

MINUTES

WORK SESSION OF THE
COLQUITT COUNTY BOARD OF COMMISSIONERS
Tuesday, July 7, 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: Road Superintendent Stanley Kirksey, Warden Billy Howell, E-911 Director Teresa Warburg, Information Systems Manager Darren Roberson, Chief Magistrate Judge J.J. McMillan, and Chief Tax Appraiser Bobby Carroll.

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.

- Citizens Having Business with the County – Mr. Cannon informed the board that Tim Barber had requested to address the commission but had since cancelled. Mr. Cannon explained that Mr. Barber wished to address the commission concerning the sale of distilled spirits at Ashburn Hill Plantation, which would necessitate authorization by voter referendum.

Commissioner DeMott questioned if the request would be intended for premises only sales.

Mr. Cannon stated that Dorothy McCranie would also be addressing the commission in order to convey her desire that the city and county work together in order to fully fund the Parks and Recreation program.

- Appointments to Moultrie – Colquitt County Planning Commission – Mr. Cannon stated that a new appointment was necessary due to the untimely passing of Richie DeMott, planning commission member.

Discussion ensued regarding possible candidates. It was the consensus of the board to table this item and revisit it during a called meeting of the board scheduled for Thursday, July 9, 2015.

- Appointment to Department of Family and Children Services Board – Mr. Cannon addressed a letter received from Meredith J. Willis, Interim Director of the Colquitt County Department of Family and Children Services, requesting re-appointment of Mrs. Dorothy Crapps to an additional five year term on the DFCS board. Mr. Cannon stated that if re-appointed, Mrs. Crapps' term would expire June 30, 2020.

- Approval of Contract with CJT Software, Inc. – Mr. Cannon reviewed a request from Chief Magistrate Judge J.J. McMillan, regarding a request for a contractual agreement with CJT Software, Inc. for the provision of new case management software for the Magistrate Department.

Judge McMillan stated that the current software being utilized by the Magistrate Department had several issues resulting in extensive support calls, etc. Judge McMillan further stated that the recommended software vendor came highly recommended from fellow Magistrate Judges in the region.

Judge McMillan also stated that the proposed software was much cheaper than the existing software, and offered much more functionality and features.

- Renewal of Contract with Trinity Services Group, Inc. – Mr. Cannon explained that Trinity Services Group, Inc. provided inmate food services at the Jail and Prison, and were currently requesting a one year extension to the existing agreement. Mr. Cannon stated that meal prices were based on the total number of meals served, and further stated that the contract extension included a 2.9% increase based on the Consumer Price Index (CPI). Mr. Cannon noted that Warden Howell and Sheriff Whittington both support the extension of this agreement.

Commissioner DeMott questioned the total number of meals served by the company. Warden Howell replied, on average, a total of 400 meals were served daily.

- Renewal of E-911 Maintenance Contract – Mr. Cannon presented a contract renewal from RCE of Valdosta, Inc., stating that the company had been responsible for performing maintenance on E-911 equipment for several years. He further explained that the company was very helpful during a recent lightning strike at the E-911 Center. Mr. Cannon noted an increase of \$1,900.00 in the total annual contract amount, but stated that Teresa Warburg, E-911 Director, and Darren Roberson, Information Systems Manager, supported the renewal.

Ms. Warburg stated that she was extremely pleased with the service and attention that her department has received from RCE, and further stated that contract pricing from RCE was less than comparable vendors.

Darren Roberson, IS Manager, agreed, stating that due to the fact that RCE installed the equipment that they maintained, no other vendor would be as knowledgeable or experienced.

- Approval of Telecommunications Proposal – City of Moultrie – Mr. Cannon presented the proposal from the City of Moultrie, explaining that it consisted of providing a direct Ethernet network connection between the Annex, Roads and Bridges, Facilities Maintenance, and the Fleet Maintenance Shop. Mr. Cannon explained this connection would further enhance and integrate these buildings into the upcoming Voice Over Internet Protocol (VoIP) network. Mr. Cannon stated that VoIP would result in significant savings to the county, with funding for this proposal

and the VoIP project itself being derived from SPLOST technology upgrades. Mr. Cannon called upon Mr. Roberson to elaborate.

Mr. Roberson stated that adding this extension would greatly increase the quality of the VoIP infrastructure, while resulting in substantial cost savings.

- Approval of Bid for Portland Cement – Roads and Bridges - Mr. Cannon stated that one bid was received from Concrete Enterprises, in the amount of \$130.00 per ton, for the provision of Portland cement to be used in an application on Selina Drive. Mr. Cannon explained that funding for this purchase would be derived from SPLOST funds.
- Approval of Bid for Asphalt – Roads and Bridges – Mr. Cannon stated that two bids were received for the provision of asphalt to be applied to the parking lot of Hamilton Volunteer Fire Department. Mr. Cannon stated that the bid from The Scruggs Company was recommended due to close proximity to the job site. Mr. Cannon stated that funding would be derived from SPLOST funds.

