

MINUTES

WORK SESSION OF THE COLQUITT COUNTY BOARD OF COMMISSIONERS

Tuesday, June 2, 2015

5:00 p.m.

CALL TO ORDER: The meeting was called to order at 5:00 p.m. by Chairman Terry R. Clark. The purpose of the meeting was to discuss upcoming agenda items and any other county business deemed necessary. The meeting was duly called and advertised.

PRESENT: Those present were Commissioners Luke Strong, Winfred Giddens, Marc DeMott, Donna Herndon, Paul Nagy, and Johnny Hardin. Also present were County Administrator Chas Cannon, County Attorney Lester Castellow, and County Clerk Melissa Lawson.

ALSO PRESENT: Finance Director Wayne Putnal, Chief Compliance Officer Justin H. Cox, Road Superintendent Stanley Kirksey, Shop Superintendent Mac Lawson, Moultrie Observer Reporter Alan Mauldin, and Rebecca Hardy, Office Manager – Tax Assessors Office.

BOARD PREVIEW: County Administrator Chas Cannon presented an overview of upcoming agenda items to be previewed before the regular meeting of the board at 7:00 p.m.

- Appointment to Colquitt County Board of Assessors – Mr. Cannon informed the board of a request received from Johnny Spooner, Chairman of the Board of Assessors, to reappoint Andrew Daniels to an additional three year term on the board. Mr. Cannon noted that Mr. Daniel's current term expires on June 26, 2015.
- Appointments to Moultrie – Colquitt County Planning Commission – Mr. Cannon stated that a request was received from Planning Commission Secretary Regina Strickland to reappoint Richie DeMott, Charles Matthews, and Charlie Powell to additional three year terms on the Planning Commission. If reappointed, Mr. Cannon explained that the terms would extend through July 1, 2018.
- Approval of Lease Agreement with MailFinance – Mr. Cannon reviewed a lease agreement with MailFinance, a Neopost USA Company, regarding the provision of an updated mail machine better equipped to handle the large volume of mail generated by the county on a daily basis. Mr. Cannon explained that the lease was for 63 months, and stated that funds were included in the current budget for this item. Mr. Cannon noted that monthly lease payments would be approximately \$633.73 monthly.

Wayne Putnal, Finance Director, stated that his department was experiencing serious issues with the current mail machine due to the large volume of mail generated by the county.

Commissioner DeMott questioned the number of departments that the new mail machine will service. Mr. Putnal replied that mail generated by all departments was processed using the machine in question.

Commissioner Hardin questioned the current monthly payment of the current lease. Mr. Putnal replied that it was approximately \$400.00 monthly.

- Approval of Bid for Property and Liability Insurance – Mr. Cannon explained that property and liability insurance coverage for the county was recently rebid in an effort to obtain more competitive pricing. As a result, Mr. Cannon stated that ACCG was the sole complete bidder. He further stated that the bid was approximately \$4,903.00 cheaper than the previous year's recommended contribution amount.

Mr. Cannon explained that it was his intent to rebid the county's annual contracts in an effort to save money.

- Declaration of Surplus County Property – In an effort to create space and generate revenue, Mr. Cannon reviewed a list of equipment submitted by several departments that was identified as being surplus to the county's needs. Upon approval by the board, Mr. Cannon explained that the items would either be salvaged or transported to auction. Mr. Cannon projected auction proceeds to exceed \$22,000.00.

(Alan Mauldin entered the meeting at 5:07 p.m.).

- Approval to Begin Road Closure Procedures – Wilkes Road – Mr. Cannon explained that Commissioner Nagy would request that the road closure process begin on behalf of Rick Moss, landowner. Mr. Cannon presented an aerial map of the proposed area.

Commissioner Nagy stated that he fully supported the closure and stated that the area was a popular dumping site for construction debris.

Mr. Cannon stated that the closure would also save the county money in regards to maintenance.

- Request for Budget Amendment – Mr. Cannon explained that the proposed budget amendment within the Solid Waste Fund, in the amount of \$50,000.00, would be used to pay for the feasibility study and survey for the new landfill site. Mr. Cannon further explained that the revenue for the amendment would be derived from timber harvest proceeds and auction revenue proceeds.

Mr. Putnal stated that the revenue would be classified as site improvements to the landfill. He further stated over \$100,000.00 in additional revenue had been deposited into the Solid Waste Fund as a result of equipment auctions.

