

AGENDAS
McDUFFIE COUNTY BOARD OF COMMISSIONERS' MEETING
June 19, 2007, 6:30 PM, Grand Jury Room, McDuffie County Courthouse

PUBLIC INPUT

1. **Speakers:**
Adjournment

ZONING HEARING

1. **Jack Herkel – Crossover Easement – Cobbham Road**
2. **Zoning Text Amendment – Staff Recommendation**
Adjournment

COMMISSION MEETING

CALL TO ORDER & WELCOME

Chairman Newton

INVOCATION & PLEDGE OF ALLEGIANCE

APPROVALS

- Minutes (Joint Water-Sewer Commission Mtg., 5-29-07)**
- Minutes (Regular Mtg. 6-6-07)**
- Agenda (Current)**

INFORMATION & ANNOUNCEMENTS

1. **Announcement – July 2, Commission Work Session and July 4, 2007, Regular Commission Mtg. Cancellation due to Holiday.**
2. **Proposed Budget Work Session Thursday, June 28, 2007, 6:30 PM, Grand Jury**

OLD BUSINESS

None

NEW BUSINESS

1. **Planning Board Recommendations (Chairman Newton)**
2. **Recreation Dept. – Fencing Bid, Pitt St. Park (Bob Howard)**
3. **Proposed Inmate Work Detail from GDOC (Wilkes Pre-Release Center (Chris Pelly)**
4. **Proposed Annexation by City of Thomson - Washington Rd. Area (Fred Guerrant)**
5. **Requested Office Relocation – Elections Office (Phyllis W. or Don N.)**
6. **ACCG-IRMA Safety Discount Verification for 2008 (Don Norton)**
7. **Monthly Budget Report – May 2007 (Don Norton)**
8. **Monthly Financial Report (Jimmy Whitaker)**
9. **High School Work Study Program (Jimmy Whitaker)**

ADJOURNMENT

The McDuffie County Board of Commissioners held a regular Commission Meeting Tuesday evening, June 19, 2007, 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

Don Norton, County Manager
Annette Finley, County Clerk
Jimmy Whitaker, County Finance Director
Fred Guarrant, Director, Planning Board
Chris Pelly, Director of Public Works
Mindy Carney, Zoning/License Administrator
Bob Howard, Director, Recreation Dept.
Kelly Evans, Director, IT Dept.

OTHERS

One (1) citizen attended.

PUBLIC INPUT

Speakers: None
Adjournment: 6:30 PM

ZONING HEARING

1. **Jack Herkel – Crossover Easement – Cobbham Rd.**
Fred Guarrant, Director of the Planning Board, reported that he had received an application from Mr. Herkel requesting crossover easements for his 8.56 acre residential property located at 4178-C Cobbham Road. Mr. Herkel currently resides on the property and that it was his request to be able to allow his sister and daughter to each establish one-acre residential lots on his property with access by way of crossover easements. Fred stated that when originally purchased 20 plus years ago, it was a "flag lot" with only 30' of access to Cobbham Road. In November 1987, Jack sold half of original 17 acre property to his brother and received from the Planning Commission Board a "one-time" crossover easement. In addition, if the 2 new lots are granted, it would mean that the 30' access would serve five residences. Jack stated that the two new lots were for family members and that he did not expect any further division would be necessary. Mr. Herkel was advised that if the request was approved, the easement accessing all properties must be privately maintained to which Mr. Herkel agreed. The Planning Commission recommended the conditional approval of the two new lots and the appropriate crossover to each provided that further division of the property is prohibited.
2. **Zoning Text Amendment – Staff Recommendation**
Since new and revised Subdivision Regulations had been approved and adopted by the Board of Commissioners at its regularly held meeting on June 6, 2007, the old regulations were "null and void". To avoid confusion, it is recommended that the old regulations in Article VII of the Zoning Ordinance be removed since the new regulations will take the form of an independent Ordinance and not be incorporated within the Zoning Ordinance. The Planning Commission recommended approval of the zoning text change removing the old subdivision regulations from the current Zoning Ordinance.

