

**BOARD OF COUNTY COMMISSIONERS  
JASPER COUNTY, GEORGIA  
REGULAR MEETING AGENDA**

**May 7, 2018**

**6:00 p.m.**

**Commissioner's Meeting Room – Ground Floor Ste. 16  
MONTICELLO, GEORGIA**

**I. Call to Order (6:00 p.m.)**

NAME	PRESENT	ABSENT	LATE	ARRIVED
DISTRICT 1 – CARL PENNAMON, CHAIR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 2 – BRUCE HENRY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 3 – DON JERNIGAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 4 – CRAIG SALMON, VICE-CHAIR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 5 - DOUG LUKE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**II. Pledge of Allegiance –**

**III. Invocation – District 2**

**IV. Approval of Agenda**

**V. Consent Agenda –**

1. Approval of Minutes:
  - Regular Meeting Minutes, April 2, 2018
  - Budget Work Session Minutes, April 16, 2018
2. Check Register – Check #'s- 052690 - 53003

**VI. Public Hearing**

*Public Hearings are conducted to allow public comments on specific advertised issues such as rezoning, ordinances, policy development and other legislative actions to be considered by the County Commissioners. Following the public hearing, the Board of Commissioners will take action on each item presented below.*

~~**CANCELLED - A public hearing will be held on case number 2018-TA-001. Applicant Melanie Neal has applied for a text amendment to the Jasper County Code of Ordinances to add Tournament Lake to the use table. The property is located at 1988 Hwy 212W Monticello, Ga 31064. Tax Map 033, parcel 069-003. Current zoning is Agricultural (A).**~~

~~**CANCELLED - Vote Required on Agenda Item – Ordinance Text Amendment, New Business Item 4 – Case Number 2018-TA-001 before Public Hearing Case Number 2018-SU-001 can be held.**~~

~~**CANCELLED - A public hearing will be held on Case number 2018-SU-001. Applicant Melanie Neal has applied for a Special Use Permit for a Tournament Lake.**~~

**VII. County Commissioner Items**

**VIII. Presentations/Delegations – \*\*Proclamation – Older Americans Month\*\***

*Presentation/Delegations allows scheduled speakers to address the Commission for not more than ten (10) minutes on specific topics or for recognition of citizens, county employees or other events by the Commissioners.*

## **IX. Regular Agenda**

### **Old Business:**

1. 911 Radio Communication Update – Transcom Final Payment
2. 2012 SPLOST Public Works Equipment –Road Broom, Crack Sealer, Flat Bed Approval to Seek Bids
3. Senior Center CDBG Project Update and Approval to Bid
4. 2018 LMIG Project Selection Approval to Seek Bids
5. FY 2019 Budget Discussion

### **New Business:**

1. Jasper County Health Department Board Appointment – Wiley Jordan
2. Upper Ocmulgee River RC&D Council Appointment – Jasper County Extension Agent Charlie Todd
3. Georgia State Defense Force Request for Use of County Facilities
4. ~~Ordinance Text Amendment – Special Use Permit Table – Tournament Lake~~ - Cancelled
5. ~~Special Use Permit Application – Tournament Lake – 1988 Hwy 212 W. Monticello~~ - Cancelled
6. Tax Assessor - Freeport Exemption Resolution
7. Tax Assessor 2018 Digest Overview
8. Courthouse Security
9. Fire Rescue Budget Amendment – Funded by Georgia Trauma Commission Grants
10. Fire Rescue Budget Amendment – Funded by FM Global Grant
11. Peachtree Recovery Services, Inc. - Property Damage Claims Recovery Service
12. Jasper County Tornado Siren Warning Policy and Maintenance Plan
13. Provide Finance Director with Online Banking Approval

## **X. County Attorney Items**

## **XI. County Manager Update**

1. Roads and Bridges
2. Legislative
3. Planning

## **XII. Citizen Comments**

*The Citizens Comments section of the Agenda allows citizens who sign up to address the Commission for not more than three (3) minutes on specific topics. The County Attorney will keep time. Please be courteous of the 3 minute time limit.*