OTHER BUSINESS: At this time, Mr. Cannon reviewed items received after the agenda deadline.

- Approval of Contract with GIS1, LLC – Mr. Cannon stated that the purpose of this contract, which was requested by Interim Chief Appraiser Jim Davis, was to locate

unrecorded accessories, houses, or other structures that have not been recorded on the tax digest. Mr. Cannon further stated that the cost was approximately \$32,000.00 and explained that funding would be derived from the upcoming budget. Mr. Cannon informed the board that the project would be completed in 180 days. At this time, Mr. Cannon called upon Rebecca Hardy, Office Manager within the Tax Assessors office, to elaborate.

Ms. Hardy explained that the process would consist of taking a current data layer, overlaying another data layer and upon completion, any new accessories or structures currently not on the tax digest would be flagged. Mr. Hardy stated that upon a trial run of this process, ten unrecorded swimming pools were discovered within minutes. Mr. Hardy explained that adding accessories and structures such as this would enhance the tax digest, which would in turn increase tax revenue.

Chairman Clark requested clarification regarding all that was currently needed in regards to the project was basically permission to begin. Mr. Cannon replied that this was correct.

- Lease Renewal of Veterans Administration Office – Mr. Cannon reviewed a request received from the State Properties Commission requesting extension of the lease agreement regarding the provision of office space for the local Veterans Administration field office located within the Annex. Mr. Cannon explained that the term would extend from July 1, 2015 – June 30, 2016, and would remain at the current rental income level of \$300.00 monthly.
- Approval of Bid for Bullet Proof Vests – EMS – Mr. Cannon explained that three bids were received regarding the provision of bullet proof vests for EMS personnel. Mr. Cannon stated that the bid from GALLS, LLC, in the amount of \$8,027.00, was the recommended bid due to vendor performance and individual measurement of existing personnel by GALLS staff in order to ensure proper fit. Mr. Cannon further stated that funds were included in the current fiscal budget for this purchase.

Amy Williams, EMS Director, explained that participation in a recent training exercise made her realize that her personnel were not adequately protected in dangerous situations. Ms. Williams stated that she felt the high level of crime in Colquitt County warranted the adequate protection of EMS personnel.

- Public Hearings – Mr. Cannon stated that two requests for variance and one request for a special use permit would be presented during the public hearing portion of the agenda.

Justin H. Cox, Chief Compliance Officer, presented the three requests to the board. Mr. Cox noted that all requests were approved by the Moultrie – Colquitt County Planning Commission.

Commissioner Herndon questioned the difference between a request for rezoning and a request for a special use permit.

Mr. Cox explained that the zoning ordinance allowed for certain things to be accomplished without a request for rezoning, but via the use of a special use permit. To further illustrate, Mr. Cox stated that an existing parcel that was zoned AG could not permit retail sales of any kind, and would require a request for rezoning in order to facilitate any type of retail sale.

- County Attorney Lester M. Castellow – Mr. Castellow stated that back in 2011 the county improved Ellis May Road by paving and widening the roadway. Mr. Castellow explained that a parcel on this road had a pending sale and the closing real estate attorney requested that the county abandon the old road bed.

Mr. Castellow stated that the county basically accomplished this by repositioning the roadbed, but further stated that it was the closing attorney's argument that the county had never disclaimed interest in the old roadbed. As a result, Mr. Castellow proposed that the county grant quit claim deeds to the affected property owners, officially disclaiming the county's interest.

ADMINISTRATOR UPDATES: At this time, Mr. Cannon discussed pertinent issue to be brought to the board's attention.

- Courthouse Issues – Mr. Cannon stated that upon a recent tour of the Courthouse, he discovered the building was in dire need of roof and HVAC repairs, and also discovered that the building lacked the necessary storage for records retention.

Mr. Cannon also stated that the exterior paint of the Courthouse was chipping badly. Mr. Cannon stated that he believed the best solution was to relocate existing Courthouse personnel to the Annex. In order to facilitate this, Mr. Cannon recommended completion of the third floor of the Annex building.

Mr. Cannon stated that he had been in contact with the school board regarding several vacant rooms that could be used to house vital county records. He further stated that the School Board was had indicated their willingness to provide this space to the county.

Mr. Cannon stated that the Courthouse remained vital to the history of Colquitt County, and recommended that it be transformed into a museum in an effort to preserve and maintain its historic value.

