

The McDuffie County Board of Commissioners held a Regular Commission Meeting Tuesday evening, April 19, 2011, 6:30 PM, Grand Jury Room, McDuffie County Courthouse.

COMMISSIONERS PRESENT

Charles G. Newton IV, Chairman
Sammie L. Wilson, Sr., Vice Chairman
Frederick D. Favors
Paul McCorkle, Commissioner
Wm. "Bill" M. Jopling, Commissioner

COUNTY REPRESENTATION

Don Norton, County Manager
Penny Salley, County Clerk
Pam Workman, Finance Director
Fred Guarrant, Planning and Zoning Director
Wanda Sisson, Tax Assessor
Larry Brown, Constable
Judge Swann, Magistrate Judge
Raymond White, IT Director
Susan Smith, Road Department
Stephen Sewell, Assistant Fire Chief
Bob Howard, Recreation Director
Rick Smith, County Extension Agent

MEDIA

WTHO
McDuffie Progress
McDuffie Mirror
WJBF

OTHER

Four (4) Others Attended

PUBLIC INPUT

None

ZONING ISSUES

None

COMMISSION MEETING

CALL TO ORDER

Chairman Newton acknowledged a quorum of commissioners present and welcomed everyone in attendance.

INVOCATION & PLEDGE OF ALLEGIANCE

Bubba Swann offered the invocation and was followed by the Pledge of Allegiance.

APPROVAL

Agenda (Current)

A motion to approve the current Agenda with the following change was made by Jopling, seconded by Wilson and passed unanimously.

Add New Item 5 to New Business: Water/Sewer Commission Action Items

Minutes (Regular Mtg. 4/6/11)

A motion to approve the minutes of the regular Commission Meeting held 4/6/11 was made by Jopling, seconded by Wilson and passed unanimously.

INFORMATION & ANNOUNCEMENTS

1. Certificate of Appreciation
2. ACCG Savannah Conference, April 29th –May 2nd
3. Reschedule May 2, 2011 Work Session to Tuesday May 3, 2011

OLD BUSINESS

1. Status Update Government Center Project

Chairman Newton asked Jud Bryant to address this matter.

Jud reported on the available balance in Owner's Contingency. He stated that the current balance is \$424,763; this balance includes earned interest to date. Contingency from RW Allen is approximately \$500,000; both balances include everything that the Board has approved to date.

No action was required.

NEW BUSINESS

1. Resolution to Grant Access from Bob Kirk Rd. to GBI Property

Chairman Newton asked Fred Stephens, GBI, to address this matter.

The GBI has requested a .28 acre tract immediately north of its existing property to allow direct access to Bob Kirk Road in order to construct a new Crime Scene Specialist Garage behind its Region 7 Office. This tract of property is not currently needed for County/City purposes.

Chairman Newton asked about the possibility of the GBI at some point occupying the old GSP building. Mr. Stephens stated that they would potentially like to occupy the building in the future, but at this point did not know when. Chairman Newton suggested the possibility of the GBI taking over the grounds maintenance at the Old GSP building, Mr. Stephens said that they would look into it.

After discussion a motion was made by Favors to pass a resolution granting a .28 acre tract immediately north of the GBI existing property to allow direct access to Bob Kirk Road in order to construct a new Crime Scene Specialist Garage behind its Region 7 Office, seconded by McCorkle and passed unanimously.

2. Request for IT Department Organization Changes

Chairman Newton asked Raymond White, IT Director, to address this matter.

Raymond has made the recommendation to promote Alex Faircloth to a System Analyst II with a pay grade 18 at an annual salary of \$32,607.01. He feels that, because of Alex's recent CISCO certification, Alex will be able to take over many of the daily duties that he currently has to perform. Raymond also made the recommendation to lift the hiring freeze in order to hire a PC Support Specialist, this would be a pay grade 12 position at an annual salary of \$24,245.00. Should these changes be approved, the department's total salary requirement will be \$102,924.79, the current payroll budget for IT is \$98,435.00, Raymond has recommended a reallocation of funds in the amount of \$5,000.00 from the technical support line item to the salary line item.

After discussion and recommendations from Raymond, a motion was made by Jopling to approve the promotion of Alex Faircloth to System Analyst II, lift the hiring freeze in order to hire a PC Support Specialist and allow for a reallocation of \$5,000 from the technical support line item to the salary line item, seconded by McCorkle. A roll call vote was requested at this time by Commissioner Wilson

	<u>Yes</u>	<u>No</u>
Favors		✓
McCorkle		✓
Wilson		✓
Jopling	✓	

Three Commissioners were opposed and the motion did not pass.

