

AGENDA

McDUFFIE COUNTY BOARD OF COMMISSIONERS' MEETING
January 15, 2008, 6:30 PM, Grand Jury Room, McDuffie County Courthouse

PUBLIC INPUT

1. **Speakers:**
Adjournment:

ZONING HEARING

No Issues

CALL TO ORDER & WELCOME

Chairman Newton

INVOCATION & PLEDGE OF ALLEGIANCE

APPROVALS

Minutes (Regular Mtg. 12/18/07)
Agenda (Current)

INFORMATION & ANNOUNCEMENTS

1. **Announcement – ACCG Legislative Conf., Feb. 11-12,, 2008, Atlanta Marriott**
2. **Reminder – 2008 Multi-Entity Planning Retreat, Feb. 22 & 23, 2008, Continuing Education Center, UGA, Athens**
3. **Announcement – City-County Gov. Center Architect Selection Mtg., 1/17/08, Thursday @ 1:25 PM, Thomson City Hall.**

OLD BUSINESS

1. **Proposed Amendment to Alcoholic Beverage Ordinance (Chairman Newton)**
2. **Discussion: 2008 CDBG Projects; Ref. Attached 11/20/08 Minute's. (Chairman Newton)**
3. **Bid: DFACS, Carpeting (Ms. Mary Beth Lukich)**

NEW BUSINESS

1. **County Clerk & County Attorney 2008 Appointments (Chairman Newton)**
2. **Resolution - Adoption of Water Expansion System Bond Resolution (County Attorney)**
3. **Resolution – GEFA Loan Administration, \$1,605,000, for Joint City-County Big Creek Water Expansion – BOC Approved 6/6/07 (Chairman Newton)**
4. **Appointments – Joint Development Authority (Chairman Newton)**
5. **Appointments – Clarks Hill Partnership Committee (Chairman Newton)**
6. **Technical Support Contract – IT Department (Kelly Evans)**
7. **Set Qualifying Fees for 2008 Elected Officers (Don Norton)**
8. **Authorization of Chairman to sign USS Georgia Ship's Log Upon Her Return to Service (Don Norton)**
9. **Adoption of Corrected CHIP Policies & Procedures, Previously Adopted 10/16/07 (Don Norton)**
10. **Monthly Budget Report – December 2007 (Don Norton)**
11. **Monthly Financial Report – December 2007 (Jimmy Whitaker)**
12. **Final 2007 Year End Budget Amendments (4) (Jimmy Whitaker)**

EXECUTIVE SESSION

Topic of Discussion: Personnel

ADJOURNMENT

The McDuffie County Board of Commissioners held a regular Commission Meeting Tuesday evening, January 15, 2008, 6:30 PM, Grand Jury Room, McDuffie County Courthouse.

COMMISSIONERS PRESENT

Charles G. Newton IV, Chairman
Sammie Wilson Sr., Vice Chairman
Rev. Fred Favors, Commissioner
Darrell Wester, Commissioner
J. Robt. "Bob" Farr, Commissioner

COUNTY REPRESENTATION

Sammy Fowler, County Attorney
Don Norton, County Manager
Annette Finley, County Clerk
Jimmy Whitaker, County Finance Director
Kelly Evans, Director, IT Department
Bruce Tanner, County Fire Chief
Steven Sewell, Fire Services/EMS
Mike Carrington, Executive Director, Dev. Auth.
Chris Pelly, Director of Public Works
Mary Beth Lukich, Director, DFACS

MEDIA REPRESENTATION

McDuffie Mirror Newspaper
McDuffie Progress Newspaper
WTHO Radio Station

OTHERS

Two (2) other citizens attended.

Speakers: None
Adjournment: 6:30 PM

PUBLIC INPUT

ZONING HEARING
No Issues

COMMISSION MEETING

CALL TO ORDER

Chairman Newton called the meeting to order and welcomed all visitors.

INVOCATION & PLEDGE OF ALLEGIANCE

Reverend/Commissioner Frederick D. Favors offered the invocation which was followed by the Pledge of Allegiance.

APPROVALS

Minutes (Regular Meeting 12-18-07)

A motion to approve the minutes of the 12-18-07 Commission Meeting was made by Farr, seconded by Wilson and passed unanimously.

Agenda (Current)

A motion to approve the current agenda was made by Wilson, seconded by Farr and passed unanimously.

INFORMATION 7 ANNOUNCEMENTS

1. ACCG Legislative Conference, Feb. 11-12, 2008, Atlanta Marriott Marquis Hotel
2. Reminder – 2008 Multi-Entity Planning Retreat, Feb. 22 & 23, 2008, Athens, GA
3. Announcement – City-County Gov. Center Architect Selection Mtg., 1/17/08, Thursday @ 1:25 PM, Thomson City Hall

OLD BUSINESS

1. **Proposed Amendment to Alcoholic Beverage Ordinance:** Chairman Newton reported that the matter of selling alcohol beverages on Elections' Day had been discussed at the last two previous meetings and it is now coming before the Board again.

