

MINUTES

WORK SESSION OF THE
COLQUITT COUNTY BOARD OF COMMISSIONERS
Tuesday, September 1, 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 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: Solid Waste Manager Stacy Griffin, Road Superintendent Stanley Kirksey, Information Systems Manager Darren Roberson, and Chief Compliance Officer Justin H. Cox.

ABSENT: Commissioner Luke P. Strong, Jr.

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.

- Invocation and Pledge of Allegiance – Mr. Cannon stated that the Invocation and Pledge of Allegiance would be led by Commissioner Donna Herndon.
- Citizens Having Business With the County – Mr. Cannon explained that no citizens had requested to be placed upon the agenda for the purpose of addressing the commission.
- Renewal of Contract with Southwest Georgia Community Action Council – Family Connection Collaborative on Children and Families – Mr. Cannon stated that the county, as fiscal agent, would remit payment to the Community Action Council in order to provide specific services relating to the Family Connection program. Mr. Cannon noted that the terms of this contract were pursuant to the Family Connection Contract with the Department of Human Services, and stated that the contract term was July 1, 2015 – June 30, 2016.
- Renewal of ACH Origination Agreement – Ameris Bank – Mr. Cannon stated that the Automated Clearing House service had been utilized by the Solid Waste Department since 2002 in order to automatically draft monthly garbage bills directly from the customer's designated checking or savings account. Mr. Cannon noted that there was no term date for this contract.
- Renewal of Business Online Agreement – Ameris Bank – Mr. Cannon explained that this particular agreement worked in conjunction with the ACH Origination Agreement. He further stated that the purpose of the agreement was to protect both

parties involved in the ACH Agreement, and included terms and conditions governing the provision of online services provided by Ameris Bank.

- Ratification of Approval to Amend Intergovernmental Agreement with Department of Corrections – Mr. Cannon explained that a phone poll was conducted on August 14 to obtain approval to amend the Intergovernmental Agreement (lease) with the Georgia Department of Corrections in order to authorize energy infrastructure improvements at the County Prison. Mr. Cannon explained that although approval of the amendment was unanimous, the vote necessitated approval in an open meeting.
- Ratification of Submission of Nominees to Hospital Authority Board – Mr. Cannon stated that a phone poll was also conducted on August 21 in order to authorize submission of Mark Mobley, Dr. Thomas Estes, and David Hart for consideration for nomination to the Hospital Authority Board. Mr. Cannon explained that this vote would also need to be ratified in an open meeting.

(Alan Mauldin entered the meeting at 5:11 p.m.)

- Approval of Bid for Seven Pursuit Vehicles – Sheriff's Department – Mr. Cannon reviewed the five bids received regarding the provision of seven pursuit vehicles to be utilized by the Patrol and School Resource Officer divisions of the Sheriff's Department. Mr. Cannon explained that the low and recommended bid was submitted by Alan Jay Fleet Sales, in the amount of \$21,633.57, for a 2014 Dodge Charger. Mr. Cannon explained that funding would be derived from both capital outlay and SPLOST funds.
- Approval of Bid for Road Projects – Mr. Cannon stated that several bids were received for three resurfacing projects and one paving project:
 - Sylvester Drive – Mr. Cannon stated that three bids were received for the resurfacing of Sylvester Drive, with the low and recommended bid submitted by The Scruggs Company in the amount of \$61,280.98. Mr. Cannon stated that funding of the project would be derived from District 5 SPLOST funds.
 - Hartsfield Road – Mr. Cannon stated that three bids were received regarding the resurfacing of Hartsfield Road, with the low and recommend bid submitted by Reames & Son in the amount of \$54,791.00. Mr. Cannon informed the board that funding would be derived from District 5 SPLOST funds.
 - Bryan Road – Mr. Cannon stated that three bids were received regarding the resurfacing of Bryan Road, with the low and recommend bid being submitted by Reames & Son in the amount of \$57,795.00. Mr. Cannon explained that funding for this project would also be derived from District 5 SPLOST funds.