Commissioner McCorkle feels that Alex should be promoted to System Analyst I, in order to avoid the reallocation of funds. McCorkle feels that the promotion should be done in two steps, the immediate promotion to System Analyst I and the promotion to System Analyst II at the beginning of the 2012 budget year. Raymond feels promoting Alex to System Analyst II will alleviate having to hire a fourth person for the IT Department in the future. He also feels that with Alex's training and certifications it will reduce the number of hours that a consultant is needed.

After discussion, a motion was made by McCorkle to approve the immediate promotion of Alex Faircloth to System Analyst I and approve the promotion to System Analyst II at the beginning of

the 2012 budget year, if funds can be budgeted for the second promotion; and to lift the hiring freeze to hire a PC Support Specialist, seconded by Wilson. A roll call vote was requested at this time.

	<u>Yes</u>	<u>No</u>
Favors	√	
McCorkle	√	
Wilson	√	
Jopling		√
Newton		√

The motion passed with a three to two vote with Commissioner Jopling and Chairman Newton voting no.

3. Request for Finance Department Organization Changes

Chairman Newton asked Pam Workman, Finance Director, to address this matter.

Pam has made the recommendation to increase the allocation for the part-time clerk position in the Finance Department for an additional \$5,500.00. She stated that the part-time clerk position is needed for the following tasks:

- Accountability and labeling of capital assets within each department of the County. This would bring the county in compliance with current policy and auditing requirements.
- Reconciling 25 bank accounts, scanning and filing which relieves full time employees to concentrate on tedious and time sensitive duties.
- The current part-time clerk is a third year employee with the Finance Department. She is familiar with all aspects of how the department operates and works with minimum guidance to accomplish tasks.

Pam requested for funds within the budget for the Finance Department to be reallocated from the full time to the part time line item, in order to keep the part-time employee through the end of the year. She stated that the surplus is a result of the previous payroll clerk position being vacant for several months.

After a recommendation from Pam, a motion was made by McCorkle to approve the reallocation of \$5,500.00 from the full time to the part time line item, seconded Wilson and passed unanimously.

4. Consideration to Adopt 2008 CHIP Policy

Chairman Newton stated that the reason for revising the CHIP policies is due to the fact that one of the houses currently being rehabilitated needs to be reconstructed because of the amount of damage that was found during the rehabilitation. The new policies and procedures provide guidelines for rehabilitation and reconstruction.

A motion was made by Jopling to approve the revised CHIP policies and procedures, seconded by Wilson and passed unanimously.

5. Water/Sewer Commission Action Items

Augusta Road Water Plant and Wastewater Treatment Plan

The Water/Sewer Commission has made a recommendation to approve Carter & Sloope for engineering services at the Augusta Road Water Plant and Wastewater Treatment Plant, not to exceed \$90,000.

A motion was made by McCorkle to approve Carter & Sloope for engineering services at the Augusta Road Water Plant and Wastewater Treatment Plant not to exceed \$90,000 to be paid for from SPLOST V, seconded by Jopling and passed unanimously.

Watershed Assessment

The Water/Sewer Commission has made the recommendation to allow Nutter and Associates to write the watershed protection plan not to exceed \$6,000.

A motion was made by McCorkle to approve Nutter and Associates to write the watershed protection plan not to exceed \$6,000 to be paid for from the sewer operating account, seconded by Wilson and passed unanimously.

Board of Education Project at the Brickyard

The Water/Sewer Commission has made the recommendation to approve the bid from Eagle Utility Contracting in the amount of \$70,771.26 for the relocation of the waterline at the Thomson High School football Stadium. The portion to be paid by the City/County is \$23,633.26 to replace the asbestos water line from the National Guard Armory to the West Street culvert. The remaining \$47,138.00 will be paid by the Board of Education for the replacement of the waterline inside the Brickyard.

A motion was made by Jopling to approve the bid from Eagle Utility Contracting in the amount of \$70,771.26, the City/County portion being \$23,633.26 to be paid for from the City renewal and extension account, seconded by Wilson and passed unanimously.

Water/Sewer Rates

The Water/Sewer Commission has made the recommendation to begin the process of leveling the water and sewer rates throughout the county.

After discussion a motion was made by Jopling that the monthly sewer rates in McDuffie County be leveled at \$6.50 ready to serve fee and \$3.25 per thousand gallons usage for residential customers and \$10.00 ready to serve fee and \$3.25 per thousand gallons usage for commercial and industrial customers. To make this leveling possible he added to this motion that \$965,000.00 of sewer system debt be paid off using funding from McDuffie County accounts set aside for water and sewer purposes. Further, he moved that the Board of Commissioners and Water and Sewer Commission address rate leveling for water bills over a two year period to begin at the April 2012 Water/Sewer Commission meeting, should rate leveling be possible in a single step with an increase of less than \$3.50 per month to customers on the old system, then leveling will take place. If a larger increase is required a rate increase not to exceed \$3.50 will be applied to the old system and the resulting decrease in rates for the balance of the system will be applied to the new system in the first year. Any remaining increase/decrease will take place at the April 2013 Water/Sewer Commission meeting, at which time McDuffie County water rates will be leveled system wide. Motion seconded by McCorkle. A roll call vote was requested by Commissioner Jopling at this time.