After discussion, a motion to approve the sale of alcoholic beverages on Election Day was made by Farr, seconded by Wilson and passed 3 to 1 with Favors abstaining for religious reasons.

- 2. **Discussion: 2008 CDBG Project:** Chairman Newton referred to a discussion held at the 11/20/07 Commission Meeting regarding the 2008 round of CDBG applications along with CHIP applications. At the time of discussion, the RDC was promoting the process of making application in McDuffie County’s behalf.

Chairman Newton reported that he had discussed the matter with Ms. Rhonda Gilbert, Gilbert + Associates, and he stated that she was interested and willing to pursue the 2008 CDBG grant writing and suggested that the Home Place (currently, a daycare center for adults in dire need of additional space) and the County Senior Citizens’ Center (also in need of additional space) be considered for the application; she stated that she would be willing to write this grant and make application for this CDBG grant for the fee of \$2100. Also, she did not feel that the Sr. Citizen Center would be successful in obtaining this grant alone. After discussion, a motion was made by Wester to table this matter until the February 6 meeting so that additional details can be reviewed; motion was seconded by Favors and passed unanimously.

Chairman Newton also stated that he had discussed making application for a “redevelopment area” grant (2008 CHIP) in the amount of \$200,000 or \$300,000. Ms. Gilbert had stated that she would write this grant and make the application for \$1900. A grant in this amount would enable more people to be helped with the renovation of houses in McDuffie County. After discussion, a motion was made by Favors to approve going forward with the 2008 CHIP grant application to be written and applied for by Ms. Rhonda Gilbert for the fee of \$1900.00; motion was seconded by Wester and passed unanimously.

- 3. **Bid - DFACS, Carpeting:** Chairman Newton asked Ms. Mary Beth Lukich, Director, Family & Children Services (DFACS) to address this matter:

Mary Beth reported that only one (1) bid had been received for the carpeting of certain areas in the DFACS Department of the Human Services Building That bid is copied below and made a part of these minutes:

BID: DFACS, Carpeting
Awarded: Board of Commissioners’ Meeting
1-15-08, 6:30 PM

VENDOR	QUOTE
Gilliam’s Floor Covering 1739 Washington Road Thomson, GA 30824	\$15,612.00

After noting that this amount was approved in last year’s (2007) budget with additional funds to come from payments in lieu of “rent money” from the state, a motion to approve the one (1) bid from Gilliam’s Floor Covering in the amount of \$15,612 was made by Favors, seconded by Farr and passed unanimously.

NEW BUSINESS

- 1. **County Clerk & County Attorney 2008 Appointments:** Chairman Newton announced that the present Clerk had indicated she would like to be reappointed for the year 2008 and recommended that Annette Finley to fill that position. A motion to approve this recommendation was made by Favors, seconded by Farr and passed unanimously.

Also, Chairman Newton announced that the present County Attorney, Sammy Fowler, had indicated that he would like to be reappointed for the year 2008 and recommended same. A motion to approve this recommendation was made by Wilson, seconded by Farr and passed unanimously.

2. **Adoption of the Water Expansion Bond Resolution:** Chairman Newton asked County Attorney Sammy Fowler to address this matter.

Sammy reported that all requirements had been met regarding the validation of the Bond Resolution for the new Water System in McDuffie County Water District and acquisition of the necessary property et al, the Expansion Bond Issuance in the principal amount of \$4,109,000 for the purpose of financing and is now ready for approval and adoption. A copy of this Resolution is copied below and made a part of these minutes,

Chairman Newton recommended the Bond Resolution authorizing the borrowing of \$4,109,000 to be paid back with the revenue generated by the Water Expansion System itself. A motion was made by Farr, seconded by Wester and passed unanimously.

3. **Adoption of a Loan Agreement for the GEFA Loan Administration, \$1,605,000 for Joint City-County Big Creek Water Plant Expansion Approved June 6, 2007:** Chairman Newton announced that this Agreement with GEFA, was approved earlier by the Joint City-County Water Sewer Commission. A copy of the Joint City-County Resolution for GEFA Loan Administration has approved the City of Thomson and McDuffie County to open a joint account to accomplish financial administration of the Water and Sewer Commission and will instruct GEFA to deposit all disbursements into this Account. This Resolution is copied below and made a part of these minutes.

