

**HARRIS COUNTY BOARD OF COMMISSIONERS
BUDGET WORK SESSION III**

May 29, 2018
4:00 PM

Board Members Present: J. Harry Lange, Susan Andrews, Martha Chewing, Becky Langston, Jim Woods. Staff Present: Randy Dowling, County Manager; Nancy D. McMichael, County Clerk.

Others Present: Jamie Webb (Facilities Maintenance), Mike Brown (Public Works), Mike Jolley (Sheriff), Stacy Haralson (Superior Court Clerk), Thomas Lakes (Probate Court), Vickie Jamerson (Tax Commissioner), Jennifer Webb (Magistrate Court), Julie Slater (District Attorney), Bill Lisenby (District Attorney), Stephanie Green (Library), Keith Schuermann (Library), Alex Santiago (IT), Jimmy Carver (EMS), Chris Walden (Sheriff's Office), Wayne Morris, (Tax Assessor), Jeff Culpepper (Water Works), Brian Williams (Community Development), Monty Davis (E911), Jamie White (E911), Cynthia Nelson (Prison), Clint Chastain (Finance Officer).

CALL TO ORDER. Chairman Lange called the meeting to order and said the purpose was to continue the discussion of the proposed budget for FY 18/19.

Facilities Maintenance (Department 06). Jamie Webb, Facilities Maintenance Director, appeared before the Board, distributed information, and said that he requested a new employee, which was cut by the County Manager; that out of 1,029 work orders in the last 12 months, 881 have been completed, and the majority of those within seven days; that there are three people to get the jobs done, with one of those people being assigned for upkeep of the Jail and the Prison; that if he gets a new employee, he will also need another vehicle; and that if he does not get a new employee, he would like a 10% raise for himself, Victor Barrios and Richard Sutton.

Public Works (Department 16). Mike Brown, Public Works Director, appeared before the Board and said that he really needs to have at least one tractor/mower put back in the budget because of the four tractors/mowers he has, one is usually down for repairs; that the extra tractor/mower would be used as when one of the others is being repaired and for the hay field; that the two trucks are needed due to the age of his vehicles; and that the current hay rake is 33 years old and needs to be replaced.

Sheriff's Office (Department 10). Mike Jolley, Sheriff, appeared before the Board and said he was happy with the budget, except for the salary.

Constitutional Officers (Mike Jolley, Stacy Haralson, Thomas Lakes, Vickie Jamerson, Jennifer Webb, and Julia Slater).

- ▶ Mike Jolley, Sheriff, presented a proposed pay plan for his deputies and said that the School Board is requesting six school resource officers this year for which they will pay \$30/hour for 8 hours a day, but not include off school events; that he has had a Lieutenant, a Sergeant, and a Deputy indicate they will go ahead and retire early in order to go to work for the School Board; and that the longevity issue still needs to be addressed and would handle most of the salary issues. He asked that the Board consider his salary proposal.
- ▶ Stacy Haralson, Clerk of Superior Court, said that she agrees with the Sheriff and presented a proposal pay plan for her employees and said that it could cover all employees, that should her Chief Deputy Clerk, who has been with the County 19 years, decide to leave, she doesn't know what she would do; and that she is proposing a 3% increase rather than 2%.
- ▶ Thomas Lakes, Probate Judge, said that he, too, supports the longevity increases presented by Sheriff Jolley and Mrs. Haralson; and that his Chief Deputy Clerk has been with the County 19 years.
- ▶ Vickie Jamerson, Tax Commissioner, said that she supports what has been presented; that her Motor Vehicle Supervisor has been with the County 12 years; and that addressing the longevity issue would benefit all employees.
- ▶ Jennifer Webb, Magistrate Judge, said that she concurs with what has been said; that her Chief Deputy Clerk has been with the County more than 20 years; and that resolving the salary issue would benefit all employees.
- ▶ Julia Slater, District Attorney, said that she supports the resolution of the longevity issue, which could make a difference in retaining employees.

District Attorney (Department 26).

Julia Slater, District Attorney, appeared before the Board and requested a salary increase for the current Assistant DA, for which the County pays, from \$27.68/hour to \$28.23/hour, if nothing else, to show appreciation for the work she has done and continues to do.