	<u>Yes</u>	<u>No</u>
Favors		√
McCorkle	√	
Wilson		√
Jopling	√	
Newton	√	

The motion passed with a three to two vote with Commissioners Favors and Wilson voting no.

The \$965,000 sewer debt that is to be paid by the County will be paid from the following accounts: Renewals and Extensions, Water Operating Account and Special Account.

Commissioner Favors noted that the Special Account had been previously frozen pending an investigation.

Note: The above motion was the same motion made at the Water/Sewer Commission meeting.

6. Monthly Budget Report – March 2011

Chairman Newton asked Don Norton, County Manager, to address this matter.

Don reported that as of March 31, 2011, with 25% of the year lapsed, the County had collected \$1,982,831.84 or 16% of the projected YTD revenue for the General Fund. With 25% of the year lapsed, the YTD General Fund Expenditures were \$2,,875,037.96 or 24.1%, but this amount included the one time expenditure for pension across the board.

7. Monthly Financial Report – March 2011

Chairman Newton asked Pam Workman, Finance Director, to address this matter.

Pam Workman, reported on all bank accounts showing a grand total of \$12,979,360 as of March 31, 2011; Hotel/Motel revenue reflects a YTD \$39,595 or a total of 21.56% more than on the same date in 2010; Local Option Sales Tax Collections are YTD \$573,723 or a total of -12.72% decrease from the same date in 2010; SPLOST IV Revenue/Expenditures report a cumulative revenue total of \$17,818,007 with a balance of \$161,802 plus \$490,138.00 interest earnings; SPLOST V revenues reflect \$7,125,460 as of March 31, 2011; expenditures are \$2,528,588. Of the \$17,655,000.00 in Bond Construction Funds for the new Government Center Project, \$14,853,558.02 had been spent as of March 31, 2011.

EXECUTIVE SESSION

A motion to enter into an Executive Session was made by Wilson, seconded by McCorkle and passed unanimously.

Topic of Discussion:	Personnel
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A motion to resume the regular Commission Meeting was made by McCorkle, seconded by Jopling and passed unanimously.

No action was taken.

ADJOURNMENT

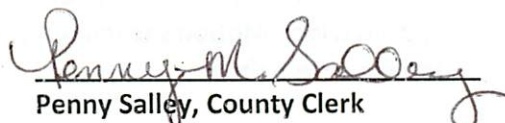
There being no further business to come before the Board at this time, a motion to adjourn was made by Jopling, seconded by Wilson and passed unanimously.

McDUFFIE COUNTY BOARD OF COMMISSIONERS



Charles G. Newton IV, Chairman

ATTEST:



Penny Salley, County Clerk

AFFIDAVIT
CLOSED MEETING - ENTIRE BOARD OF COMMISSIONERS
(copy must be filed with official minutes)

STATE OF GEORGIA
COUNTY OF McDUFFIE

Charles G. Newton, IV, Chairman, Commissioner Sammie Wilson, Commissioner
Fred Favors, Commissioner Bill Jopling, Commissioner
Paul McCorkle, being duly sworn, state under oath that the following is true and accurate to the best of their knowledge and belief:

1. The McDuffie County Board of Commissioners met in a duly advertised meeting on April 19, 2011:

2. During such meeting, the Board voted to go into closed session;

3. The Executive Session was called to order at 7:35 AM/PM;

4. The subject matter of the closed portion of the meeting was devoted to the following matters(s) within the exceptions provided in the open meetings law;

- Consultation with the county attorney or other legal counsel to discuss pending or potential litigation;
- Discussion of tax matters made confidential by state law as provided by O.C.G.A. S 50-14-2(2) (insert the citation to the legal authority making the tax matter confidential) _____
- Discussion of the future acquisition of real estate as provided by O.C.G.A. S 50-14-3(4);
- Discussion of deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided by O.C.G.A. S 50-14-3(6);
- Other (describe the exemption to the open meetings law): _____ as provided in (insert the citation to the legal authority exempting the topic) _____.

This 19th day of April, 2011.



McDUFFIE COUNTY BOARD OF COMMISSIONERS

[Signature] Chairman
[Signature] Vice Chairman
[Signature] Commissioner
[Signature] Commissioner
[Signature] Commissioner

Sworn to and subscribed before me this 19th day of April, 2011.

Pence M. Salley
Notary Public
My Commission Expires: