

AGENDA
McDUFFIE COUNTY BOARD OF COMMISSIONERS' MEETING
April 1, 2009, 10:00 AM, Superior Court Room, McDuffie County Courthouse

CALL TO ORDER & WELCOME
Chairman Newton

INVOCATION & PLEDGE OF ALLEGIANCE
Reverend John Smalley, Pastor of Vanderhorst CME Church, Washington Rd., and Member of Thomson City Council.

APPROVALS
Agenda (Current)
Minutes (Regular Mtg. 03-17-09)

INFORMATION & ANNOUNCEMENTS

1. CIA (Citizens in Action) Recognition, 15 Students From Thomson Elementary School For Their Services to the Thomson-McDuffie Animal Shelter (Chairman Newton & Ms. Gail Newsome)
2. Employee Service Recognition (20-25 Years of Service to McDuffie County).
3. Announcement: Boys & Girls' Club Golf Tournament, May 4, Belle Meade Country Club
4. Announcement: Blind Willie Blues Festival, May 9, 2009 (same location as last year), Stagecoach Rd.
5. Announcement: Denim Diamonds & Flip Flop Annual Band Party, April 4, Stokes-Hodges Dealership, Washington Rd.

OLD BUSINESS
None

NEW BUSINESS

1. ER & ACO Tax Report – March 2009 (Sandra Whitaker)
2. Application for a One-Day Alcoholic Bev. License (Beer & Wine Consumption): Blind Willie Blues Festival to be held May 9, 2009 (at the Same Location as Last Year, 2008 – Stagecoach Rd., 300 yds. East, Off Washington Rd.)(Chairman Newton)
3. Application for a One-Day Alcoholic Bev. License (Beer & Wine Consumption), Sponsored by the Chamber of Commerce. A Denim & Diamonds & Flip Flop Annual Band Party, to be held at Stokes-Hodges Dealership On Washington Rd. (Chairman Newton)
4. Application for a One-Day Alcoholic Bev. License (Beer & Wine Consumption): Boys & Girls Club Golf Tournament, May 4, Belle Meade Country Club (Chairman Newton)
5. Elias Station Subdivision – Arthur Grimaud (Chairman Newton)
6. SPLOST V Banking Services (Chairman Newton)
7. Sr. Center Grant Matching Funds (Chairman Newton)
8. Bid Award: Roofing for the Voters' Registration/Human Dev. Center Bldg. (Don Norton)
9. Amendment (Minor) to Hospital/County EMS Agreement (Don Norton)
10. Bid Award: Fire Department Protective Clothing (Bruce Tanner/Steven Sewell)
11. Hazard Mitigation Grant Application (Bruce Tanner)
12. HR Module Costs/Benefits (Kelly Evans)
13. DFACS Leasing Agreement FY 2010 (Jimmy Whitaker)

ADJOURNMENT

The McDuffie County Board of Commissioners held a regular Commission Meeting Wednesday morning April 1, 2009, 10:00 AM, Superior Court Room, McDuffie County Courthouse.

COMMISSIONERS PRESENT:
Charles G. Newton IV, Chairman
Sammie L. Wilson, Vice Chairman
Rev. Fred Favors, Commissioner
Paul W. McCorkle, Commissioner
Wm. "Bill" M. Jopling, Commissioner

COUNTY REPRESENTATION:
Don Norton, County Manager
Annette Finley, County Clerk
Jimmy Whitaker, Finance Director
Chris Pelly, Director of Public Works
Bruce Tanner, County Fire Chief
Steven Sewell, EMA/Fire Services
Sandra Whitaker, Tax Commissioner
Kelly Evans, Director, IT Department
Fred Guarrant, Director, Planning Board
Mindy Carney, Zoning/License Administrator
Bob Howard, Director, Recreation Department
Katherine Perry, Chief Tax Assessor
Wanda Sisson, Tax Assessor's Office
Merlinda D'Antignac, Sr. Citizens' Center
Valerie Burley, Judge, Probate Court

MEDIA REPRESENTATION:
WTHO Radio Station
McDuffie Mirror Newspaper
McDuffie Progress Newspaper

OTHERS:
Eighteen (18) citizens attended.

