. Discussion included that the County will have to submit a letter to DCA along with

other documents, and that the DCA process may take about a month, and that because funds have been expended from the grant, the balance as of the last drawdown was \$353,000, which means the County will have to expend County funds toward the completion of this project. Following discussion, the motion to award the bid to Robinson Paving for the bid of \$465,752 was made by Commissioner Woods, seconded by Commissioner Chewning, and passed unanimously.

- B. **Personnel: 9-1-1 Job Description and Classification of Communications & GCIC/TAC Officer.** Nancy McMichael, County Clerk and Assistant County Manager, said that during the recent salary study, the position of Communications & GCIC/TAC Officer at the 9-1-1 Center was overlooked; that a draft of the job description had been prepared using that of a standard Communications Officer (CO); and that it has been recommended the position of Communications & GCIC/TAC Officer be added in Grade 11, which is one grade above the standard CO, at a starting rate of \$12.59. She said that upon approval, the person who currently holds this position will receive a pay increase retroactive to July 1. The motion to approve the job description of Communications & GCIC/TAC Officer and to assign this position to Grade 11 with a starting pay of \$12.59 was made by Commissioner Langston, seconded by Commissioner Woods, and passed unanimously. Mrs. McMichael, in response to a question from Commissioner Langston, said that the employee holding this position had been notified the Board would be considering the job description and pay rate tonight and if approved would be paid at the new rate retroactive to July 1.
- C. **Furniture: 24-Hour Chairs for the 9-1-1 Center.** Nancy McMichael, County Clerk and Assistant County Manager, said that the chairs at the 9-1-1 Center are worn out and the cost for new ones was not included in the budget. She said that information on five (5) different 24/7 chairs had been provided to the 9-1-1 Center employees and all chose the same chair, the cost of which is \$309. She said that it has been recommended that five (5) chairs be purchased and that the funds could come from Fund Balance or Contingency. The motion to approve the purchase of the five (5) chairs at \$309 each was made by Commissioner Langston, seconded by Commissioner Woods, and passed unanimously. Consensus was that the funds are to come from Contingency.
- D. **Extended Voting Hours.** Nancy McMichael, County Clerk and Assistant County Manager, said that Sherrail Jarrett, Elections Supervisor, had requested that the early voting hours for the upcoming November election be extended by two hours per day from October 31 through November 4, for a total of 10 extra hours in order to give those citizens who work until 5:00 an opportunity to vote early, which may help reduce the long lines at the precincts on voting day, and that the estimated cost will be \$800. Discussion included that the cost included the salary of the poll workers as well as the Elections Supervisor, and that the breakdown of the cost would be provided to the Board at a later time. Following discussion, the motion to approve the 10 extra hours was made by Commissioner Loudermilk, seconded by Commissioner Langston, and passed unanimously.
- E. **Personnel: Request for Four Detention Officers at Prison.** Nancy McMichael, County Clerk and Assistant County Manager, said that due to staffing concerns at the Prison, four additional Detention Officers are being requested - two for the inside of the Prison and two for the outside to work with inmate road details - at a start rate of \$13.22 per person (about \$110,000 annually, not including taxes or benefits). Following discussion with John Sikes, Deputy Warden, the motion to approve the four Detention Officer positions was made by Commissioner Loudermilk, seconded by Commissioner Chewning, and passed unanimously.
- F. **Projects Update.** In the absence of a County Manager, Nancy McMichael, County Clerk and Assistant County Manager, provided updates of various projects, which included:
- (1) **Old Courtroom.** Ceiling tiles and diffusers have been changed out; waiting on attic fans.
  - (2) **Restrooms in Pine Mountain.** Work continues by Facilities Maintenance; completion should be mid-October or early November.
  - (3) **CDBG Project.** Work continues by Public Works; should be completed in time to avoid delays in paving.