Bill Lisenby, Assistant DA, appeared before the Board and said that his Executive Assistant (paid by the County) is responsible for keeping things on an even keel for the attorneys, has been with the County 18 years, and requested an additional 2% above whatever increase the Board approves for employees. Regarding his Investigator (paid by the County), who is responsible for office law enforcement, managing witnesses, appointments for attorneys, and court security, should also receive an additional 2% above whatever increase the Board approves for employees.

Probate Court (Department 09). Thomas Lakes, Probate Judge, appeared before the Board and said that his requested part-time clerk had been eliminated but would like to have it reinstated as a full-time position; that with a new employee, additional furniture would be needed; that as a possible revenue stream, he is looking into the possibility of issuing Passports; that he is requesting his Chief Clerk's position be reclassified to the same grade as that of the Superior Court Chief Clerk (from Grade 14 to Grade 18); that while \$5,000 was eliminated from the repair line, perhaps his planned renovations to make the office safer for employees could be made using the recently approved SPLOST funds; that such renovations would be similar to what Magistrate Court has (glass partition); that the Travel line will increase due to additional training requirements, and he needs at least \$8,200 in that line; that Dues & Fees will increase accordingly, and he needs at least \$1,697 in that line; that Education & Training will also increase accordingly, and he needs at least \$1,160 in that line; and that the General Supplies-Office line was decreased from the requested \$16,500 to \$15,500 that will be used for storage needs/filing cabinets to convert a section of the office into a filing room.

Library (Department 27). Keith Schuermann and Stephanie Green appeared before the Board. Mr. Schuermann said that with the opening of the new library, circulation has increased by 50%; and that the increase in the budget is due to the expected increase in utilities as a result of the larger facility. Chairman Lange introduced Stephanie Green, librarian, to all.

IT (Department 51). Alex Santiago, IT Director, appeared before the Board and requested that the small equipment line be increased back to \$20,000, which was the amount originally requested, for the purpose of obtaining adequate tools and equipment to make unforeseen repairs/replacements to existing computer equipment. Discussion included that all critical computer information is backed up off site and could be reconstructed within a short time should the need arise; that there are 8 servers in the County and that back-ups occur every 15 to 30 minutes; that while he would like a vehicle, he has been using whatever vehicles are available in other departments, which is difficult because he has to transfer tools/supplies from vehicle to vehicle. Regarding the Courthouse Security Camera line, he recommended the \$25,000 be put into a Georgia Fund 1 account to earn interest until such time as adequate funds are available to fully address the security camera needs, the cost of which will be closer to \$100,000.

Salary Issues/Longevity/Compression. There being no further Department Heads or Constitutional Officers who wished to make comments, Chairman Lange said that salary issues/longevity/compression could be discussed at another Budget Work Session.

Ambulances. Randy Dowling, County Manager, said that the bidding out of two ambulances will be on the June 5 agenda for discussion and approval to move forward with the bid process, and to pay for same using General or Solid Waste funds and to repay with SPLOST funds, once the new SPLOST starts in April 2019.

Ambulances & Water Works Projects. Randy Dowling, County Manager, said that he and Clint Chastain, CFO, had prepared three scenarios regarding the purchase of the ambulances and the water projects. Clint Chastain, CFO, presented three scenarios showing effects on General Fund, Water Works and Solid Waste Fund Balances from 6/1/2018 through 6/30/2019. Scenario #1 - early purchase of two ambulances paid by General Fund & reimbursed by SPLOST 2019, and the immediate repayment of the water meter project GEFA loan by Water Works; Scenario #2 - early purchase of two ambulances paid by General Fund & reimbursed by SPLOST 2019, and the water meter project paid over 20 years at 0.80% by Water Works; and Scenario #3 - early purchase of two ambulances paid by General Fund & reimbursed by SPLOST 2019, and the water meter project and SR219 water line replacement paid over 20 years at 0.80% and 2.75% respectively by Water Works. Jeff Culpepper, Water Works Director, said it will take 12 to 18 months to complete the water meter project and funds could be included in the FY 19/20 budget.

John Taylor, County Attorney. There being no further comments, Chairman Lange announced that John Taylor, County Attorney, was doing better (from recent surgery) and that during his absence, while his partner, Jeff Todd, has been able to help with County issues to some degree, Mr. Taylor and Mr. Todd have recommended that Mark DeGennaro, an attorney in LaGrange, be retained on a temporary basis to assist the County.