A motion was made by Farr to approve the Joint City-County Resolution for the administration of a GEFA loan in the amount of \$1,605,000 for the Big Creek Water Expansion Project; motion was seconded by Wilson and passed unanimously.

SECONDLY, an “Extract of Minutes Resolution of Governing Body, Recipient: McDuffie County, Loan Number: 2007-L14WJB, Exhibit F” is also copied below and made a part of these minutes.

After discussion, a motion was made by Wester to approve this Extract, Exhibit F, of the Loan Agreement outlining the terms and conditions of the Agreement; motion was seconded by Wilson and passed unanimously.

- 3. Appointments - Joint Development Authority: Chairman Newton reported that changes were in order for the Joint Development Authority noting that each member was a joint city/county appointment. Chairman Newton stated that a recommendation had been made by the City of Thomson that Bob Knox replace Kenneth Usry, (newly elected Mayor) who is now Ex-Officio; also, contact had been made with the other (3) re-appointments and they asked to be re-appointed; they are:, Riley Stamey as Chairman, George Otis Hughes and Dr. Curtis Pickard as members. Don Powers is also being replaced with Mike Carrington as Executive Director.**

At this time, it was suggested that a separate vote be held for each re-appointment and that Commission Wester would abstain from voting on any membership of this Authority since he is a current member. This was agreed to by all commissioners.

Post 2: Chairman Newton reported that the Thomson City Council recommended the replacement of Kenneth Usry with Bob Knox; Kenneth Usry becomes “ex-officio” as of this date. A motion was made by Favors to postpone this appointment until the February 6, 2008 Commission Meeting; motion was seconded by Farr and passed 3 to 0; Wester abstained and the Chairman did not vote.

Post 4: A motion was made by Favors to re-appoint Riley Stamey for 6-year term effective immediately and ending December 31, 2014; motion was seconded by Wilson and passed 3 to 0; Wester abstained and the Chairman did not vote.

Post 5: A motion was made by Farr to re-appoint George Otis Hughes for a 6-year term effective immediately and ending December 31, 2014; motion was seconded by Wilson and passed 3 to 0; Wester abstained and the Chairman did not vote.

Post 6: A motion was made by Favors to re-appoint Dr. Curtis L. Pickard for a 6 year term effective immediately and ending December 31, 2014; motion was seconded by Wilson and passed 3 to 0; Wester abstained and the Chairman did not vote.

Note: 1) Kenneth Usry is now Ex-Officio.
2) Mike Carrington replaces Don Powers as Executive Director of the Authority.

5. **Appointments to Clarks Hill Partnership Committee:** Chairman Newton reported that it had been brought to his attention that two changes were needed on the Committee; 1) The term of Don Norton, McDuffie County Manager, had expired; 2) Bob Knox, Jr., had retired and asked to be replaced on the Committee with the newly elected City Mayor Kenneth Usury.

After discussion, a motion was made by Favors to appoint Commissioner Darrell Wester to replace Bob Knox, Jr., effective immediately, for the remainder of his 4-year term ending December 31, 2009; motion was seconded by Farr and passed 3 to 0; Wester abstained and the Chairman did not vote.

A second motion was made by Favors to re-appoint Don Norton for a 4-year term ending December 31, 2011; motion was seconded by Farr and passed unanimously.

6. **Technical Support Contract – IT Department:** Chairman Newton asked Kelly Evans, Director, IT Department, to address this matter.

Kelly reviewed her department’s technical support to augment the current personnel expertise. Changes are necessary in order to accommodate the Thomson-McDuffie County Water System SCADA software and telemetry network.

At this time, Kelly recommended Progressive Communications to replace Elliott Davis as a technical consultant for 2008. Progressive Communications has a background of government expertise and a broad range of technical personnel.

The cost of their services for 250 man hours is \$95.00 per hour, total amount being \$23,750. Any “after hours” support will be billed at twice the hourly rate, commute time will be charged one way at _ the normal rate and the contract is for one year. Funding for technical support is budgeted in the 2008 Information Technology departmental budget.

After discussion, a motion to approve the contract with Progression Communications was made by Wilson, seconded by Favors and passed unanimously.

7. **Qualifying Fees for 2008 Elected Officers:** Chairman Newton asked County Manager Don Norton to address this matter.

Don stated that in accordance with OCGA 21-1-131(a), the governing authority of any county, not later than February 1 of any year in which a general primary, nonpartisan election or general election is to be held,.....; shall fix a qualifying fee for each county office to be filled in the upcoming primary or election. Such fee shall be three percent (3%) of the total gross salary of the office paid in the preceding calendar year including all supplements authority by law if a salaried office. It was noted there are eight (8) elected positions for which qualifying will begin April 28, 2008-Noon May 2, 2000. A copy of the "Qualifying Fees for 2008 Elections" is copied below and made a part of these minutes.