- (4) Sign Ordinance. The draft was provided to several area sign shops for comments; so far one has responded.
- (5) Master Fire Plan. The revisions to the Master Fire Plan have been provided to ESCI, but no response has yet been received.
- (6) Ellerslie Park. Inmate crew to be there Thursday to weed-eat and continue cutting the northeast trail. Consensus was to move forward with the RFP for the Sheriff's Office Substation.
- (7) Health Promotion & Wellbeing Grant. Notice was received earlier today that the County has been awarded a Health Promotion & Wellbeing Grant in the amount of \$2,500 from ACCG. There is no match required from the County for this grant, and Kris Summerall, HR/Payroll, has registered for the September 21 class, which is one of the requirements to receive the grant funds.
- (8) West Mars Hill Drive. In response to a question from Commissioner Woods regarding the status of West Mars Hill Drive, John Taylor, County Attorney, said that one property has to be condemned, and his partner will soon be working on same.

G. **Donation from Georgia Pacific for Fire Training Center**. Nancy McMichael, County Clerk and Assistant County Manager, said that the Council of Fire Chiefs has requested that the County accept a \$2,500 donation from Georgia Pacific, on behalf of the CFC, with the funds to be earmarked for training and/or equipment at the Fire Training Center. The motion to accept the donation of \$2,500 from Georgia Pacific and to earmark same for training and/or equipment at the Fire Training Center was made by Commissioner Langston, seconded by Commissioner Woods, and passed unanimously.

## 7. **COUNTY ATTORNEY**

- A. **Agreement w/Pond & Co.: Spill Prevention Control & Countermeasure Plan, Task Order #3**. John Taylor, County Attorney, said that because the Airport has two 12,000-gallon above-ground fuel tanks and one 6,000-gallon fuel truck, it must comply with EPA regulations that require a Spill Prevention Control & Countermeasure Plan to be in place; that Chairman Lange had signed the agreement to have the plan developed due to the urgency regarding same; and that Pond & Co., airport consultants, has prepared the document. He said that ratification and approval was needed. The motion to ratify and approve Task Order #3 was made by Commissioner Chewning, seconded by Commissioner Woods, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #16-23.)
- B. **Agreement & Resolution: GEFA Drinking Water Revolving Fund Second Modification of Promissory Note and Loan for the Water Treatment Plant Flocculation & Sedimentation Basin**. John Taylor, County Attorney, said that the Board had previously requested an increase in the loan amount from GEFA from \$2,000,000 to \$2,750,000 and that this is the paperwork in connection with the increase. The motion to approve the agreement and the resolution was made by Commissioner Chewning, seconded by Commissioner Woods, and passed unanimously. (Agreement document can be found in "Contracts & Agreements" file as C&A #16-24.)
- C. **Agreement w/GDOT: Acquisition of Right of Way for Bridge on Fortson Road at Standing Boy Creek**. John Taylor, County Attorney, said that GDOT will be replacing the bridge on Fortson Road at Standing Boy Creek; that the Board had previously discussed this project in May of this year, which included that the cost to the County could be around \$53,000; that this agreement includes that GDOT will prepare the legal descriptions and plats and the County will provide legal counsel and services in connection with the acquisition along with demolishing and removing any structures or other improvements that are situated within the right of way area; and that he recommended approval of same. The motion to approve the agreement was made by Commissioner Langston, seconded by Chairman Lange, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #16-25.)

D. **Agreement w/Traylor Business Services: Personal Property Verification Program**. John Taylor, County Attorney, reviewed and discussed the agreement for personal property verification, said that it was the same document as in years past, and that he recommended approval of same. Following discussion, the motion to approve this agreement was made by Commissioner Chewning, seconded by Commissioner Langston, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #16-26.)

8. **RECESS FOR EXECUTIVE SESSION**. The motion to go into Executive Session for the purpose of discussing personnel and potential litigation was made at 9:00 PM by Chairman Lange, seconded by Commissioner Loudermilk, and passed unanimously.
9. **RECONVENE REGULAR SESSION**. The motion to go back into Regular Session was made by Chairman Lange, seconded by Commissioner Loudermilk, and passed unanimously.
10. **ADJOURNMENT**. There being no further business to discuss, the motion to adjourn was made by Commissioner Loudermilk, seconded by Commissioner Chewning, and passed unanimously.

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J. Harry Lange, Chairman

Attest:

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Nancy D. McMichael, County Clerk