CALL TO ORDER & WELCOME

Chairman Newton called the meeting to order, acknowledged a quorum of commissioners present and welcome everyone in attendance.

INVOCATION & PLEDGE OF ALLEGIANCE

Reverend John Smalley, Pastor, Vanderhorst CME Church, Washington Road offered the invocation which was followed by the Pledge of Allegiance.

APPROVALS

Agenda

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

Minutes

A motion to approve the minutes of the meeting held on February 17, 2009 was made by McCorkle, seconded by Wilson and passed unanimously.

INFORMATION & ANNOUNCEMENTS

1. Thirteen (13) Citizens in Action (CIA) group from Thomson Elementary School were recognized for their services to the Thomson-McDuffie Animal Shelter. This group was chaperoned by 3 of their teachers along with Ms. Gail Newsome, Manager of the Thomson-McDuffie Animal Shelter. Ms. Sandra Maxwell, teacher, reported that the group had worked diligently in collecting items for the Shelter and thanked the Commission for recognizing the CIA as "future leaders in this county". Ms. Newsome stated that approximately 300 items i.e. food, toys, towels, etc. had been donated and the group had also participated in a "Pet Awareness" class.

The Commissioners awarded the group with a "Certificate of Appreciation" and the media took group pictures.

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2. Employees with 20-25 years of employment with McDuffie County were recognized for their services. The named employees are listed below and made a part of these minutes.

Department Service	Name	Date of Hire	No. of Years'
Road Department	Russell Allen	3/18/1985	

Road Department 24	Cornelious Belton	3/18/1985	
Sheriff's Depart.	Christopher Durden	1/3/1986	23
Senior Citizens	Shelly Frails	2/18/1987	22
Tax Commissioner's Office	Sandra Whitaker	3/17/1987	22
Recreation Department	Hamilton Brown	6/15/1987	21
Planning Board	Melanie McLendon	6/9/1987	21
Road Department 20	Curtis Evans	6/29/1988	
Sheriff's Department	Roy Reeves	7/11/1988	20
Tax Assessor's Office 20	Wanda Sisson	1/30/1989	
Sheriff's Depart.	Leonard Neal	2/6/1989	20
Probate Court 20	Valerie Burley	3/6/1989	

After receiving their "Certificates of Appreciation" from the Chairman, the commissioners joined the group for pictures taken by the media.

3. **Announcement: Boys & Girls Club Golf Tournament will be held on May 5 at Belle Meade Country Club.**
4. **Announcement: Blind Willie Blues Festival will be held on May 9, 2009 at the same location as in the past.**
5. **Announcement: Denim & Diamonds & Flip Flops' Annual Band Party (formerly the Beach Blast) will be held on April 4, 2009 at the Stokes-Hodges Dealership, Washington Road.**

OLD BUSINESS

None

NEW BUSINESS

1. **ER & ACO Report – March 2009:** Chairman Newton asked Tax Commissioner Sandra Whitaker to present this report.

Sandra reported a decrease in the amount of \$3,164.64 revenue due to the granting of several Conservation Use Exemptions.

Mobile Home Digest decreased in the amount of \$983.87 due to several mobile homes qualifying for Homestead Exemption and moving them to the Real Property Digest to be collected this fall.

After discussion, a motion was made by Wilson to accept and endorse the report as given; Jopling seconded and the motion passed unanimously.

2. **Application for a One-Day Alcoholic Bev. License (Beer & Wine Consumption):**

Chairman Newton stated that the Blind Willie Blues Festival will be held May 9, 2009 at the same location as in the past; Stagecoach Road, 300 yards East, Off Washington Road. They have applied for a One-Day Alcoholic Beverage License. After confirming with Ms. Mindy Carney, Zoning/License Administrator, that they had met all of the requirements, Chairman Newton recommended that this request be approved.

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A motion to approve the application was made by Wilson, seconded by Jopling and passed 3 to 1; Rev. Favors abstained for religious reasons.