## **XIII. Executive Session**

Consultation with County attorney to discuss pending or potential litigation as provided by O.C.G.A. §50-14-2(1); Discussion of the future acquisition of real estate as provided by O.C.G.A. §50-14-3(4); and, Discussion on employment, compensation, or periodic evaluation of county employees as provided in O.C.G.A. § 50-14-3(6)

## **XIV. Adjournment**

## **Consent Agenda – Item 1**

### **Agenda Request – Jasper County BOC**

Department: Board of Commissioners

Date: May 7, 2018

Subject: Approval of Minutes

Summary:

Minutes have been completed for the Jasper County Board of Commissioners:

- Regular Meeting Minutes, April 2, 2018
- Budget Work Session Minutes, April 16, 2018

Background:

Cost: \$0

### **Recommended Motion:**

**Approve minutes for:**

- Regular Meeting Minutes, April 2, 2018
- Budget Work Session Minutes, April 16, 2018

**Consent Agenda – Item 2**

**Agenda Request – Jasper County BOC**

**Department:** Board of Commissioners

**Date:** May 7, 2018

**Subject:** Approval of Check Register

**Summary:**

A check register will be generated by the finance department on meeting day for signature and approval to process the checks.

**Background:**

Cost: \$0

**Recommended Motion:**

**Approve processing of check #'s 052690 - 053003**

**Old Business – Item 1:**

**Agenda Request – Jasper County BOC**

**Department:** 911 Authority

**Date:** May 7, 2018

**Subject:** 911 Radio Communication Update – Transcom Final Payment

**Summary:**

Phase 1 - Completed on 12/18/2017

- Reduce interference caused by equipment at the 911 Center
- Install Combiner and Multi coupler which contains the Crystal
- Remove wiring from radio consoles and rewire to base radios in server room
- Remove all antennas from top of the building and radio tower
- Replace with two new antennas and new coax cable
- Repair and correct ground wiring in the sever room
- March 14, replaced Cisco VPN Router at the Waxwing Site
- March 30<sup>th</sup>, replaced the APC UPS Battery Backup & Pigtail at the Hillsboro Site

**Background:**

Transcom engineer Chris Strength worked with Kenwood Corporation to identify our current radio coverage and presented a three phase proposal to the 911 Authority Board based on his recommendation to fix/improve many of the interference issues of communication between dispatchers, officers, and emergency personnel.

**Cost:**

\$35,228.99                      Partial Cost: \$17,614.49

County Manager recommended the following funding sources.

911 Authority Fund Balance	\$10,000
Impact Fees Sheriff Department	\$14,074.48
Impact Fees Fire Rescue	\$5868.91
Impact Fees 911 Authority	<u>\$5285.60</u>
Total Funds Used	\$35,228.99

The first payment of \$17,614.49 was prorated to the listed funding sources.  
The second and final payment will be prorated to the listed funding sources.

**Recommended Motion:**

The Jasper County Joint 911 Authority Board is requesting that the Board of Commissioners approve the final payment of the Transcom Phase 1 bill(s) in the amount of \$17,614.49

**Old Business – Item 2:**

**Agenda Request – Jasper County BOC**

**Department:** Public Works

**Date:** May 7, 2018

**Subject:** 2012 SPLOST Public Works Equipment –Road Broom, Cracker Sealer, Flat Bed  
Approval to Seek Bids

**Summary:**

Staff desires to prepare and send out bids for the following equipment:

Road Construction Broom  
Crack Sealer  
Flat Bed

**Background:**

Jasper County needs to procure a road construction broom to work with the chip sealing equipment the County owns. This is more cost efficient than renting a broom.

Jasper County needs to procure a crack sealer and flatbed truck for the preservation of paved roads.

**Cost:**

To Be Determined

Funded by the 2012 SPLOST Fund

Current 2012 SPLOST Public Works Available Balance - \$ 591,166

**Recommended Motion:**

Approval for Staff to prepare and send out bids for a road construction broom, crack sealer and a flatbed truck to be funded by the 2012 SPLOST Fund.

**Old Business – Item 3:**

**Agenda Request – Jasper County BOC**

**Department:** Senior Center

**Date:** May 7, 2018

**Subject:** Senior Center CDBG Project Update and Approval to Bid

**Summary:**

Michael Turner with the architectural firm of JMA Architecture, Inc. will provide an update on the Senior Center CDBG Project.

