

**HARRIS COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION**

January 21, 2020

7:00 P.M.

Commissioners Present: Becky Langston, Susan Andrews, Rob Grant, J. Harry Lange, Andrew Zuerner.
Staff Present: Randy Dowling, County Manager; John Taylor, County Attorney; Nancy D. McMichael, County Clerk.

1. **CALL TO ORDER.** Chairman Langston called the Regular Session to order.
2. **PLEDGE OF ALLEGIANCE.** Chairman Langston led those in attendance in the Pledge of Allegiance.
3. **MINUTES.** The motion to approve the minutes of the January 7, 2020, Regular Session, was made by Commissioner Lange, seconded by Commissioner Andrews, and passed unanimously.
4. **NEW BUSINESS**

- A. **Set Qualifying Fees.** Chairman Langston said that State law requires the Board to set qualifying fees for elected officials and to publish same no later than February 1 of any year in which a general primary, nonpartisan primary or general election is to be held; that there are eight (8) offices for the upcoming election; and that the offices and qualifying fees are:

| | | | |
|---------------------------------|---------|--------------------------------------|---------|
| Commissioners (districts 4 & 5) | \$ 315 | School Board (districts 1, 3, 4 & 6) | \$ 72 |
| Coroner | \$ 360 | Sheriff | \$1,943 |
| Magistrate Judge | \$1,591 | Superior Court Clerk | \$1,591 |
| Probate Judge | \$1,591 | Tax Commissioner | \$1,591 |

The motion to set the qualifying fees as shown above was made by Commissioner Lange, seconded by Chairman Langston, and passed unanimously.

- B. **Alcohol License Transfer Application.** Chairman Langston said that A.V. Patel applied for the transfer of an alcohol license to his name and company, which is allowed under the Alcohol Ordinance; that the County Clerk is authorized to approve transfers; that the applicant must meet and comply with all requirements; and that a background check was performed and the Sheriff recommended disapproval of the transfer due to "criminal record". The motion to deny the transfer of the alcohol license to A.V. Patel was made by Commissioner Lange, seconded by Chairman Langston, and passed unanimously.

- C. **Appointments/Reappointments: Various Boards, Committees, Authorities.** Chairman Langston said that appointments/reappointments are needed for the following (each being acted on separately) as follows:

- (1) **Construction Board of Adjustments & Appeals.** The motion to reappoint Chance Carlisle, Joey Teel, and Ray Underwood for another term to expire June 30, 2023, was made by Commissioner Lange, seconded by Chairman Langston, and passed unanimously.
- (2) **Development Authority.** The motion to reappoint Charles Sweat and Gene Weldon for another term to expire December 31, 2023, was made by Commissioner Andrews, seconded by Commissioner Zuerner, and passed unanimously.
- (3) **Elections & Registration, Board of.** The motion to reappoint John Adams and Pam Jackson for another term to expire December 31, 2023, was made by Commissioner Lange, seconded by Chairman Langston, and passed unanimously.
- (4) **Library Board.** The motion to reappoint Bob Patterson, Jim Trott, and Charlotte Zuerner for another term to expire December 31, 2023, was made by Commissioner Grant, seconded by Commissioner Andrews, and passed unanimously.
- (5) **Public Improvements Authority.** The motion to reappoint Craig Greenhaw for another term to expire June 30, 2022, was made by Commissioner Zuerner, seconded by Chairman Langston, and passed unanimously.

- (6) Recreation Board. The motion to reappoint Steve Felt and Thomas Vowell for another term to expire December 31, 2022; to reappoint Garnett Ray as the School Board liaison for another term to expire December 31, 2021; and to appoint Brandon Fletcher as the Pine Mountain YSA representative to complete the term of Jairo Gay, which is December 31, 2020, was made by Commissioner Grant, seconded by Commissioner Zuerner, and passed unanimously.
- (7) Water Bill Assistance. The motion to reappoint Roger Smith for another term to expire May 31, 2022, was made by Commissioner Lange, seconded by Commissioner Andrews, and passed unanimously.
- (8) Zoning Adjustments, Board of. The motion to reappoint Michael Downs for another term to expire September 30, 2022, was made by Commissioner Zuerner, seconded by Commissioner Grant, and passed unanimously.

D. Resolution: Add Certain Volunteers to Workers Compensation

Insurance. At the request of Chairman Langston, Randy Dowling, County Manager, explained that Team Rubicon, a nation-wide non-profit organization utilizing the skills and experience of military veterans and others to deploy response teams and provide assistance to disasters, has offered to assist the County in cleaning up the March 2019 tornado damage in Eilerslie Park; that 30 volunteers from this organization have offered to cut up downed trees in the park and leave them in place for Public Works crews to collect and burn at a later date; that the dates selected to perform this work are Saturday and Sunday, January 25 and 26, 2020; that Brian Williams, Community Development Director, will direct, coordinate and oversee the volunteers; that the volunteers will be housed at the Ag Center building on Friday and Saturday nights and will use showers at the Community Centers after hours; that cots will be provided by the Department of Public Health at no charge; that the County will provide dinner on Friday and Saturday nights as well as several portable toilets in the park since the lodge is without water service at an estimated cost of \$400; that because Team Rubicon does not have its own workers' compensation insurance, the County, by Resolution, can add Emergency Management and Civil Defense Organizations to the list of volunteers currently covered by its workers' compensation policy; that while there is no charge to add these volunteers, there will be an assessment of approximately \$124/person when the County's workers' comp audit is performed; and that a motion and vote are needed to approve the Resolution to add these volunteers to the County's workers' comp policy. He also said that Monty Davis, EMA/911 Director, and James Woodham, of Team Rubicon, were in attendance to respond to questions. In response to questions, Mr. Davis said that he found out about Team Rubicon during a recent GEMA meeting in Thomaston; that the weather should be okay for the volunteer work to be performed on Friday and Saturday; that they are scheduled for this weekend only. In response to questions, Mr. Woodham said that about 70% of the volunteers are military veterans and that all volunteers do have health insurance. There being no further questions or comments, the motion to approve Team Rubicon as volunteers and to approve the Resolution to add such volunteers to the County's workers' comp policy was made by Commissioner Grant and seconded by Commissioner Andrews. In response to a question from the Board, John Taylor, County Attorney, said that even though the volunteers have their own health insurance, the County would still be liable for injuries and that he recommended their addition to the County's workers' comp policy. The motion passed unanimously.

E. Audit Presentation FYE 06/30/2019. Chairman Langston said that Clint Chastain, Chief Finance Officer, and Steve Voynich, of Robinson Grimes, are in attendance to review and present the FYE 06/30/2019 audit. Mr. Chastain appeared before the Board and said that the County is in excellent financial shape having 52.7% of the annual General Fund expenses on hand, or six months' working capital; and that with such, the County won't have to rely as much on Solid Waste and Water Works for funding. Mr. Voynich said that the only concern is internal control due to the limited accounting staff. Following discussion, the motion to approve the FYE 06/30/2019 audit was made by Chairman Langston, seconded by Commissioner Zuerner, and passed unanimously.

5. COUNTY MANAGER

A. Bid Award: Replacement Fuel Card Reader for Public Works and New Fuel Management System for Water Works & Budget Amendment #7. Randy Dowling, County Manager, said that an RFQ was advertised for (1) the installation of a replacement fuel card reader, cloud-based software, and fuel tank monitor at Public Works for its 10,000 gallon underground diesel fuel tank, and (2)

a new fuel management system consisting of a new card reader, cloud-based software, fuel tank monitor, dispenser unit, replacement 500 gallon above-ground fuel tank, and associated underground fuel piping at water Works for its 2,000 gallon above-ground gas tank and 500 gallon above-ground diesel fuel tank; that five RFQ responses were received, two of those were selected to make a presentation to the evaluation committee (County Manager, Public Works Director, Water Works Director, Facilities Maintenance Director, Finance Officer, and IT Manager), but only one followed through; the on-site presentation was made on November 21 by United Pump and Controls, Inc., of Suwanee, GA, who were then asked to prepare and submit their written proposal, as follows:

| | | | |
|--------------|----|------------|------------------------------------|
| Public Works | \$ | 34,212.50 | (\$36,000 budgeted) |
| Water Works | \$ | 99,857.50 | (\$0 budgeted; requires amendment) |
| TOTAL | \$ | 134,070.00 | |

Mr. Dowling said it is recommended the project be awarded to United Pump and Controls in the amount of \$134,070.00; that funding for the Public Works portion will be from the budgeted Public Works budget; that funding for the Water Works portion will be from Water Works and requires a budget amendment in the amount of \$100,000.00; and that if approved, the project can be completed within 90 days. Following discussion, the motion to award the project to United Pump and Control in the amount of \$134,070.00 and to approve Budget Amendment #7 and to authorize the County Manager and County Clerk to execute the necessary documents was made by Commissioner Andrews, seconded by Commissioner Zuerner, and passed unanimously.