- Selina Drive – Mr. Cannon stated that three bids were received regarding the paving of Selina Drive, with the low and recommended bid being submitted by The Scruggs Company in the amount of \$43,441.85. Mr. Cannon explained that funding for the project would be derived from District 1 SPLOST funds.

OTHER COUNTY BUSINESS: Mr. Cannon reviewed issues received after the agenda deadline:

- Termination of Contract with TransformHealthRx – Mr. Cannon stated that an offer was received from a local vendor to provide employee clinic services at significantly lower prices but with expanded capabilities. Due to these facts, Mr. Cannon stated it was prudent to reduce the county's costs and terminate the existing contract with TransformHealthRx, current provider of these services, pursuant to contract terms and conditions.
- Termination of Contract with Southern Correctional Medicine – Mr. Cannon stated that the offer received from the local vendor also included the provision of medical services at the County Jail and Prison. As a result, Mr. Cannon also recommended terminating the existing contract with Southern Correctional Medicine, current provider of medical services at the County Jail. If approved, Mr. Cannon stated that notice of termination would be generated pursuant to contract terms and conditions.

Mr. Cannon presented existing costs regarding the provision of medical services at the Jail and Prison, noting that the quote from the local vendor included the incorporation of existing medical staff.

- Primary Route Interface (PRI) – Mr. Cannon explained that the facilitation of two PRIs was the third step in the ongoing transition to Voice Over Internet Protocol (VoIP). Two quotes were received regarding the provision of this service, with the recommended quote being submitted by the City of Moultrie via an Intergovernmental Agreement. Mr. Cannon stated that the last step would be the actual purchase of hardware, with funding for these purchases being derived from 2013 SPLOST funds – Technology Upgrades.

Darren Roberson, Information Systems Manager, noted that the quote received from Windstream in the amount of \$1,800.00 per month, included only one PRI, while the City of Moultrie's quote of \$1,376.00 allowed for two PRIs, resulting in significant savings.

Commissioner DeMott questioned the location of the primary switch and the possible elimination of phone lines as a result of the transition to VoIP. Mr. Roberson explained that the switch would be located in the Courthouse Annex, as would the server, and stated that he fully expected to be able to eliminate several phone lines.

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- Declaration of Surplus Items – Mr. Cannon presented a list of vehicles and equipment submitted by various department heads for declaration as surplus. Mr. Cannon presented pictures of the equipment to the commission.
- Payment of County Attorney Invoice – Mr. Cannon presented an invoice submitted by County Attorney Lester M. Castellow, in the amount of \$9,723.00, representing legal services rendered for the month of August. Mr. Cannon noted that a significant portion of the bill was dedicated to finalizing a lease with Ameris Bank in order to finance the county's upcoming energy performance contracting project with ABM Building Solutions. Mr. Cannon noted that these services would be funded through lease proceeds.

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

- Beer and Wine Ordinance for On-Premises Consumption – Mr. Cannon presented three different options for the board to consider in regards to a proposed ordinance regarding the on-premises consumption of beer and wine:
 - On-site consumption tied to 65% of income for food sales only (least restrictive)
 - On-site consumption tied to 65% of income for food OR lodging sales (somewhat restrictive)
 - On-site consumption tied to 65% of income for food AND lodging (most restrictive)

Mr. Cannon stated that he would more than likely recommend the second option for the board's consideration, and stated that it would more than likely be inclusive of the following steps:

- Property Re-zoning (requiring review by Planning Commission and approval by Board of Commissioners)
- License approval by Board of Commissioners - \$1,000.00 license fee
- Background check/credit report
- Fine and Fee schedule
- Application of taxes – Sales, Excise, Distributor

Justin H. Cox, Chief Compliance Officer, stated that the City of Moultrie required two local credit references in addition to the provision of a credit report, as well as four character references. Mr. Cox noted that the references provided could not be business or family related.

Lester Castellow, County Attorney, requested that the board offer direction regarding the option they most preferred.

Discussion ensued regarding the different options presented for consideration.

Commissioner Giddens stated that he would not support a Beer and Wine Ordinance for On-Premises Consumption, regardless of the option recommended.

(Commissioner Nagy entered the meeting at 5:25 p.m.)