3. **Application for a One-Day Alcoholic Beverage License (Beer & Wine Consumption) – Denim & Diamonds & Flip Flop Annual Band party (formerly Beach Blast) sponsored by the Chamber of Commerce.**

Chairman Newton confirmed with Ms. Mindy Carney that all requirements had been met for this event which will be held April 4, 2009 at the Stokes-Hodges Dealership on Washington Road in a grassy area suitable for this event. After discussion, a motion to approve this application was made by McCorkle, seconded by Jopling and passed 3 to 1; Rev. Favors abstained for religious reasons.

4. **Application for a One-Day Alcoholic Beverage License (Beer Wine Consumption) – Boys & Girls Club Golf Tournament to be held on May 5, 2009 at the Belle Meade Country Club.**

Chairman Newton confirmed with Ms. Carney that all requirements had been met for this even which will be held May 5, 2009 at the Belle Meade County Club. After

discussion, a motion to approve this application was made by McCorkle, seconded by Jopling and passed 3 to 1; Rev. Favors abstained for religious reasons.

5. **Elias Station Subdivision – Developer, Arthur Grimaud:** Chairman Newton reviewed the request before the Commission by Mr. Grimaud requesting a zoning change to residential and for a subdivision development at Cobbham Road (Hwy. 150) and I-20. At this time, Chairman Newton suggested that each house in the area for which Mr. Grimaud is requesting be smaller in size due to the economy, be wrapped around with “brick or stone” as originally stipulated; Mr. Grimaud agreed with this whole heartedly. Chairman Newton stated that the matter is still under consideration and more input is needed by all possibly even the Planning Commission before the Commission can make a decision. As a result, a motion was made by McCorkle to postpone the matter to the next Commission Meeting scheduled for April 21, 2009; Wilson seconded and the motion passed unanimously.
6. **SPLOST V Banking Services:** Chairman Newton stated that after much deliberation, he was recommending moving forward with the checking account services at SunTrust Bank at a rate of the twelve (12) month CD rate. These funds are made up of sales tax dollars derived from SPLOST V and will be withdrawn when needed with no penalties whatsoever. Mr. David Jopling, President, had agreed that these funds will be held in CD’s and the interest rate will be adjusted in accordance with the twelve month CD rate from time to time. At this time, a motion to approve this recommendation was made by McCorkle, seconded by Wilson and passed 3 to 1; 1 abstention.
7. **Sr. Center Grant Matching Funds:** Chairman Newton reported that a 2009 CDBG grant in an amount up to \$399,031 is being applied for through the Department of Community Affairs. This grant, if approved, will allow the renovation and expansion of the Sr. Citizen Center as well as adding an exercise room, purchasing the necessary equipment for the exercise room, repairing floors, windows, making bathrooms ADA compliant and improving the parking area. The expansion will also allow the Sr. Citizen Center to provide existing services to its clientele as well as add a new Adult Day Care program to benefit a total of 75 seniors and handicapped persons, all of whom are presumed low and moderate income. McDuffie County is being requested to commit to matching funds in the amount of \$54,000 for the grant along with in-kind services totaling approximately \$10,000.

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After further discussion, a motion to approve this request with funds coming from SPLOST IV was made by Jopling, seconded by McCorkle and passed unanimously.

8. **Bid Award: Roofing for the Voters’ Registration/Human Dev. Center Bldg.:** Chairman Newton asked County Manager Don Norton to address this issue.

Don stated that only 1 bid had been received and that one was from Wayne Sims Roofing, Thomson, GA in the total amount of \$15,000 including 30 year shingles , \$700 to replace the rest of the ridge on the building. Don further noted that the budget was in the amount of \$14,000 with funds coming from the Elections Department; however, he felt sure that extra \$1000 could be located within the Elections Department’s budget. The bid results are copied below and made a part of these minutes.

After discussion, a motion to approve awarding the bid to Wayne Sims Roofing Company was made by Wilson, seconded by Jopling and passed unanimously.

9. **Amendment (Minor) to Hospital/County EMS Agreement:** Chairman Newton asked County Manager Don Norton to address this item.

Don reported that the McDuffie County Hospital Authority has requested to amend the monthly Ambulance Service Management Agreement setting forth their expenses incurred i.e. amounts billed, amounts collected, amounts uncollectible, and adjustment amounts but not listing any personal identifying information concerning the patient due to HIPAA regulations. This amendment is copied below and made a part of these minutes.