Departmental Review. Chairman Lange announced that if there were no objections, the Board would review the budget department by department, with the exception of the salary/longevity/compression issues which could be discussed in another budget work session. There were no objections.

- ▶ **Administration (Department 02).** No change; reduction from FY 17/18 due to moving 50% of salary for the Registrar to Board of Elections & Registration.
- ▶ **Animal Control (Department 21).** No additional personnel, but two vehicles included; the two storage sheds (approximately 12 x 16 and climate controlled) cannot be constructed by the High School construction class; and a new work schedule is being drafted to better meet the needs of the citizens.
- ▶ **Board of Commissioners (Department 50).** No changes.
- ▶ **Board of Elections & Registration (Department 24).** Increase due to 50% of Registrar's salary being moved from Administration; includes runoff in July and election in November.
- ▶ **Board of Equalization (Department 53).** No changes.
- ▶ **Clerk of Superior Court (Department 07).** No changes.
- ▶ **Community Center (Department 28).** Delete the Commercial Patio Furnishings (of \$16,000); work on reducing the Commercial Fitness Equipment to about half; double-check Telephone System cost.

- ▶ Community Development (Department 29). No to changing PT person to FT; keep new vehicle in budget. (Consensus to delay person until FY 19/20.)
- ▶ Coroner (Department 14). No changes.
- ▶ District Attorney (Department 26). No changes.
- ▶ EMS (Department 08). No changes.
- ▶ Extension Service (Department 04). No changes.
- ▶ Facilities Maintenance (Department 06). No changes. (Consensus to add new employee FY 19/20.)
- ▶ IT (Department 51). Delete \$25,000 for Courthouse Security Cameras; add \$5,000 to Small Equipment line.
- ▶ Jail (Department 11). No changes.
- ▶ Magistrate Court (Department 23). No changes.
- ▶ Non-Departmental (Department 35). Delete \$33,000 (for Valley Partnership Joint Development Authority) from Dues and Fees.
- ▶ Prison (Department 15). No changes.
- ▶ Probate Court (Department 09). Increase Travel to \$8,200, Dues and Fees to \$1,700, and Education and Training to \$1,200.
- ▶ Public Works (Department 16). Add one tractor/mower at \$40,000.
- ▶ Recreation (Department 32). Delete \$16,000 from Small Equipment (for portable mounds) and move to Fencing Improvements for backstops at Moultrie Park.
- ▶ Sheriff's Office (Department 10). No changes.
- ▶ Superior Court (Department 22). No changes.
- ▶ Tax Assessor (Department 05). No changes.
- ▶ Tax Commissioner (Department 03). No changes.
- ▶ Vehicle Maintenance (Department 17). No changes.
- ▶ Volunteer Fire Departments (Department 36). No changes.
- ▶ Library (Department 27). No changes.
- ▶ Special Revenue Funds
 - Confiscated Assets fund (Department 52). No changes.
 - County Jail fund (Department 61). No changes.
 - County Law Library fund (Department 38). No changes
 - Drug Abuse Treatment & Education fund (Department 40). No changes
 - Emergency Telephone System/011 (Department 13). No changes at this time; further consideration for resurfacing parking lot.
 - Hotel/Motel Tax Fund (Department 80). No changes.
- ▶ Capital Project Funds [Public Improvements Authority (Dept. 79), SPLOST 2004 (Dept. 72), SPLOST 2009 (Dept. 73), SPLOST 2014 (Dept. 81), TSPLOST 2013 (Dept. 96), Library Construction (Dept. 82), Economic Development (Dept. 83), Rails to Trails (Dept. 84)]. More as info than anything else; and new pages to be provided for SPLOST 2019.
- ▶ Debt Service Fund (Department 77). More as info than anything else.
- ▶ Enterprise Funds
 - Airport Fund (Department 37). No changes.
 - Solid Waste Fund (Department 19). No changes at this time; perhaps look at cycling out some of the older garbage trucks.
 - Water Works Fund (Department 93). No changes.

NEXT BUDGET WORK SESSION. Consensus was to have another budget work session (#IV) on Tuesday, June 5, beginning at 5:00 PM, in the Commission Chambers (Room 223) of Courthouse.

ADJOURNMENT