Hearing adjourned at 6:40 PM.

COMMISSION MEETING

CALL TO ORDER & WELCOME

Chairman Newton called the meeting to order, and noted that a quorum was present and welcomed everyone in attendance.

INVOCATION & PLEDGE OF ALLEGIANCE

Reverend/Commissioner Fred Favors led the invocation which was followed by the Pledge of Allegiance.

APPROVALS

Minutes (Joint Water-Sewer Commission Mtg., 5-29-07)

A motion to approve the minute as written was made by Wilson, seconded by Farr and passed unanimously.

Minutes (Regular Mtg. 6-6-07)

A motion to approve the minutes as written was made by Farr, seconded by Wilson and passed unanimously.

Agenda (Current)

Chairman Newton asked that an Executive Session to discuss personnel be added to the current Agenda and held at the end of the meeting. A motion to approve the current Agenda with the addition was made by Farr, seconded by Wilson and passed unanimously.

INFORMATION & ANNOUNCEMENTS

1. **Announcement – Death of Deputy Sheriff Jerome Jackson on Friday, June 15, 2007.**
2. **Announcement - The Commissioners' Work Session scheduled for July 2 and the Regular Commission Meeting scheduled for July 4, 2007 have been cancelled due to the Holiday.**
3. **A 2008 Budget Work Session is scheduled for Thursday, June 28, 2007, 6:30 PM, Grand Jury Room.**

OLD BUSINESS

None

NEW BUSINESS

1. **Planning Board Recommendations:** Chairman Newton reviewed the requests from the earlier Zoning Hearing and asked for action on the 2 issues.
 - a. **Jack Herkel – Crossover Easement – Cobbham Road.**
A motion was made by Wester to uphold the Planning Board's recommendation and conditionally approve the two new lots and the crossover easements to each provided that further division of the property is prohibited. In addition, all access road ways to the properties shall be privately maintained; motion was seconded by Wilson, opposed by Farr and passed 3 to 2 with the Chairman not voting.
 - b. **Zoning Text Amendment – Staff Recommendation.** A motion was made by Wester to uphold and approve the zoning text change removing the old subdivision regulations from the Zoning Ordinance and making the new revised Subdivision Regulations a "stand alone" Ordinance; motion was seconded by Wilson and passed unanimously.
2. **Recreation Dept. – Fencing Bid, Pitt Street Park:** Chairman Newton asked Bob Howard, Director, Recreation & Leisure Services Department, to present this issue.

Bob stated that he had received only one (1) bid for replacement of the fencing at Pitt Street Park in the amount of \$47,697. After discussion, determining that the bid amount far exceeded the anticipated budget amount, a motion to re-bid the project was made by Wester, seconded by Farr and passed unanimously.

3. **Proposed Inmate Work Detail From Ga. Dept. of Corrections (Wilkes Pre-Release Center):** Chairman Newton asked County Manager Don Norton or Director of Public Works Chris Pelly to address this issue.

Chris reported that an Agreement had been received from the Ga. Department of Corrections legal offices allowing the services of inmate work crews from the Wilkes Pre-Release Center, a unit of Whitworth Parole Center facility, on public work projects in accordance with O.C.G.A. 42-5-60(e). He stated that after negotiations, an amount of \$30,000 annually had been agreed upon for their services and reported that McDuffie County Sheriff Logan Marshall had been advised and concurred with the request. After discussion, a motion to approve this Agreement was made by Wester, seconded by Farr and passed unanimously.

4. **Proposed Annexation by the City of Thomson – Washington Road Area:** Chairman Newton asked County Manager Don Norton to address this matter.