After discussion, a motion to approve these fees as outlined above was made by Wilson, seconded by Farr and approved unanimously.

8. **Authorization of Chairman to sign USS Georgia Ship's Log Upon Her Return to Service:** Chairman Newton asked Don to address this matter.

Don reported that he had received correspondence from the CSRA Regional Development Center stating that in conjunction with the USS Georgia Return to Service Committee, they are participating in a statewide effort to have all 159 Georgia counties sign an official log entry that will become a permanent part of the ship's records.

February 8, 11:00 AM has been suggested by RDC to schedule the flag presentation and the signing of the ship's log for USS Georgia which will become a permanent record. Note was made that a representative of the US Navy will be among the group attending the ceremony.

After discussion, a motion was made by Farr to approve Chairman Newton's signing of the official Log Book on February 8, 2008 becoming a permanent part of the ship's records; the motion was seconded by Wilson and passed unanimously.

9. **Adoption of Corrected Chip Policies & Procedures, Previously Adopted 10/16/07:** Chairman Newton asked County Manager Don Norton to address this matter.

Don stated that revised “Policies and Procedures - Down Payment Assistance” had been received recently and these changes were a result of a recent meeting with Jane Keefe, Department of Community Affairs.

After discussion, a motion to approve these “revised” Policies and Procedures was made by Wilson, seconded by Farr and passed unanimously.

- 10. **Monthly Budget Report – December 2007:** Chairman Newton asked County Manager Don Norton to present this report:

Don reported that as of December 31, 2007 with 100% of the year lapsed, the County had collected \$12,788,362.20 or 104.1% of the projected YTD General Fund Revenue. With 100% of the year lapsed, the YTD General Fund Expenditures were \$11,719,693.49 or 95.5%. These figures are unaudited and may change somewhat once final audit is completed.

- 11. **Monthly Financial Report – December 2007:** County Finance Director, Jimmy Whitaker, presented reports on all bank accounts showing a grand total of \$14,161,072.59 as of December 30, 2007; Hotel/Motel Report reflects a YTD \$226,025.70 or 9.75% increase/decrease from 2006 on the same date; Local Option Sales Tax Collections YTD are at \$2,493,092.52 or an overall increase of 4.03% from 2006 on the same date; and, SPLOST IV Revenue/Expenditure Report with a total program revenue of \$13,372,033 expenditures of \$8,382,824 leaving an available balance of \$4,989,209 plus \$441,901 earned interest.

- 12. **Final 2007 Year End Budget Amendments:** Chairman Newton asked County Finance Director Jimmy Whitaker to address this matter.

Jimmy presented and recommended the approval of the following 4 budget amendments:

- 1. **Airport 2007:** \$7,000 budget amendment with funds coming from Contingency for the Airport Site Improvement account. **\$ 7,000**

- 2. **Surplus Sale, Contingency, Child Support, Animal Shelter:** **\$204,000**

Gen. & Adm.	Contingency	\$199,550
Child Support	Contingency	\$ 150
Animal Shelter	Water/Sewer/Gas	<u>\$ 4,300</u>
		<u>\$204,000</u>

- 3. **FEMA Revenue, Reimbursement Exp., Contingency, IT:** **\$96,784**

General & Adm.	Reimbursements	\$12,333
	Contingency	\$65,401
IT	Equipment	<u>\$19,050</u>
		<u>\$96,784</u>

- 4. **Workers Comp, General Fund, E-911, Grant Expenditures, Solid Waste:** **\$289,010**

General Fund,		
All Departments	Worker’s Comp	\$266,382
E-911	Worker’s Comp	\$ 2,000
Grant Expenditures	Worker’s Comp	\$ 128
Solid Waste	Worker’s Comp	<u>\$ 20,500</u>
		<u>\$289,010</u>

After discussion and noting that these were the last of all budget amendments needing approval for the budget year 2007, a motion to approve these four (4) itemized amendments was made by Farr, seconded by Wilson and passed unanimously.

At this time, Chairman Newton asked for an Executive Session to discuss personnel. A motion to enter into an Executive Session was made by Wilson, seconded by Farr and passed unanimously.

EXECUTIVE SESSION

Topic of Discussion: Personnel

After the Executive Session, a motion was made by Farr to resume the regular meeting, seconded by Wilson and passed unanimously.

ADJOURNMENT

There being no further business to come before this Board of Commissioners at this time, a motion was by Wilson to adjourn this meeting; motion was seconded by Farr and passed unanimously.

McDUFFIE COUNTY BOARD OF COMMISSIONERS

Charles G. Newton IV, Chairman

ATTEST:

Annette Finley, County Clerk