Mr. Cannon stated that the excessive repairs needed at the Courthouse would cost the county a significant amount of money.

Commissioner Herndon declared that she desired for the courthouse to be preserved, stressing its historical value and importance to the community.

Mr. Cannon proposed preserving the building, maintaining the courtroom in order to provide additional space for the judicial system, and relocating existing personnel.

Commissioner DeMott remarked that most traffic was generated from the Clerk of Court's office, and suggested moving that particular department to the first floor of the building.

Commissioner Hardin declared that Colquitt County had the best courthouse in the state of Georgia and declared that he was extremely proud of it. He further declared that it must be repaired in order to leave a legacy for the younger generation of Colquitt County citizens.

Commissioner Nagy questioned the feasibility of moving the existing Museum of Colquitt County History to the Courthouse.

Commissioner Hardin stated that the board should be provided with the necessary repair estimates before making a decision.

- Special Service District – Mr. Cannon presented budget figures in regards to the Special Service District, stating that a .25 millage rate increase would be necessary to fund operations. Mr. Cannon noted that this included the utilization of \$47,144.00 in reserves.

Wayne Putnal, Finance Director, explained that there was a 4% decrease in revenues within this fund in comparison to the previous year.

Mr. Cannon presented the overall budget summary of the Special Service District.

Commissioner Herndon questioned if citizens understood why the Special Service District existed.

KEY DATES: Mr. Cannon reviewed several upcoming, key dates with the board:

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| • Thursday, June 18 | Called Meeting to Adopt Budget |
| • Wednesday, June 24 | ACCG Summer Learning Class – MTC |
| • Thursday, June 25 | Called Meeting – Landfill Meeting |
| • October 7-9 | ACCG Legislative Conference |

At this time, Mr. Cannon presented an overview of the information that he planned to present during the public hearing for the proposed FY 15-16 fiscal budget.

Commissioner Herndon stated that the information to be presented during the public hearing was extremely important and further stated that she hoped for good attendance.

Commissioner Nagy questioned when reassessed property values would be reflected on the tax digest.

Ms. Hardy stated that her office hoped that the 2016 tax digest would reflect the new, updated values.

June 2, 2015
Page 6

Mr. Cannon briefly discussed the importance of communication with state representatives regarding the impact that agricultural exemptions have on predominantly agricultural counties.

The board recessed for a five minute break.

EXECUTIVE SESSION: Commissioner Hardin made a motion at 6:00 p.m. to go into Executive Session to discuss the disposition of real estate. Commissioner DeMott made a second. The motion carried unanimously. (An affidavit, as required by Georgia Law, was executed by all Board members present stating under oath that the subject matter of the closed meeting was devoted to the matters within the exception provided by law and identified the specific relevant exception as provided by law. The affidavit is hereby made a portion of the minutes by reference thereto.)

REGULAR SESSION: Commissioner Hardin made a motion at 6:14 p.m. to reconvene into regular session. Commissioner Nagy made a second. The motion carried unanimously.

There being no further business to come before the board, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Terry R. Clark
Chairman

Melissa Lawson
County Clerk

Approved: _____

AFFIDAVIT

This is to certify that the Colquitt County Board of Commissioners held an Executive Session Meeting (closed meeting) on June 2, 2015, at 6:00 o'clock a.m./p.m. The majority of the quorum present voted in the open meeting to go into Executive Session (closed meeting). The subject matter discussed was applicable under the following code section(s):

- O.C.G.A. 50-14-2(1) - Consultation with an attorney regarding pending or potential legal action.
- O.C.G.A. 50-14-3(4) - Discussion of future acquisition of real estate. (Notice was given as required and minutes taken.)
- O.C.G.A. 50-14-3(6) - Discussion of personnel matters.

I further certify that the subject matter of the Executive Session (closed meeting) was devoted to matters within the exception provided by law and the above checked identifies the specific relevant exception.

This 2nd day of June, 2015.

Terry Clark
Terry Clark, Chairman

Winfred Giddens
Winfred Giddens, Commissioner

Donna Herndon
Donna Herndon, Commissioner

Johnny Hardin
Johnny Hardin, Commissioner

Luke Strong
Luke Strong, Commissioner

Marc DeMott
Marc DeMott, Commissioner

Paul Nagy
Paul Nagy, Commissioner

Sworn to and subscribed before me, this 2nd day of June, 2015.

Melissa Lawson
County Clerk or Notary Public
My Commission Expires: _____

