

Jasper County Board of Commissioners

November 6, 2017

Regular Meeting Minutes

6:00 P.M.

Comm. Pennamon called the meeting to order at 6:00 p.m.

Commissioners Present: Chairman, Carl Pennamon, Vice-Chairman, Bruce Henry, Don Jernigan, and Craig Salmon. Doug Luke arrived at 6:12 p.m.

Staff Present: Mike Benton, County Manager, Clerk, Sharon Robinson, Finance Director, Rhonda Blissit, and County Attorney, David Ozburn.

Pledge of Allegiance:

Invocation:

District 1, Carl Pennamon

Agenda Approval:

Comm. Jernigan made motion to approve the agenda as presented, Comm. Henry seconded; passed unanimously.

Consent Agenda:

Minutes:

Comm. Salmon made motion to approve the Minutes of Regular Meeting of October 2, 2017 and Called Meeting of October 23, 2017; Comm. Henry seconded; passed unanimously.

Check Register:

Comm. Salmon made motion to approve the check register which included check #'s 050984 - 051306, Comm. Jernigan seconded; passed unanimously.

Public Hearing:

Comm. Salmon made motion to open the Public Hearing regarding the request for installation of Speed Bumps to be placed on Lakeshore Drive located off of State Route 212 at 6:03 p.m.; Comm. Jernigan seconded; passed unanimously.

Ms. Cathy Benson presented her request for installation of speed bumps on Lakeshore Drive. 79 homes, 4 homes cornered on Lakeshore, for total of 83 homes. 85% have voted yes for speed bumps, 10 no's,

No one spoke against.

Comm. Salmon made motion to close the Public Hearing at 6:08 p.m., Comm. Henry seconded; passed unanimously.

Comm. Jernigan made motion to open the Public Hearing for the Department of Community Affairs (DCA) Capital Improvements Element (CIE) of the Development Impact Fee Compliance Requirement and the Short-Term Work Program Component of the County Comprehensive Plan for FY2017 at 6:11 p.m., Comm. Henry seconded; passed unanimously.

Charles Forsythe noted he does not feel the numbers have validity.

Comm. Salmon made motion to close the Public Hearing at 6:14 p.m., Comm. Henry seconded; passed unanimously.

Commissioner's Items:

Jernigan: Requested update on Insurance for storm damages and clean-up on roads.

Mr. Benton noted we have not received final on the damage to the courthouse.

Henry: He is glad to see people at the meeting, invited them to come all the time.

Salmon: Recreation dept. sign, like to see it put up quickly. Trees and limbs on Palalto; future acquisition of property off Liberty Church will get with County Manager later on the property and other issues.

Luke: None

Pennamon: He has been contacted in regards to we need to appoint someone to the regional mental health board, he would like staff to advertise for volunteers to serve.

Presentations/Delegations:

Proclamation – Celebrating the Heritage:

Ms. Robinson read the Proclamation declaring the day of December 2, 2017 as Celebrating the Heritage: The Jasper County Training School Educator Legacy Day.

Comm. Jernigan made motion to approve the proclamation for signature, Salmon seconded; passed unanimously.

Proclamation – St. James AME Church celebrating 150 years:

Ms. Robinson read the Proclamation into the minutes commending St. James AME Church for its 150 years of service to Jasper County community.

Comm. Luke made motion to approve the proclamation for signature, Henry seconded; passed unanimously.

Regular Agenda:

Old Business:

Request to purchase ADA Compliant Van with Wheelchair Lift – Senior Center:

Tracy Norton noted the center has never been able to serve Senior Citizens in wheelchairs or on walkers; they are requesting a replacement van. The one they use now has 195K miles.

Comm. Pennamon reminded the board that they had asked staff to look at financing options.

Mr. Benton noted at one time we were talking about using unused contingency balance from FY2017; the unused contingency is \$170,787 as we didn't use much contingency last year.

