**Jasper County Board of Commissioners**

**October 5, 2020**

**Regular Meeting Minutes**

**6:00 P.M.**

Chairman Henry called the meeting to order at 6:00 p.m.

Commissioners Present: Bruce Henry Chairman, Gerald Stunkel, Vice-Chairman, Don Jernigan, Doug Luke.

Staff Present: Mike Benton, County Manager, Sharon Robinson, Administrative Services Director, and David Ozburn, County Attorney.

**Pledge of Allegiance:**

**Invocation:** District 5- Commissioner Doug Luke

**Agenda Approval:**

Chairman Henry stated that we have a change to the agenda with the addition of items for the Tax Assessor. He suggested that we make these item 3.

Commissioner Stunkel motioned to approve the agenda with an addition of adding the Tax Assessors Mapping and Aerial Photo Contracts as number 3 Business item. Commissioner Jernigan seconded the motion, passed unanimously.

**Consent Agenda:**

**Approval of Minutes:** Commissioner Jernigan motioned to approve the minutes for the September 14, 2020 Regular Meeting. Commissioner Luke seconded the motion, passed unanimously.

**Check Register:** Commissioner Luke motioned to approve the check register check numbers 59469-59664. Commissioner Stunkel seconded the motion, passed unanimously.

**Public Hearing**: None

**Commissioner’s Items:**

**Commissioner Luke**- Commissioner Luke thanked the County Manager for working with Newton County on the IGA and getting the eight year project completed. He stated that we need to get an AT&T representative here to discuss countywide internet service for the next Agenda. He stated that he has been told that if you disconnect you cannot reconnect with AT&T and there are no other choices.

**Commissioner Stunkel-** **None**

**Commissioner Jernigan**- Commissioner Jernigan gave an update regarding the Jasper County Census Response. He stated that we are now at 61.4% self-response rate. He stated that it is estimated that for every person that is not counted we lose $2,300 per person a year for 10 years. He also mentioned that the deadline has been extended.

**Chairman Henry-** Chairman Henry reminded everyone that the election was coming up. He made note that Early Voting starts October 13th.

**Presentations/Delegations**- ***County Extension Agent- Agriculture & Natural Resources- John Scruggs****-*

Mr. Scruggs stood before the board to introduce himself as the new Ag Agent. He thanked everyone for selecting him as the agent. He stated that he is a 1993 graduate of Jasper County High School. He attended UGA and Georgia State. He has been a teacher here in the county. He stated that his plan is to develop programs that best meets the needs of the community.

Regular Agenda:

**Item 1: Jasper County Recreation Association Board Bylaws Amendment**:

Commissioner Jernigan stated that the board of Commissioners do not need to get involved in things that go on with the Recreation Board. He stated that the Recreation board should create a Recreation Board of Appeals with three members. He recommended a $50 bond for anything that is brought before the board. If the person who files the appeal is found to be right they will get their money back. If the board finds favor with the other side the person filing the grievance will forfeit their $50. All decisions by the Appeal board would be final.

Commissioner Luke asked what would the fee cover.

 Commissioner Jernigan stated that the fee would be to deter frivolous protest.

Commissioner Stunkel motioned to not accept bylaw changes as presented and recommend the Recreation Board work with County Manager to come up with bylaws change. Commissioner Jernigan seconded the motion, passed unanimously.

**Item 2: Minor Subdivision Plat – Key-Bridges Holdings, LLC – Approval Request:**

Shane Sealy stood before the board and presented the request. There are four homes on one parcel of land and Key-Bridges Holdings are wanting to divide the property into five lots. There is a total of 6.57 acres in this parcel. Lots would range from 0.7 acre to 1.56 acre lots. Key-Bridges Holdings own the land and the people that live in the homes own the homes. There was a public hearing on this on September 14, 2020. This request was presented to the Planning and Zoning board on August 20, 2020 and they recommended approval 4-0.

Commissioner Jernigan motioned to approve the request as presented. Commissioner Stunkel seconded the motion; passed unanimously.