Commissioner DeMott questioned if the bid from The Scruggs Company would need to be justified, due to the fact that it was not the lowest bid.

Mr. Cannon explained that overall costs would be lower. Stanley Kirksey, Road Superintendent, agreed, stating that the other vendor was located in Albany, Georgia, so transport costs would be a major factor in the overall price.

- Approval of Payment of Invoice – Southwest Georgia Regional Commission – Mr. Cannon presented the third quarter invoice, in the amount of \$7,844.93, received from the Southwest Georgia Regional Commission. Mr. Cannon explained that funding for this agency is mandatory, but stated that legislation was recently proposed to make participation optional.

Commissioner Nagy stated his support of the proposed legislation.

- Renewal Contribution for Property & Liability Insurance – ACCG/IRMA – Mr. Cannon presented the annual invoice from ACCG/IRMA for the provision of property and liability insurance coverage. Mr. Cannon stated that the annual amount of \$238,860.00 was less than last year's contribution, and further stated that funding of this was included in the current fiscal budget.

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

- Invoice for Archway Partnership: Mr. Cannon presented an invoice from The University of Georgia College of Public Health representing Colquitt County's portion of the annual fixed fee pursuant to the Archway Memorandum of Understanding. Mr. Cannon stated that the fixed fee amount of \$10,000.00 was included in the current fiscal budget.

- Invoice for County Attorney – Mr. Cannon presented an invoice from County Attorney Lester M. Castellow, in the amount of \$7,005.00, representing legal services rendered for the month of June. Mr. Cannon stated that Mr. Castellow had worked diligently upon several county legal issues.
- Public Hearings – Mr. Cannon stated that a request for road closure and a request for variance would be presented during the public hearings portion of the agenda. Mr. Cannon noted that Lester M. Castellow, County Attorney, would conduct the public hearings.

Mr. Cannon presented the first request, a request for closure of Wilkes Road, located in Commissioner Nagy's district. Mr. Cannon informed the board that the process for road closure had been followed pursuant to county ordinance, and presented an aerial view of Wilkes Road.

Justin H. Cox, Chief Compliance Officer, presented a request for variance received from Walter Powell, 1364 Elton Clark Road. Mr. Cox explained that Mr. Powell desired to construct a Stack House but could not meet setback requirements, thus necessitating the need for a variance. Mr. Cox noted that the Moultrie – Colquitt County Planning Commission unanimously approved the request for variance.

At this time, Commissioner Giddens requested an update regarding the proposed poultry operation to be located upon J.R. Suber Road. Mr. Cannon explained that more information in regards to this issue would be presented during the board meeting.

- Public Comments – Mr. Cannon stated that he anticipated several comments during the public comments portion of the agenda.

An issue with shrubbery upon a right of way located on Giles Road was discussed. Mr. Cannon stated that steps had been followed to meet requirements for safe visibility.

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

- Assessor Update on Sales Ratio Report – At this time, Bobby Carroll, Chief Tax Appraiser, presented and discussed a sales ratio report conducted by the Georgia Department of Revenue. Mr. Carroll explained that Colquitt County was in compliance with state mandated sales ratio guidelines.

Mr. Carroll announced that an extension regarding tax digest submission had been requested from the Georgia Department of Revenue.

- Drug Enforcement Team Contract Negotiations – Mr. Cannon explained that upon receipt of a proposed Drug Enforcement Team Contract from the City of Moultrie, an extensive review was conducted by himself, Sheriff Whittington, and County

Attorney Lester M. Castellow. Mr. Cannon stated that some changes were being recommended, and further stated that he expected the final draft version to be ready for the board's review and consideration in August.

Brief discussion ensued regarding details of the proposed contract.

- Court Reporter Update – Mr. Cannon addressed a recent request from Judge Tunison regarding an increase in the agreed upon salary of court reporters from \$70,000.00 to \$73,500.00. Mr. Cannon stated that he would have the final proposal ready for the board's consideration in August.
- Recreation Discussion – In an effort to provide insight to the community regarding the funding details of the Parks and Recreation program, Mr. Cannon stated that he had prepared an informative slideshow presentation for individuals attending the board meeting in order to discuss and/or air their concerns regarding the funding of the Recreation program.

Mr. Cannon reviewed his planned presentation with the commission, consisting of, but not limited to, budget priorities, comparison of total budgets, indirect costs, and issues with the current contractual agreement governing the Joint Parks and Recreation program with the City of Moultrie and Colquitt County.

Mr. Cannon also presented solutions for the board's consideration.

EXECUTIVE SESSION: Commissioner Hardin made a motion at 6:00 p.m. to go into Executive Session to discuss the disposition of real estate and pending litigation. Commissioner Nagy 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 DeMott made a motion at 6:28 p.m. to reconvene into regular session. Commissioner Hardin made a second. The motion carried unanimously.

There being no further business to come before the board, the meeting was adjourned at 6:32 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 July 7, 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 ^{disposition} 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 7th day of July, 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 7th day of July, 2015.

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