Comm. Jernigan questioned what Ms. Norton plans to do with the other vans.

Ms. Norton noted the plan was to get wheelchair accessible and apply for 5311 grant funds next year; hopefully the van with 165K miles will hold up.

Mr. Benton noted we can use our current contingency of \$150,000 or out of fund balance.

Comm. Henry made motion to approve \$52,784.92 out of contingency for a Star Trans Senator II Shuttle Bus 12 passengers with 2 wheelchairs (or 14 Passengers with No Wheelchairs) as specified in attachment purchased by State Contract (to save \$6,300) Contract #48400-140-DOT0000426-0001.

Salmon seconded; passed unanimously.

Request to Increase Budget for Janitorial Services for Senior Center:

Ms. Norton noted the program that paid for her 2 janitors was cut. She is in need of janitorial services at 2 hours a day/10 hour a week for \$75 a week for 52 weeks for an annual amount of \$3,900.

Comm. Salmon questioned if this will this be a contract.

Atty. Ozburn noted it is an independent contractor.

Comm. Pennamon noted at last meeting we asked County Attorney

Mr. Benton noted that he feels it would be better to charge it to Govt. buildings budget building maintenance line item and watch the line item for the remainder of this year.

Comm. Jernigan made motion to authorize Chairman to sign contract for Senior Center Janitorial Services in the amount of \$3,900 annually and to post it to Government Buildings budget under the line item building maintenance, Comm. Salmon seconded; passed unanimously.

Request to purchase New Shuttle Van for County Extension:

Kasey Reid noted at the October 2nd meeting she presented the specs and information for the Star Trans 15 passenger shuttle bus in the amount of \$49,892.92. Ms. Reid gave a recap of the problems with the current van.

Ms. Reid gave a rundown of how often the van is used to transport children.

Comm. Salmon made a motion to purchase the Star Trans 15 passenger shuttle bus as presented at a cost of \$49,892.92 to come out of contingency, Comm. Jernigan seconded; passed unanimously.

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Comm. Salmon clarified that if 4-H had a need for an ADA Compliant van the Senior Center would be willing to share.

Ms. Norton noted yes, dependent on if it is being used.

Comm. Pennamon noted concern with the lettering on the vans, he would like it to say Jasper County.

Financial Policy Review:

Ms. Blissit noted that the Finance Staff request the Financial policy which addresses the accounting, auditing, financial reporting, debt management, and fund balance be approved.

Comm. Henry noted concern page 7 third paragraph and fund balance not below 45% of general fund budget.

Ms. Blissit noted we are there now.

Comm. Salmon made motion to approve the Financial Policy as presented; Comm. Jernigan seconded; passed unanimously.

Comm. Henry expressed concern with the 45% may not be catastrophic, may just be a definite need.

New Business:

Comprehensive Plan Steering:

Mr. Benton noted the county needs to appoint a Steering Committee made up of a diverse group representing all of Jasper County.

Commissioners agreed to advertise for volunteers to serve on the Steering Committee and appoint them at the December Regular Meeting.

Request for speed bumps:

Comm. Salmon noted we need to make sure speed bumps are rated for the correct mile per hour.

Comm. Salmon made motion based upon petition of the citizens of that community, that speed bumps be installed on Lakeshore Drive based upon specs and criteria developed with Public Works and County Manager accordingly, Comm. Jernigan seconded; passed unanimously.

Commissioners agreed to have them be done one at a time for a trial period.

2018 LMIG Application:

Comm. Pennamon noted we have discussed previously to use LMIG for Post Road and Goolsby Road because those are the 2 roads the board decided years ago to complete before we venture off into something else. He feels Goolsby Road is still holding up; the front portion from Hwy. 11 is breaking up and we need to look at another method of paving it.

Comm. Jernigan noted Pintail off Jackson Lake Road is in bad shape; need .10th of mile done, can it be added to the project list.