- B. **Bid Award: Patching of 8 County Roads.** Randy Dowling, County Manager, said that bids were requested for the patching of eight (8) County roads (Lower Blue Springs, Crest Line Court, Hart Road, Maria Lane, Gateway Drive, Grantham Drive, Franklin Creek Drive, and Burnt Log Drive); and that two bids were received on January 16 as follows:

| COMPANY | BID AMOUNT |
|--|------------|
| Wolford Contracting Company, Fortson, GA | \$ 52,350 |
| Piedmont Paving, Inc., Newnan, GA | \$ 61,350 |

Mr. Dowling said it is recommended the bid be awarded to the low bidder, Wolford Contracting, in the amount of \$52,350; that funding for this project will be from SPLOST 2014; and that if approved, the project can be completed by May 31, 2020. Following discussion, the motion to award the bid to Wolford Contracting for \$52,350 and to authorize the County Manager and County Clerk to execute the necessary documents was made by Commissioner Lange, seconded by Chairman Langston, and passed unanimously.

- C. **Proposal: Engineering and Repair of Three County Bridges.** Randy Dowling, County Manager, said that three bridges (Oak Mountain Road over Sparks Creek, Whitesville Road over Standing Boy Creek, and Middlebrooks Road over Little Mountain Creek) were damaged during recent storms and need substantial repairs; that Sastry and Associates, a consulting firm that performs bridge assessments and work for the County, prepared an assessment report regarding the extent of the damages followed by a proposal to design, prepare bid specifications, provide bid assistance, and provide construction administration for the repair of the bridges at a cost estimate of \$115,125, and included repair estimates of \$45,000 for Oak Mountain bridge, \$45,000 for Whitesville Road bridge, and \$100,000 for Middlebrooks bridge (total \$190,000); that the total engineering and repairs costs are estimated to be \$305,125 and will be funded by SPLOST 2014; and that if approved, the design and repairs are estimated to be completed in about six months. Following discussion, the motion to approve the proposal from Sastry and Associates for engineering and administration in the amount of \$115,125 and to authorize the County Manager and County Clerk to execute the necessary documents was made by Commissioner Lange, seconded by Commissioner Grant, and passed unanimously. (Document can be found in "Contracts & Agreements" as C&A #20-02.)
- D. **Project Updates.** Randy Dowling, County Manager, reviewed various projects, as follows:

- (1) Replacement Telephone System. Bid specs are being prepared.

- (2) Replacement Fuel Card Readers. Approved during tonight's meeting; project will soon be underway.
- (3) LMIG 2020 Road Resurfacing. On bid; bid opening is February 6, 2020, and is expected to be completed by June 30, 2020.
- (4) Replacement Scoreboards for Recreations Facilities. Agreement is on tonight's agenda for action. (Note: agreement was approved.)
- (5) Ellerslie Park Lodge Repair. Final inspection should take place tomorrow.
- (6) Ellerslie Park Chipping & Grinding. Project is about 94% complete and should be finished this month.
- (7) Soccer Complex Parking Areas. Project has been delayed due to weather and is on Public Works' schedule to complete.
- (8) Rails to Trails. Phase I has been completed; Phases II and III are underway and should be completed in two to three weeks; and should receive word around March about the grant for Phase IV.
- (9) Airport Consultant. RFQ is being advertised with responses due February 7.
- (10) Water Line Upgrade on SR 315. Pre-construction meeting held January 17 with project completion expected in late February.
- (11) Land Use & Development Codes Update. Meetings took place earlier today with each commissioner, the steering committee, and the utilities to begin the process.
- (12) Melody Lakes Dam. Construction plans will be sent to EPD by March 5, then once approved by EPD, the bid process will start.
- (13) Compensation Study by CVIOG. Kick off meetings are scheduled for February 5 with department heads and key personnel.
- (14) Solid Waste Collections. Highest collection in the last five years occurred in December with almost 1,700 tons collected.
- (15) SPLOST, T-SPLOST Collections. Healthy and above estimates.