**Item 3: 2021 CDBG Project-**

The Department of Community Affairs 2021 CDBG application due date is set for Monday, April 5, 2021. Specific project needs to be approved by the BOC. Grant writer and grant administrator needs to be secured for the development of the project. Chairman Henry stated that almost everything that was suggested was turned down. The Food Bank was the only thing accepted as an idea. He stated that if this is what we want to do we have to find a grant writer to work with the Food Bank to get the ball rolling.

Commissioner Luke asked for the reasoning behind the ideas that were turned down.

Mike Benton stated that we were told that the Recreation, Amphitheatre and Housing Project would not CDBG projects. He stated that the CDBG staff is not allowed to travel at this time.

Commissioner Jernigan stated that the Food Bank does need help and proper facilities.

Commissioner Luke motioned to authorize Chairman to send letter to NEGRC asking for help in developing a grant for a Food Bank Project in Jasper County. Commissioner Stunkel seconded the motion; passed unanimously.

**Item 4: Health Department Project Bid Award - 2019 CDBG Funding:**

Mr. Benton stated that we have 2019 Grant which Carter Watkins has put out a bid for the renovations portion of the grant. We received nine bids for the project. The lowest bidder was Dyer Construction out of Milledgeville. The Department of Community Affairs has provided a “Clearance Letter” for Dyer Construction. The Department of Public Health – Macon District applied for and was awarded a USDA WIC Infrastructure Grant. They plan to provide $19,867.00 to the County for assist in the Health Department Renovations project.

2019 CDBG Grant Allocated to Renovations $252,500

2020 USDA WIC Grant Assistance` $19,867

Total $272,367

Commissioner Jernigan motioned to award the 2019 CDBG Project – Jasper County Health Department Building Renovations, to the low bidder, Dyer Construction, Inc., in the amount of $272,367.00. Commissioner Stunkel seconded the motion; passed unanimously.

**Item 5: Senior Center FY 2020 Budget Amendment - NEGRC AAA:**

Finance Director, Dennis Pate stated that each year NEGRC gives a budget and then throughout the year they add money to the budget. This year the senior center had a total of $21,944.59 added. After all expenses are met $15,402.71 will go back into the general fund.

Commissioner Luke motioned to approve the senior center FY20 budget amendment #10-05-2020-1 of $21,944.59 for Program Fees and Building Maintenance. Commissioner Stunkel seconded the motion; passed unanimously.

**Item 6: Jasper County FY 2021 CARES Act Contract – Senior Center:**

Tracy Norton, Senior Center Director stood before the board to present. She stated that this is the second round of payments due to the pandemic. She stated that these funds are so that they can better serve the seniors. There is not match for these funds. Any funds that are not used has to be returned. There is no penalty if we do not use the full amount.

Commissioner Luke motioned to authorize Chairman to sign the CARES Act Contract for FY2021. Commissioner Stunkel seconded the motion; passed unanimously.

**Item 7: Fire Rescue FY 2020 Budget Amendment – Georgia Trauma Commission Grant Round 1:** Dennis Pate stated that Chief Finch applies for grants each year that provides monies for approved EMS trauma related equipment. Jasper County Fire Rescue applied for the FY 2020 EMS Trauma Related Equipment Grant from the Georgia Trauma Commission and were awarded an amount of $2,178.46. The second round of funding is the amount of $2,589.81. We have received both checks and would like approval of budget amendments to show these additions.

Commissioner Stunkel motioned to approve the FY 2020 Fire Rescue Budget Amendment #10-05-2020-2 in the amount of $2,178.46, whereby the Fire Rescue Capital Operating Supplies Budget GL Expenditure # 100-300-03550-00053-531740 is increased by $2,178.46, whereby the State Government Grant Budget GL Revenue # 100-300-03550-00038-334000 is increased by $2178.46. Commissioner Jernigan seconded the motion; passed unanimously.