Update will include:  
Final Construction Plans  
Bid Documents  
Budget Overview

**Background:**

Jasper County applied for and received a CDBG grant to renovate and add an addition to the Senior Center.

**Cost:**

CDBG -	\$750,000
County match -	\$22,500

**Recommended Motion:**

Approve final construction plans and bid documents to be sent out to contractors for the CDBG Senior Center Project.

**Old Business – Item 4:**

**Agenda Request – Jasper County BOC**

**Department:** Roads and Bridges

**Date:** May 7, 2018

**Subject:** 2018 LMIG Project Selection Approval to Seek Bids

**Summary:**

Staff needs final projects list for bid preparation for 2018 LMIG Program Funds.

Staff was asked to analyze spot milling, patching and asphalt overlay compared to full depth reclamation for 2.52 miles road section of Post Rd beginning north of Bowden Rd and proceeding north for approximately 2.52 miles to Smith Brock Rd.

**Results:**

Spot milling, patching and asphalt overlay on 2.52 miles for existing 20 ft. road width - \$766,743

Full Depth Reclamation for 2.52 miles widened to 22 ft. - \$713,428

Best option for this section of Post Rd would be full depth reclamation.

**Background:**

December 4, 2017 BOC Board meeting approved 2018 GDOT LMIG Application Submittal for Full Depth Reclamation of 2.52 miles of Post Rd beginning north of Bowden Rd and proceeding north for approximately 2.52 miles to Smith Brock Rd.

**Cost:**

Estimate:

GDOT 2018 LMIG to Jasper County -	\$546,259.70
County Required 30% Match -	<u>\$163,877.91</u>
Total	<u>\$710,137.61</u>

County match will be funded by the 2012 SPLOST Fund  
Current 2012 SPLOST Roads and Bridges Available Balance - \$471,430

**Recommended Motion:**

Board Decision



**Old Business – Item 5:**

**Agenda Request – Jasper County BOC**

**Department:** Board of Commissioners

**Date:** May 7, 2018

**Subject:** FY 2019 Budget Discussion

**Summary:**

Refer to FY 2019 Budget Workbook

**Background:**

**Cost:**

**Recommended Motion:**

**New Business – Item 1:**

**Agenda Request – Jasper County BOC**

**Department:** Jasper County Health Department

**Date:** May 7, 2018

**Subject:** Jasper County Health Department Board Appointment – Wiley Jordan

**Summary:**

Dr. Wiley Jordan's term expired on 12-31-2017.

Christa McMillan confirmed with Dr. Jordan that he has agreed to continue serving on the board.

The new term is 1-1-2018 thru 12-31-2023.

**Background:**

The Jasper County Health Department Board is comprised of 7 members.

**Cost:**

No Cost

**Recommended Motion:**

Approve Dr. Wiley Jordan be appointed to continue serving as a Director on the Jasper County Health Department Board, term to run from 1-1-2018 thru 12-31-2023.

**New Business – Item 2:**

**Agenda Request – Jasper County BOC**

**Department:** Board of Commissioners

**Date:** May 7, 2018

**Subject:** Upper Ocmulgee River RC&D Council Appointment – Jasper County Extension  
Agent Charlie Todd

**Summary:**

The Board needs to appoint someone to the Upper Ocmulgee River Board to replace past County Extension Agent, Trey Gafnea.

Recommendation is to appoint Mr. Charlie Todd, our newly hired County Extension Agent. Mr. Todd has agreed to serve on this Board.

Mr. Todd is unable to attend tonight. He is attending training in Griffin, GA.

**Background:**

Jasper County BOC is responsible for appointing two members to the Upper Ocmulgee River RC&D Council.

**Cost:**

None

**Recommended Motion:**

Appoint Charlie Todd to the Upper Ocmulgee River RC&D Council Board

**New Business – Item 3:**

**Agenda Request – Jasper County BOC**

**Department:** Board of Commissioners

**Date:** May 7, 2018

**Subject:** Georgia State Defense Force Request for Use of County Facilities

**Summary:**

The Georgia State Defense Force is requesting the use of the following two Jasper County facilities with stated use, dates and times.

