

AGENDAS
McDUFFIE COUNTY BOARD OF COMMISSIONERS' MEETING
February 20, 2007, 6:30 PM, Grand Jury Room, McDuffie County Courthouse

PUBLIC INPUT

1. **Speakers:**
Adjournment

ZONING HEARING

No Issues.

COMMISSION MEETING

CALL TO ORDER & WELCOME

Chairman Newton

INVOCATION & PLEDGE OF ALLEGIANCE

APPROVALS

- Minutes (Regular Mtg. 1/16/07)**
- Minutes (Called Mtg. 2/8/07)**
- Agenda (Current)**

INFORMATION & ANNOUNCEMENTS

1. **McDuffie County Designation as "All Star Community" for Relay for Life (Chairman Newton)**
2. **Receipt of Federal Traffic Safety & Signage Grant Funds**
3. **Fire Station #1 Parking Lot Funding (Chris Pelly)**
4. **Announcement - Public Safety Committee Mtg., 3/5/07, 5:30 PM, Grand Jury Room**
5. **Announcement - Retreat (City, Dearing, County, BOE & Hospital), Fri. & Sat., 2/23 & 24, Holiday Inn, Athens**
6. **Announcement – NIMS 402 Executive Briefing/Training For Incident Command System, Tuesday, 3/13/07, 3 PM-5:00 PM, Thomson-McDuffie County Library**

OLD BUSINESS

1. **Appointments – Hospital Authority (Chairman Newton)**
2. **Bid Award – Grounds Maintenance (Chairman Newton)**

NEW BUSINESS

1. **Alcoholic Bev. Application. Beer/Wine/Liquor Consumption – Chilepepper's, 648 Main St.; Owner – Larry G. Johns, II (formerly BJ's Spirits) (Chairman Newton)**
2. **Health Dept. Request for Additional Fund (Chairman Newton)**
3. **Traffic Control @ Thomson High School (Chairman Newton)**
4. **Building Permit Fees Adjustment (Fred Guerrant)**
 - a. **Permits for Residential Driveway Requirements (Chris Pelly)**
5. **Elections – Offsite Laptop Computer For Absentee/Early Voting (Kelly Evans)**
6. **Bid Award – Uniforms/ Road, Solid Waste & Maintenance Departments (Chris Pelly)**
7. **Retroactive Approval of "Jaws of Life" Cutters Emergency Purchase (Bruce Tanner)**
8. **Fire Services – Adoption of Conduct/Mission Statement for Fire Service (Bruce Tanner)**
9. **Approval of 2006 Sewer System Budget (Jimmy Whitaker)**
10. **Recommendation - 2007 Budget Appropriation for Clarks Hill Partnership (Don Norton)**
11. **Monthly Budget Reports – January 2007 (Don Norton)**
12. **Monthly Financial Reports – January 2007 (Jimmy Whitaker)**

ADJOURNMENT

The McDuffie County Board of Commissioners held a regular Commission Meeting Tuesday evening, February 20, 6:30 PM, Grand Jury Room, McDuffie County Courthouse.

COMMISSIONERS PRESENT

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

COUNTY REPRESENTATION

Don Norton, County Manager
Annette Finley, County Clerk
Jimmy Whitaker, County Finance Director
Chris Pelly, Director of Public Works
Fred Guerrant, Director, Planning Board
Stephen Sewell, Fire Services/EMA
Bruce Tanner, County fire Chief
Kelly Evans, Director, IT Department
Mindy Carney, Zoning/License Administrator

ABSENT

Rev. Fred Favors

MEDIA REPRESENTATION

WTHO Radio Station
McDuffie Mirror Newspaper
McDuffie Progress Newspaper

OTHERS

Four (4) citizens attended.

PUBLIC INPUT

Speakers: None
Adjournment: 6:30 PM

ZONING HEARING

None
Adjournment: 6:30 PM

COMMISSION MEETING

CALLED TO ORDER

Chairman Newton called the meeting to order and welcomed everyone in attendance.

INVOCATION & PLEDGE OF ALLEGIANCE

Commissioner Sammie Wilson led the invocation which was followed by the Pledge of Allegiance.

APPROVALS

Minutes (Regular Meeting 1-16-07)

A motion to approve the minutes of the regular Commission Meeting held on January 16, 2007, was made by Wilson, seconded by Wester and passed unanimously.

Minutes (Called Meeting 2-8-07)

A motion to approve the minutes of the called Commission Meeting held on February 8, was made by Wester, seconded by Wilson and passed unanimously.

Agenda (Current)

A motion to approve the current Agenda was made by Wester, seconded by Farr and passed unanimously with changes to dispose with hearing of the monthly budget report and the monthly financial report (Items 11 & 12) due to the fact that the Agenda was so long.

INFORMATION & ANNOUNCEMENTS

1. Presentation – Chairman Newton presented a plaque to Ms. Ruthie Thomas, McDuffie County Team Coordinator, proclaiming McDuffie County's designation as an "All Star Community" for Relay for Life 2006 participating in the fund raising of \$2,156.30 which represents their bronze level.