**Item 8: Fire Rescue FY 2020 Budget Amendment – Georgia Trauma Commission Grant - Round 2:**

CommissionerStunkel motioned to approve a FY2020 Fire Rescue Budget Amendment#10-05-2020-3 in the amount of $2,589.81, whereby the Fire Rescue Capital Operating Supplies Budget GL Expenditure # 100-300-03550-00053-531740 is increased by $2,589.81, whereby the State Government Grant Budget GL Revenue # 100-300-03550-00038-334000 is increased by $2,589.91. Commissioner Jernigan seconded the motion; passed unanimously.

**Item 9: Extension FY 2021 Budget Amendment – UGA Funding Change**: Mr. Pate stated that the

University of Georgia Extension is increasing their funding of the Agricultural and Natural Resources Extension Agent position in Jasper County in the amount of $37,878.00 against the contracted services line. Mr. Benton stated that UGA is picking up funding a large portion the Ag Agent position where they thought they would not be able to. Commissioner Stunkel motioned to approve Budget Amendment #10-05-2020-4 decreasing the contracted services line item of the FY2021 County Extension Service budget by $37,878.00. Commissioner Luke seconded the motion; passed unanimously.

**Item 10: Constitutional Officers FY 2021 Budget Amendment – 2019 Legislation:** Commissioner Stunkel motioned to table until Executive Session. Commissioner Jernigan seconded the motion; passed unanimously.

**Item 11: Board of Commissioners FY 2021 Budget Amendment – Computer Servers:** Mr. Pate stated that staff is seeking approval to replace the current servers. These servers service the Board of Commissioners Office, HR, Finance, & Planning & Zoning offices. We are asking to replace three with one device. They are 6-12 years old. We are currently limited in being able to make the needed upgrades. The vendor ASAP Computers works with other departments.

CommissionerStunkel motioned to approve Budget Amendment #10-05-2020-6; appropriation of $7,653.52 to the Board of Commissioners FY2021 capital outlay computers budget with funding to come from general fund balance. Commissioner Luke seconded the motion; passed unanimously.

**Item 12: Government Buildings FY 2021 Budget Amendment - Internet Infrastructure:**

Mr. Benton stated that we are looking to improve our internet bandwidth within the courthouse. Fiber is in our courthouse serving the Tax Commissioners Office. The Election Superintendent is having to take a long time to download software for polling. He stated that cost of the firewall, infrastructure, and switches. He stated that there will be further cost down the line. He stated that he thinks that 150 Mpbs is a good speed. Once we are sure that 150 is enough speed we will move our phones over to Voice over IP (VOIP)

New Capital Equipment Required

Infrastructure Equipment Cost $10,527.72

Annual Software Cost $1804.41

Total $12,332.13

Annual Operating Internet and Telephone Cost

Current Annual Internet Cost $4600

Current Annual Landline Telephone Cost $18,100

Annual Total $22,700

Proposed Annual Fiber Based Internet Service Cost $11,565

Proposed Annual Software Cost $1805

Proposed Annual Voice over IP Telephone Cost $9360

Proposed Annual Total $22,730

There will be a few months of additional cost. He stated that staff is also asking to board to authorize the Chairman to sign a 36 month agreement with AT&T.

Commissioner Luke questioned whether we could increase if needed. Mr. Benton stated that we can likely increase but not decrease.

Commissioner Luke asked how quick we could get the updates done. Mr. Benton stated that we can have the equipment within a week but he is not sure how quick AT&T can get here to get the ball rolling.

Commissioner Luke motioned to approve Budget Amendment #10-05-2020-7, an increase of $12,333.00 to the Government Buildings FY2021 capital outlay budget line with funding to come from general fund balance; and authorize the Chairman to sign the AT&T 36 month proposal for AT&T Dedicated Fiber Internet with a bandwidth of 150Mbps for $963.70 per month. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 13: Bank Financing - Formal Resolution - Gradall Lease Purchase:** Mr. Benton stated that the new Gradall has been placed in service. He stated that this is only a formal resolution approval that Bancorp South is requesting in their language. All of the terms are still the same.