Fire Station #1 Training Classroom – will be used for classroom training for disaster chain saw debris clearing. Saturday, May 19, 2018 from 0700 to 1200.

Landfill Borrow Pit – will be used for field training for disaster chain saw debris clearing. Saturday, May 19, 2018 from 1300 to 1700 and Sunday, May 20 from 0800 to 1700.

Instructors are volunteer, no pay involved.

Each participant and instructor will be required to sign a release of reliability letter for the course.

**Background:**

Georgia State Defense Force assists state and local governments and civilian organizations to assure the welfare and safety of the citizens of Georgia as well as providing support as required to other agencies of the Georgia Department of Defense.

**Cost:**

No cost

**Recommended Motion:**

**New Business – Item 6:**

**Agenda Request – Jasper County BOC**

**Department:** Tax Assessor

**Date:** May 7, 2018

**Subject:** Tax Assessor - Freeport Exemption Resolution

**Summary:**

Freeport is an exemption allowed on manufactured goods produced in Jasper County.

**Background:**

The exemption was approved by Jasper County voters in 1992.

**Cost:**

**Recommended Motion:**

**New Business – Item 7:**

**Agenda Request – Jasper County BOC**

**Department:** Tax Assessor

**Date:** May 7, 2018

**Subject:** Tax Assessor 2018 Digest Overview

**Summary:**

The Jasper County Tax Assessor's Office will provide information on the 2018 Digest changes.

**Background:**

**Cost:**

No Cost

**Recommended Motion:**

No Recommendation Needed.

**New Business – Item 8:**

**Agenda Request – Jasper County BOC**

**Department:** Courthouse Security

**Date:** May 7, 2018

**Subject:** Courthouse Security Discussion

**Summary:**

The Jasper County Sheriff's Office will provide an update on security of the Jasper County Courthouse located at 126 W. Greene St. Monticello, GA 31064.

**Background:**

The Jasper County Courthouse located at 126 W. Greene St. Monticello, GA 31064 houses Superior Court, Probate Court, Magistrate Court, Juvenile Court and other Courts, Constitutional Officers and Staff as well as other Governmental Offices and Staff.

**Cost:**

To Be Determined

**Recommended Motion:**

Board Decision

**New Business – Item 9:**

**Agenda Request – Jasper County BOC**

**Department:** Fire Rescue

**Date:** May 7, 2018

**Subject:** Fire Rescue Budget Amendment – Funded by Georgia Trauma Commission Grants

**Summary:** Jasper County Fire Rescue has applied for the Georgia Trauma Commission Related Equipment Grant Program and has been awarded. A second grant has also been opened for this fiscal year which both are noncompetitive.

**Background:**

Jasper County Fire Rescue applied for grant in February 2018 from the Georgia Trauma Commission which provides monies for approved EMS trauma related equipment with the amount of monies based off number of ambulances a service operates. On April 23, 2018, Jasper County Fire Rescue received an email with Georgia Trauma Commission re-authorizing monies for second round of grant money to purchase EMS trauma related equipment. EMS equipment needs to be purchased by June 30, 2018. Equipment list is submitted with the grant application.

Round 1 Total - \$ 3223.15

Round 2 Total - \$1477.58

**Cost:**

**Round 1**

3- Ferno Scoop Stretcher @ \$917.65 each

3- SureTemp Plus 690 Thermometers @ 249.53 each

Round 1 Total – 3501.54

**Round 2**

3- Child Restraint System @ \$698.75 each

Round 2 Total - \$2096.25

Jasper County Fire Rescue has the remaining monies in operational supplies to cover the difference of \$897.06.

**Recommended Motion:**

Approve increase in the Fire Rescue Budget Capital Outlay for \$4700.73 to purchase equipment listed above, from monies received and to be received from the Georgia Trauma Commission in the amount of \$4700.73



**New Business – Item 10:**

**Agenda Request – Jasper County BOC**

**Department:** Fire Rescue

**Date:** May 7, 2018

**Subject:** Fire Rescue Budget Amendment – Funded by FM Global Grant

**Summary:**

Jasper County Fire Rescue received a grant from Factory Insurance Company, commonly known as FM Global, in the amount of \$2513.00.