2. **Announcement – Chris Pelly announced that \$400,000 had been awarded from the Federal Department of Transportation to stripe 109 miles of county roads and replace stop signs, stop ahead signs and sign posts. Commission Wilson asked that Cherokee Road be included in this project at which time Chris stated that “stop” bars would be installed.**
3. **Announcement – Chris Pelly also announced that parking lot funds for the Fire Station #1 would be shared with the Georgia DOT State Aid for base, rock and paving. This project will be jointly funded with Georgia DOT at 60/40 with the county’s part being approximately \$20,000 out of SPLOST IV.**
4. **Announcement – A Public Safety Committee Meeting is scheduled for Monday, March 5, 5:30 PM, Grand Jury Room.**
5. **Announcement – Retreat (City, County, BOE, Hospital, Dev. Auth., & Dearing), Friday & Saturday, 23 & 24, Holiday Inn, Athens**
6. **Announcement – NIMS 402 Executive Briefing/Training for Incident Command System, to be held Tuesday, March 13, 2007, 3 PM-5:30 PM, Thomson-McDuffie County Library.**

OLD BUSINESS

1. **Appointments – Hospital Authority: Chairman Newton announced that three additional names were needed to submit to the Hospital Authority as potential members of the Board. These names would be considered in order to fill Ron Shipman’s position in Post 2.**

The following three named individuals were approved for submission to the Hospital Authority Board for consideration in replacing Mr. Shipman, Post 2.

- | | | |
|----|---|----------------------------|
| 1. | James Isom
1793 Wrightsboro Rd.
Thomson, GA 30824 | Phone: 706/595-3903 |
| 2. | Daisy Boyd
257 Hoey Street
Thomson, GA 30824 | Phone: 706/595-2256 |
| 3. | Ray Roquemore
3299 Mt. Pleasant Road
Thomson, GA 30824 | Phone: 706/597-3966 |

After discussion, a motion was made by Wester to approve the submission of the above three (3) named individuals for consideration in replacing Mr. Shipman; motion was seconded by Farr and passed unanimously.

2. **Bid Award – Grounds Maintenance: Chairman Newton announced that the Bid Award for Grounds Maintenance had been postponed from an earlier meeting until to date and he now presented the matter again.**

Again, the following bid results for 3-year lawn maintenance contract is copied below and made a part of these minutes:

After discussion and consideration given to the past 4 years experience, a motion was made by Farr to again approve the bid from Leaves & Landscaping in the amount of \$2,085.00 per month effective March 1, 2007 and ending February 28, 2010.

NEW BUSINESS

1. Alcoholic Beverage Application, Beer/Wine/Liquor Consumption – Chilepepper’s, 648 Main St.; Owner – Larry G. Johns, II (formerly BJ’s Spirits): Chairman Newton confirmed that all requirements and specifications detailed in the application for consumption had been met with the County Clerk.

After discussion, a motion to approve this application was made by Wester, seconded by Wilson and passed unanimously.

2. Health Dept. Request for Additional Funds: Chairman Newton reported that he had been informed by the Health Department that problems with reimbursement from the Managed Care Organization handling medicare payments had been incurred within the Health Department and a shortfall of \$40,000 had been determined which the State of Georgia was necessitating that budget revisions be provided by the County for expenditures taking place between now and July 1, 2007. At that time, their fiscal year budget

will adjust appropriately and hopefully will no longer require the extra funds for their operations.

After a lengthy discussion, Chairman Newton recommended that McDuffie County provide funds up to \$40,000 to the Health Department with funds coming from “contingency”. A motion to approve this recommendation was made by Wester, seconded by Farr and past unanimously.

3. **Traffic Control @ Thomson High School:** Chairman Newton announced that he had been contacted by Drs. Peterson and Franklin regarding the traffic problems surrounding the Thomson High School area noting that the new East Bypass would soon be constructed in that area and with a new Middle School being constructed directly across the road, driving through that area is going to be a “nightmare”.

After discussion, Chairman Newton recommended that funds up to \$5000 be provided for the hiring of school a crossing guard for the area which will eliminate some of the problems being encountered.

A motion to approve the recommendation with funds coming from “contingency” was made by Wester, seconded by Farr and passed unanimously.

4. **Building Permit Fees Adjustment:** Chairman Newton asked Fred Guerrant, Director, Planning Board, to address this matter.

Fred reported that the City of Thomson had concurred and agreed with the following proposed increases/changes in the schedule of building permits and inspections fees. They plan to adopt them as soon as the County agrees that the rate increases be mutual between both the City and County since considerable building is to occur in the near future.

After discussion, a motion to “postpone” this matter until the next scheduled Commission Meeting March 7, 2007 was made by Wester seconded by Wilson and passed unanimously.

- 4a. Permits for Residential Driveway Requirements: Chairman Newton asked Director of Public Works, Chris Pelly, to address this issue.

Chris stated that his department was currently required to make at least two trips per driveway installation throughout the county in order for driveways to conform with county requirements in order for McDuffie County to maintain them; not only was it time consuming but costly as well. As a result, he recommends that a fee of \$25 be levied for each driveway installed when his personnel must monitor the installation.