Commissioner Stunkel motioned to authorize the Chairman to sign the Bancorp South resolution authorizing and approving execution of an equipment lease purchase agreement for the purpose of lease purchasing a 2020 Gradall. Commissioner Jernigan seconded the motion, passed unanimously.

**Item 14: Newton County IGA – Pitts Chapel Rd Paving:**

Mr. Benton stated that the IGA agreement states that Jasper County will reimburse Newton County for materials. The estimate is $15,000 but the payment will be based on receipts. Newton County’s attorney drafted the IGA.

CommissionerLuke motioned to approve Chairman to sign the Intergovernmental Agreement with Newton County Board of Commissioners regarding improvements to Pitts Chapel Road with an estimated cost of $15,000.00. Commissioner Jernigan seconded the motion, passed unanimously.

**Item 15: Public Facilities Authority Board Appointment – Commissioner Appointment:**

Chairman Henry stated that we need to go ahead and nominate and appoint a Commissioner to the board for the Public Facilities Authority.

Commissioner Jernigan, nominated Gerald Stunkel to serve on the Jasper County Public Facilities Authority for a one-year term. Commissioner Luke seconded the motion. Commissioners Jernigan, Henry, and Luke voted yes. Commissioner Stunkel abstained; motion passed.

**Item 16: Four County Development Authority Board Appointment:**

Chairman Henry stated that the board will need to replace Commissioner Pennamon on the Four County Development Authority Board.

Commissioner Jernigan motioned to appoint Commissioner Stunkel as the BOC Representative to the Four County Joint Development Authority of Jasper, Morgan, Newton and Walton Counties to the open seat with a term that expires on December 31, 2023. Commissioner Luke seconded the motion. Commissioners Jernigan, Henry, Luke voted yes. Commissioner Stunkel abstained; motion passed.

**Item 17: FY 2020 4th Quarter Financial Report**:

Dennis Pate presented the fourth quarter Financial Report.

 FY 2020 FY 2020

 GENERAL FUND- Budget Actual

 TOTAL GENERAL FUND REVENUE $11,449,695 $ 12,468,667 108.9% (collected) -8.9% (remaining)

TOTAL GENERAL FUND EXPENDITURES $12,217,635 $11,752,651 96.2% (expended) 3.8% (unencumbered)

He noted that we had an increase in vehicle and mobile homes tax, local option sales tax, tangible taxes were up, and EMS collections were up. He also noted that 589,000 was attributed to the CARES Grant for our Public Safety. He stated that for the most part most departments were close to budget.

Item 18: Schedule Work Sessions:

Chairman Henry stated that we have a few things coming up that it will be great if the board can get together to discuss. Some of the items include LMIG, CIE, and PFA. Mr. Benton stated that LMIG is due in January and if the deadline is missed you don’t get the money. The CIE is due now.

Commissioners agreed to hold Work Sessions on, Tuesday, October 13th, Monday, October 19th, and Monday, October 26th.

**County Attorney Items:**

Atty. Ozburn noted that he will needan Executive Session

**County Manager Items**:

Mr. Benton stated that Steelco has filed their notice of intent with EPD to begin work on the Public Works shop and the metal has been ordered. We have an opening for Public Works Director. Filming is going on. Mandi Tanner stood to tell about the filming that is happening in the large courtroom. He stated that the Grand Jury will convene for the first time since COVID.

**Citizens Comments:**

Commissioner Stunkel read the comments from Facebook which were about the bad sound quality.

**Executive Session:**

Commissioner Jernigan motioned to go into Executive Session to discuss employment compensation at 7:35 p.m. Commissioner Luke seconded the motion, passed unanimously.

Commissioner Jernigan motioned to come out of Executive Session. Commissioner Luke seconded the motion, passed unanimously.

Adjourn:

Commissioner Jernigan motioned to adjourn the meeting at 8:19 p.m. Commissioner Luke seconded the motion, passed unanimously.

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Bruce Henry, Chairman

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Sharon Robinson, Clerk