Approve an increase in the Fire Rescue Capital Outlay Budget in the amount of \$2513. Budget increase to be used to procure listed items.

**Background:**

Jasper County Fire Rescue applied for grant from FM Global which provides grants in the areas of arson prevention, fire investigations and prefire planning. This grant was awarded on the basis that the equipment requested will support the mission property protection. The items that were requested will further support fire and arson investigations and prefire planning which is essential for firefighting operations and firefighter safety.

**Cost:**

- |   |          |
|---|----------|
| 1. Nikon D3400 Camera with accessories (Best Buy) | \$829.95 |
| 2. Apple I Pad Pro (Best Buy)                     | \$649.00 |
| 3. Combustible Gas Detector (Sirchie)             | \$406.85 |
| 4. Firescene Pro Software (Firesecene)            | \$508.00 |
| 5. Case and Keyboard for I Pad (Best Buy)         | \$113.99 |

**Total: \$ 2507.79**

There is no matching funds need and the grant pays 100 percent.

**Cost:**

No Cost to Jasper County BOC

**Recommended Motion:**

Approve increasing Fire Rescue Budget Capital Outlay for \$2513.00 funded from the FM Global Grant received in the amount of \$2513.

**New Business – Item 11:**

**Agenda Request – Jasper County BOC**

**Department:** Board of Commissioners

**Date:** May 7, 2018

**Subject:** Peachtree Recovery Services, Inc. - Property Damage Claims Recovery Service

**Summary:**

Peachtree Recovery Services, Inc. is a service company that identifies potential County property claims through reviews of online accident reporting data, files for insurance, retains a fee for monies collected, then remits the proceeds to the County.

**Background:**

Find Documents Included:

Statement of Work

Sample Service Contract

Sole Source Service Justification

Client References

**Cost:**

Peachtree Recovery Services retains a fee for monies collected.

**Recommended Motion:**

Board Discussion

## **New Business – Item 12:**

### **Agenda Request – Jasper County BOC**

**Department:** Emergency Management Administration

**Date:** May 7, 2018

**Subject:** Jasper County Tornado Siren Warning Policy and Maintenance Plan

### **Summary:**

Warning Policy and Maintenance for the Tornado Sirens in Jasper County. Conduct a live test page on each weather siren on the 1<sup>st</sup> and 15<sup>th</sup> of every month at 8:00 am, weather and time permitting. Have sirens maintenance 2 times per year per siren in an annual contract with Loudon Communications, Inc. (Quote is attached)

### **Background:**

The dispatchers have normally performed a live test on Wednesday at 12 noon every week, time and weather permitting.

Due to console equipment issues, the weekly testing routine was interrupted. After the console equipment issues were resolved, weekly testing was not reinstated on a consistent basis.

Consistent and improved confirmation testing is needed to ensure equipment maintains a proper working condition.

### **Cost:**

Annual Contract - \$1,740.00 – plus any repair parts

Current EMA Available Maintenance Budget - \$600

Funding would require additional EMA Maintenance Budget in the amount of \$1140.

### **Recommended Motion:**

Jasper County EMA recommends the Board of Commissioners change the live testing of all sirens to the 1<sup>st</sup> and 15<sup>th</sup> of every month at 8:00 am, time and weather permitting. EMA also recommends to have Loudoun Communications, Inc. via contract to service and maintain the sirens.

**New Business – Item 13:**

**Agenda Request – Jasper County BOC**

**Department:** Finance

**Date:** May 7, 2018

**Subject:** Provide Finance Director with Online Banking Approval

**Summary:**

Dennis Pate has been hired as Jasper County's Finance Director.

Jasper County Finance Director Dennis Pate needs online banking credentials to allow the following:

View Accounts  
Transfers within County Accounts  
Limited Wire Transfer to County Payroll Funding Only  
Stop Payment Authority  
Positive Pay Authority

**Background:**

The Board of Commissioners are the only authorized persons with signature authority.

Providing Jasper County Finance Director with limited online banking access maintains that policy.

**Cost:**

No Cost

**Recommended Motion:**

Approve Jasper County Finance Director Dennis Pate to have online banking credentials with Bank of Monticello and Hamilton State Bank with limited access as described.