Mr. Cannon stated that arguments from those in favor of the proposed beer and wine ordinance would more than likely be from an economic standpoint. Mr. Cannon further stated that each board member must weigh their decision with personal feelings, as well as the feelings from their constituents, some of who are also business owners.

Benefits and drawbacks of the proposed beer and wine ordinance were discussed at length.

Again, Commissioner Giddens declared that he would never support the ordinance.

- Merit Pay Update – Mr. Cannon stated that merit raises were limited to 1/3 of department heads and employees, with approximately 46 employees chosen. Mr. Cannon noted that approximately \$30,488.00 of the allotted funds for merit increases remained, and stated that he would continue to work with department heads on any further merit recommendations.

Commissioner Herndon stated that it would be a good idea if the commission was made aware of those individuals receiving a merit increase. Mr. Cannon stated that he would distribute a copy for the commission to review.

Commissioner Giddens commented that over half of the staff in the Clerk of Court's office was absent the day before, yet the department remained functional without requesting additional staff from other departments.

- Overall Personnel Updates/Issues – Mr. Cannon stated that proposed changes to the personnel policy were being finalized, some of which included the removal of dental insurance from TBR and an increased penalty for nicotine users. Mr. Cannon announced a scheduled called meeting on October 14, 10:00 a.m., in order to discuss these proposed changes.
- Tax Update – Mr. Cannon informed the commission that the county received official approval of the tax digest from the Georgia Department of Revenue, and stated that tax notices would be mailed September 24.
- Recognition of E-911/Law Enforcement Personnel – Mr. Cannon informed the board that an unfortunate suicide occurred over the weekend. Mr. Cannon stated that he monitored radio communication throughout the entire incident and wanted to commend E-911 and law enforcement personnel for their outstanding performance in an extremely stressful situation.
- Update on Cash Receipts – Mr. Cannon stated that since the official policy regarding cash receipts was adopted one year earlier, the trend was transitioning heavily from

cash to credit and debit as more viable methods of payment. Mr. Cannon noted that all cash receipts were accounted for on a daily basis.

KEY DATES: Mr. Cannon reviewed a list of key, upcoming dates with the board.

GENERAL DISCUSSION: Commissioner Giddens questioned the status of the road to the new Colquitt County High School. Mr. Cannon stated that surveying results would be available later in the week.

Commissioner Giddens questioned the purchase price of an adjacent lot to the Courthouse Annex.

At this time, Commissioner Giddens questioned the status of a potential records repository, for which funds were included on a previous SPLOST referendum. Commissioner Giddens stated that the Clerk of Court did not have adequate room for the storage of records.

Mr. Cannon stated that a temporary location had been found at the old high school, but stated the need to ensure that it was a secure site.

Discussion ensued regarding the importance of the security of sealed records and documents.

Mr. Cannon stated that he had informed Lynn Purvis, Clerk of Court, of the temporary location but further stated that he would contact her again to discuss the subject further.

At this time, Commissioner Giddens thanked Mr. Cannon and Stan Kirksey, Road Superintendent, for their efforts regarding the waterways at Bear Creek in Norman Park.

Pipe installation on Old Norman Park Road was briefly discussed.

Mr. Cannon stated that he had previously requested that Stan Kirksey, Road Superintendent, and Charles Weathers, Project Manager, identify key issues within the Roads & Bridges Department.

A leasing and rotation plan for mowing tractors was thoroughly discussed.

Mr. Cannon stated that he instructed the Roads and Bridges Department to focus on items viewed by the public on a daily basis, such as road conditions and rights of way.

Commissioner Nagy questioned the status of E-LOST.

Commissioner Giddens questioned the status of the joint city/county Drug Task force. Mr. Cannon stated that he was waiting on the City of Moultrie to indicate when they were fully staffed, in order to facilitate participation in the joint task force.

Commissioner Giddens questioned the status of drug related crimes in the city and county. Captain Julius Cox stated that the drug problem had progressively gotten worse and affected all segments of society.

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There being no further business to come before the board, the meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Terry R. Clark
Chairman

Melissa Lawson
County Clerk

Approved: _____