After discussion, Commissioner Wilson suggested that this fee be included within the building permits and inspection fees for new homes and Extra driveways will be considered separately with potential additional negotiation at the same time. Director of the Planning Board, Fred Guerrant, concurred in this matter and as a result, the matter was postponed until the next Commission Meeting scheduled for March 7 at which time, the Residential Driveway Requirements will be included with the Building Permit Fees and discussed further.

5. Elections – Offsite Laptop Computer for Absentee/Early Voting: Chairman Newton asked Phyllis Wheeler, Director of Elections and Voter Registration, to address this issue.

Phyllis reported that in order to provide a solution to the overcrowding and minimal space currently used for absentee/early voting in the courthouse, an alternative to voters should be offered during election time; also when court is in session. To eliminate the many problems involved, a request was made and approval received from the Department of Justice to establish an offsite absentee/early voting location away from the main office in the courthouse. The new site will be at the Human Development Center (old Rec. Dept. bldg) on Whiteoak Rd. Kelly Evans, Director of IT Department, confirmed that she had received a quote from CDWG in the amount of \$1,401.63 for an HP Compaq Business Notebook nx7400 including pick-up and return service as well as an "Entry Value" case.

Phyllis recommended that the Board of Commissioners approve the following quote for the purchase of a laptop computer for the Elections Office

After discussion, a motion by Wester to approve the purchase of laptop computer in the amount of \$1,401.63 with funds coming from within the Elections' budget; motion was seconded by Wilson and passed unanimously.

6. **Bid Award – Uniforms/Road, Solid Waste & Maintenance Departments:**
Chairman Newton asked Chris Pelly, Director of Public Works to address this matter.

Chris announced that five (5) bids had been received and a summary of the bids is copied below and made a part of these minutes:

After discussion, Chairman Newton recommended that CINTAS with a bid of \$9,438.00 annually with the price locked in on a 5-year contract, no annual increases, new quality fabric uniforms, effective March 26, 2007 and ending March 25, 2012. A motion to approve this recommendation was made by Farr, seconded by Wilson and passed unanimously.

7. **Retroactive Approval of “Jaws of Life” Cutters Emergency Purchase:** Chairman Newton asked County Fire Chief Bruce Tanner to address this issue.

Bruce reported that major work was needed to return the current tool to service noting the most cost effective action was to purchase a new tool instead of trying to repair a 15-year old piece of equipment with the cost being 2/3 of replacement value. The replacement cost for a new “Jaws of Life” tool is \$4,400 and funds can be provided by transferring this amount from the repair and maintenance line item to capital equipment within the Fire Department budget.

After discussion, Chairman Newton recommended that the “Jaws of Life” cutters emergency purchase be approved with funds coming from within the Fire Department budget. A motion to approve this recommendation was made by Wester, seconded by Wilson and passed unanimously.

8. **Fire Services – Adoption of Conduct/Mission Statement for Fire Service:** Chairman Newton asked Bruce Tanner to address this issue.

Bruce proposed adoption of the following mission statement for the Fire Services’ Department which would serve as a guide for conduct and as a point of reference for membership in their services to the community.

“Through professionalism, dedication, integrity and training the McDuffie County Fire Service works to safeguard the lives and property and to enhance the quality of life of the people of McDuffie County. This will be accomplished by providing a vast range of emergency services, strong public relations and fire and life safety education. We also endeavor to protect and preserve the health of our membership and return our personnel safely to their families.

After discussion and determining there is no fiscal impact associated with the adoption of the proposed mission statement, a motion was made by Wester to approve the above mission statement; motion was seconded by Wilson and passed unanimously.

9. **Approval of 2006 Sewer System Budget:** Chairman Newton asked Finance Director Jimmy Whitaker to address this matter.

Jimmy presented a 2006 Sewer System Budget and asked that it be considered for retroactive approval. The Budget is copied below and made a part of these minutes.

After discussion, Chairman Newton recommended the approval of the 2006 Sewer System Budget as presented. A motion to approve the recommendation was made by Farr, seconded by Wilson and passed unanimously.

10. **Recommendation – 2007 Budget Appropriation for “Clarks Hill Lake Partnership”**: Chairman Newton asked County Manager Don Norton to address this matter.

Don reviewed the history of this funding from last year stating each of the five (5) “Lake Partnership) counties appropriated \$3,000. These funds are considered more or less “membership dues” but are generally spent on tourism and economic development advertising type activities. Year 2006 was successful in this endeavor and the Board is now asked to provide the same level of financial participation for 2007.

Don recommended that the Board appropriate \$3,000 for the 2007 “Lake Partnership” activities with funds coming from “contingency”, but should be directly or indirectly associated with the use of Hotel-Motel tax revenues.

A motion to approve this recommendation was made by Wester, seconded by Farr and passed unanimously.

ADJOURNMENT

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

McDUFFIE COUNTY BOARD OF COMMISSIONERS

Charles G. Newton IV, Chairman

ATTEST:

Annette Finley, County Clerk