Comm. Luke noted he would like us to start thinking outside box, would like us to consider taking LMIG money and do triple surface contracting. He would like us to get some pricing.

Commissioners discussed the possibility of a Called Meeting to select roads.

Mr. Benton clarified he needs to get rough quotes, not bids.

Linda Brittnall of 130 Doe Lane Road near Bear Creek Marina, noted the need to have some attention shown to her road as well as Stag Run and Bobcat.

Approve FY2017 Capital Improvements Element Report and Authorize Submittal:

Mr. Benton noted Jasper County has prepared an annual update to the Capital Improvements Element for FY 2017 in accordance with the Development Impact Fee Compliance Requirements established by the Georgia Department of Community Affairs.

Mr. Benton noted the comprehensive plan steering committee will review everything.

Comm. Jernigan made motion to authorize Annual CIE Improvements for FY2017 be submitted to Northeast Georgia Regional Commission for review and then be submitted to DCA, Salmon seconded; passed unanimously.

Approve FY2018-2022 Short Term Work Program:

Mr. Benton noted a Short Term Work Plan covering the period FY 2018 – 2022 has been prepared in accordance with the Minimum Standards and Procedures for Local Comprehensive Planning established by the Georgia Planning act of 1989.

Comm. Henry made motion to authorize the Short-Term Work Program FY2018-2022 be submitted to Northeast Georgia Regional Commission for review and then be submitted to DCA, Comm. Luke seconded; passed unanimously.

Bank Accounts for Senior Center:

Ms. Blissit noted Finance requests to open 2 new bank accounts used specifically for the Senior Center Capital Project Fund

Ms. Blissit noted Bank Account 1-The Department of Community Affairs requires a non-interest bearing bank account be established to receive the drawdown of funds from the CDBG Award. This bank account will be utilized to pay vendor invoices approved and administered by Allen-Smith. Bank Account 2-Our CDBG administrators, Allen-Smith, recommend to establish a second bank account, which will be utilized as a local funding bank account to pay expenditures not paid by the grant, such as any administration and engineering costs.

Comm. Jernigan made motion to Authorize Chairman to sign the Hamilton State Bank new account agreements, Comm. Salmon seconded; passed unanimously.

Comm. Luke clarified before any draws are made they will come through Finance.

Ms. Blissit noted yes.

4th Quarter FY2017 Financial Review:

Ms. Blissit reviewed the 4th Quarter FY2017 Financial Review. (A copy of this report is attached and made a part of the official minutes).

1st Quarter FY2018 Financial Review:

Ms. Blissit reviewed the 1st Quarter FY2018 Financial Review. (A copy of this report is attached and made a part of the official minutes).

County Attorney Items:

Atty. Ozburn noted he will need an Executive session for potential litigation, employment reviews

County Manager Items:

Mr. Benton noted Blount Construction started on Post Road today,

No Thru truck signs have been installed in conjunction with Sheriff Dept. and Public Works on Jackson Lake Road off Hwy. 16, Jackson Lake Road off Hwy 212, Bethel Church Road, and Clay Road. Will petition GDOT to look at the truck route signage that needs to be replaced or enhanced.

Curbside cart audit lined up to take place in next couple weeks.

Final vote for SPLOST is tomorrow.

Citizen Comments:

Pat Tria – SPLOST

Jan Hart and Charles Hart – Senior Center.

Charles Forsythe – Triple surface treatment

Executive Session:

Comm. Luke made motion to go into Executive Session at 7:52 p.m. to discuss personnel and litigation, Comm. Jernigan seconded; passed unanimously.

Comm. Salmon made motion to come out of Executive Session at 8:20 p.m., Comm. Jernigan seconded; passed unanimously.

Adjourn:

Comm. Salmon made motion to adjourn at 8:20 p.m., Comm. Jernigan seconded; passed unanimously.

Carl Pennamon, Chairman

Sharon S. Robinson, Clerk