COPY OF THE EXECUTED AGREEMENT WILL GO HERE, WHEN RECEIVED.

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After discussion, a motion to approve the Amended Ambulance Service Management Agreement was made by Wilson, seconded by Jopling and passed unanimously.

10. **Bid Award - Fire Department Protective Clothing:** Chairman Newton asked County Fire Chief Bruce Tanner to present this matter.

Bruce stated that 9 bids had been received out of the 9 RFP's mailed. He presented a summary of all bids received for 15 sets of firefighters protective clothing and pagers and advised the Board of their best choices. The bid package was divided into categories i.e. Section A – Coats, Pants and Suspenders, Section B – Helmets, Section C – Gloves and Hoods, Section D – Boots, and Section E – Pagers. He recommended to the Board the low bid from each of the categories of protective clothing for a total of \$32,656.65 be paid from SPLOST IV Public Safety funds. A copy of this lengthy bid summary along with bids are on file in the Commission Office, Room 107, McDuffie County Courthouse.

After discussion, a motion to approve the this recommendation was made by McCorkle, seconded by Wilson and passed unanimously.

11. **Hazard Mitigation Grant Application:** Chairman Newton asked Chief Tanner to also present this item.

Bruce reviewed earlier situations where the public had asked that consideration be given in order to provide a reliable means of notifying the general public of developing dangerous conditions and provide vital and timely information concerning what actions should be taken to protect lives and property. This was a result of a tornado in March 2007 where early notification to the general public was needed but was unavailable.

Bruce reported that he had sought help in funding to implement this task and had received a proposed “mass alert notification” system based on reverse dial-up protocols. The public will receive emergency notification of impending danger to life and property via telephone, cell phone and/or email. Also, brief instructions will be given as to what actions should be taken to protect themselves and their property. The proposed system operates independently from all existing notification systems already in place. Total project cost will be \$16,641.00 with a local share of \$2,496 in kind labor. The grant covers cost for the first year only. To continue the project beyond the first year, all of the expense for continued use of the system would have to be funded by the local governments. Since this system would service the City of Thomson and the Town of Dearing, expenses could be shared. Note was made again that the grant was only for one year.

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

12. **HR Module Costs/Benefits:** Chairman Newton asked Kelly Evans, Director of the IT Department to address this matter.

Kelly referred to the earlier letter from Mauldin & Jenkins CPA regarding their findings and recommendations concerning the “agreed-upon procedure services” for the county. Mauldin & Jenkins CPA recommended that documentation of all pay rate changes be kept in the employee personnel files or through maintaining a comprehensive listing of current pay rates which can be easily added to the payroll reports. Also, segregation of duties should be implemented and the Human Resources Department have access to or control over wage information. Currently,

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Finance Department employees are the only employees with readily available information to current pay rates. Kelly recommended that McDuffie County and the City of Thomson both adopt the Human Resources Module or the ERP software MUNIS. Copied below is the software quotation and cost information.

After discussion, a motion was made by Favors to approve the recommendation; motion was seconded by Wilson and passed unanimously.

12. **DFACS Leasing Agreement FY 2010:** Chairman Newton asked County Finance Director Jimmy Whitaker to present this matter.

Jimmy reported that the DFACS Leasing Agreement for July 1, 2009 thru June 30, 2010 was being presented for agreement and execution of same. The “maintenance in lieu of rent” owed to McDuffie County from the Georgia Department of Human Resources, Div. of Family and Children Services would be \$62,083/year. This calculates into 7508 sq. feet @ \$8.269 per square foot per annum in lieu of rent for McDuffie County.

After discussion, a motion was made by Wilson to approve this Leasing Agreement; motion was seconded by McCorkle and passed unanimously.

OTHER

Chairman Newton recognized Don Norton and Mr. Riley Stamey concerning an update of the City-County Building project which is proceeding as scheduled. One (1) property is still “needing to be closed” but operations will start soon. The traffic engineer with Street Smarts is doing a very good job within their “expertise”.

ADJOURNMENT

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

McDUFFIE COUNTY BOARD OF COMMISSIONERS

Charles G. Newton IV, Chairman

ATTEST: _____
Annette Finley, County Clerk