Don reported that he had received a letter delivered “Federal Express Overnight” from the City of Thomson advising their receipt of petitions from property owners requesting to be included within the city limits and of the City’s desire to annex these certain properties. These addresses and properties are as follows:

- 668 Washington Rd., (Select Cars)
- 664 Washington Rd., (Thrifty Auto Parts)
- 654 Washington Rd., (Carriage Lane, includes old pool on Dean’s Ave.)
- 476 Washington Rd., (Check Cash)

After a presentation by Fred Guerrant, no objection was voiced against this matter.

5. **Requested Office Relocation – Elections Office:** Chairman Newton announced that he had received a request from the Elections Department requesting the authorization to relocate entirely to the old Recreation Department building located at 808 Whiteoak Road. After discussion, the Board concurred with this request.

6. **ACCG-IRMA Safety Discount Verification for 2008:** Chairman Newton asked County Manager Don Norton to address this issue.

Don stated that this is an annual request from ACCG and in order to obtain the ACCG-IRMA Safety Discount of 5% safety discount to a maximum of \$5,000, McDuffie County is required to comply with the requirements of the Fund’s Loss Control and Safety Incentive Discount Program. The discount will apply to our October 1, 2007-September 30, 2008 policy period premium. At this time, it is being recommended that the Board approve the ACCG-IRMA Safety Discount Verification Form by authorizing the Chairman to sign and return the form with the appointment of Ms. Ruthie J. Thomas as the ACCG-IRMA Safety Coordinator and the ACCG-IRMA Insurance Contact. A motion to approve this recommendation was made by Wilson, seconded by Farr and passed unanimously.

7. **Monthly Budget Report – May 2007:** Chairman Newton asked County Manager Don Norton to present this report.

Don reported that as of May 31, 2007, with 41.7% of Year Lapsed, the County had collected \$3,903,505.53 or 32.2% of the projected YTD General Fund Revenue. With 41.7% of the Year Lapsed, the YTD General Fund expenditures were \$4,781,483.93 or 39.5%.

8. **Monthly Financial Report – May 2007:** County Finance Director, Jimmy Whitaker, presented reports on all bank accounts showing a grand total of \$10,470,000.80 as of May 31, 2007; Hotel/Motel Report reflects a YTD \$88,673.42 or 9.52% decrease from 2006 on this same date; Local Option Sales Tax Collections YTD are at YTD \$940,832.19 or an overall decrease of 4.24% from 2006 on this same date; and, SPLOST IV Revenue/Expenditure Report with a total program revenue of \$11,056,416, expenditures of \$7,112,788 leaving an available balance of \$3,943,268, plus \$352,343 earned interest

9. **High School Work Study Program:** Chairman Newton asked County Finance Director, Jimmy Whitaker, to address this matter.

Jimmy stated that Mr. Bill Beckum, McDuffie County Board of Education, had contacted him in providing additional help for the Finance Office and at the same time provide work experience for a Thomson High Student taking a business and accounting course of study. By obtaining this accounting experience, it would allow the student to determine if accounting is the vocation they really want to go into and also allow them to earn scholastic credits for the time spent working here. Hourly compensation will be at the minimum wage rate.

Jimmy added that this would impact the budget by approximately \$4,005 for the balance of the 2007 budget year. Funds could be moved from salary contingency to part time salary, Finance Department to fund the additional expense. Interest was expressed in a similar arrangement for the Commission/County Manager's office.

After discussion, a motion was made by Farr to approve the hiring of a Thomson High School student participating in the work-study program with the additional funds needed to come from salary contingency; motion was seconded by Wilson and passed unanimously.

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

EXECUTIVE SESSION

Topic of Discussion: Personnel

At the end of the Session, a motion to re-enter the regular meeting was made by Farr, seconded by Wilson and passed unanimously.

No action was taken as a result of the Executive Session.

ADJOURNMENT

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

McDUFFIE COUNTY BOARD OF COMMISSIONERS

Charles G. Newton IV, Chairman

ATTEST:

Annette Finley, County Clerk