6. COUNTY ATTORNEY

- A. **Agreement: Coca Cola Bottling Company for Recreation Department Facilities**. John Taylor, County Attorney, reviewed the agreement from Coca Cola regarding the exclusive purchase/sale of Coca Cola products in all county-owned recreation locations (Community Center, Pate Park, Moultrie Park, Ellerslie Park, Pine Mountain Valley Park, Soccer Complex and the Man O'War Railroad Recreation Trail) beginning January 1, 2020 and extending to December 31, 2024. He said the agreement also includes that Coca Cola will pay \$1,000 annually to the Recreation Board as a marketing fee, a monthly 15% commission on vending products to the Recreation Board, provide up to 50 cases of complimentary 12 oz beverage products, and provide rebates to the Recreation Board; that the Recreation Department must purchase beverage products from Coca Cola to include cups, lids, and carbon dioxide; and that the Recreation Department will be able to purchase 10 new scoreboards, at a reduced price of \$57,200. Following discussing, the motion to approve this agreement was made by Commissioner Grant, seconded by Commissioner Zuerner, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #20-03.)
- B. **MOU: GEMA & Homeland Security**. John Taylor, County Attorney, reviewed the memorandum of understanding (MOU) and said it is a new requirement from GEMA in order to continue to receive the annual funding that has been received by the County for many years. Monty Davis, EMA/911 Director, was in attendance and said that the funding is an annual stipend in the amount of \$8,600 that is used for training and educational purposes. Following discussion, the motion to approve this MOU was made by Commissioner Lange, seconded by Commissioner Andrews, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #20-04.)

- C. **Agreement: GEMA Hazard Mitigation Grant.** John Taylor, County Attorney, reviewed the agreement and said the County must update its Hazard Mitigation Plan every five years; that the current plan expires January 7, 2021; that the County applied for the grant in February 2019 and has been awarded same; that in order to receive the funds, the agreement must be entered into; that the grant totals \$28,000 of which \$21,000 are federal funds, \$2,800 are state funds, and \$4,200 is the local share for which the time/salary of Monty Davis, 911/EMA Director, is counted. Monty Davis was in attendance and said that the funding will be used for the update of the Hazard Mitigation Plan, for which an RFP will be properly advertised. Following discussion, the motion to approve this agreement was made by Commissioner Zuerner, seconded by Commissioner Grant, and passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #20-05.)
- D. **Resolution: Declaration of Surplus Real Property & Authorization for Disposal of 3.29 Acres.** John Taylor, County Attorney, said when the County purchased the Ellerslie Park property it was in two tracts, one being 125.3 acres restricted to recreation purposes, and the other being 3.29 acres of unrestricted use; that the property is located on the west side of SR 85 across from Ellerslie Park; that the sale can be via public auction or sealed bid; and that staff has recommended the property be sold via sealed bid to the highest bidder with a minimum bid of \$250,000. Following discussion, the motion to approve the Resolution to declare the 3.29 acres as surplus property and to authorize the sale of same via sealed bid with a minimum bid of \$250,000 was made by Commissioner Lange, seconded by Chairman Langston, and passed unanimously.
- E. **Resolution: Declaration of Surplus Real Property & Authorization for Disposal of 24 Lots.** John Taylor, County Attorney, said that over the years, the County has acquired 22 lots within the Melody Lakes subdivision with the majority being 0.11 acres except for one which is 0.30 acres; that the County also acquired two other lots that are not within Melody Lakes, with one lot being 0.59 acres and the other 0.12 acres; that the sale can be via public auction or sealed bid; and that staff has recommended the sale of the lots via sealed bid with no minimum bid per lot. He suggested that the Board may want to consider a minimum bid and that he will be prepared to come back to the February 4 meeting with that information. Following discussion, the motion to approve the Resolution to declare the 24 lots as surplus property and to authorize the sale via sealed bid was made by Commissioner Grant, seconded by Commissioner Zuerner, and passed unanimously.
7. **REQUEST FOR EXECUTIVE SESSION.** Chairman Langston requested an Executive Session for the purpose of discussing real estate acquisition.
8. **RECESS FOR EXECUTIVE SESSION.** The motion to go into Executive Session for the purpose of discussing real estate acquisition was made at 8:20 PM by Commissioner Grant, seconded by Commissioner Zuerner, and passed unanimously.
9. **RESUME REGULAR SESSION.** The motion to go back into Regular Session was made by Chairman Langston, seconded by Commissioner Lange, and passed unanimously.
10. **ADJOURNMENT.** There being no further business, the motion to adjourn was made by Commissioner Grant, seconded by Commissioner Zuerner, and passed unanimously.

Becky Langston, Chairman

Attest:

Nancy D. McMichael, County Clerk