

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

February 3, 2020

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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 2 – BRUCE HENRY, CHAIR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 3 – DON JERNIGAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 4 – GERALD STUNKEL – 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, January 6, 2020
2. Check Register – Check #'s **57250 - 57520**

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.

A public hearing will be held for a text amendment to allow lease lots to be eligible for “Lot of Record” status. Gap Family Holdings, LLLP and W.K. Malone has applied for this text amendment.

VII. County Commissioner Items

VIII. Presentations/Delegations –

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.

2020 Census Update – Carole Norris

IX. Regular Agenda

Business Items:

1. Jasper County Agricultural & Natural Resources Extension Agent Position Funding
2. Jasper County Extension Coordinator/4-H Agent Position Funding
3. Senior Center FY 2020 Budget Amendment – Fundraising Activity
4. Planning & Zoning FY 2020 Budget Amendment – Code Enforcement Training
5. Jasper County Health Department Renovation – CDBG Grant
6. Public Works Shop Design Build Project – Request for Proposal
7. 2020 GDOT LMIG Projects
8. Request approval to close bank accounts for the Senior Center - CDBG Grant
9. FY 2021 Budget Calendar Review and Approval
10. FY 2020 2nd Quarter Financial Report
11. Capital Improvements Element and STWP Annual Update for FY 2019 – Adoption
12. Jasper County Voter Precinct Locations Required Electrical Upgrades - Quotes
13. Work Sessions Prior to Board Appointments

X. County Attorney Items

XI. County Manager Update

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

Jasper County Board of Commissioners
January 6, 2020
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, Gerald Stunkel, and Doug Luke.

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

Pledge of Allegiance:

Invocation:

Commissioner Pennamon

Agenda Approval:

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

Consent Agenda:

Approval of Minutes:

Commissioner Jernigan made the motion to approve the Minutes of December 2, 2019 as presented. Commissioner Stunkel seconded; passed unanimously. Commissioner Jernigan made the motion to approve the Called meeting minutes of December 12, 2019. Commissioner Henry seconded the motion, passed unanimously.

Check Register:

Commissioner Luke made motion to approve the check register which included Check #'s 56949-57249 for payment, Commissioner Jernigan seconded; passed unanimously.

Public Hearing: Commissioner Henry motioned to open the Public Hearing for the second reading of the Hotel-Motel Tax for the Unincorporated Jasper County at 6:05 p.m., Commissioner Stunkel seconded the motion, passed unanimously.

1. Public Hearing: Hotel - Motel Tax for the Unincorporated Area.

Mr. Benton stated that this is the second reading of the Hotel-Motel Tax for unincorporated Jasper County. It is a 5% tax on the lodging cost of hotels, tourist camps, cabins, camp grounds, and any place that is considered an overnight stay. One of the caveat is that the proceeds are used for the promotion of tourism, convention, and trade shows. There are specific expenditures that the money can be used for.

Speaking in Favor: Tom Joy (Chairman, Chamber of Commerce Board of Directors) - Mr. Joy stated that the Monticello Motel is shut down at the present time. It's not known whether it will reopen as of now. This is a loss of income for the Chamber of Commerce. The Chamber is a Regional Tourist Information Center (RTIC), which means they are responsible for passing out literature to smaller communities. All brochures are centered here for our region. We would like to work toward other

tourism factors for Jasper County as well. They need a budget to be able to handle those factors and this is a good way to get those funds. That way the burden is not on the taxpayers.

Speaking Against: None

Commissioner Henry made the statement that code that we are using is the OCGA 4813-51. He asked if this is the state code that we will be using. Mr. Benton stated that that is correct. Mr. Benton stated that authority actually allows for a higher rate than 5%. Commissioner Pennamon stated that if we went higher than 5% we would have to go through legislation. He also stated that we set a later date for the enactment if the board approves because there is a lot of detail involved that has to be worked out (i.e. who is going to do the billing, who we are going to bill, how much will it cost the county to do the billing, and how much will be collecting. We have to make sure that we don't enact something that is going to cost us more money.

Mr. Benton stated that we must set an effective date if the board does approve. Commissioner Henry stated that there is an administrative fee on some of the collections that the county does. He questioned if there will be an administrative fee for this before the money is passed on?

Commissioner Pennamon questioned if these funds will be additional or part of those funds that the county currently pay to the Chamber. Attorney Ozburn stated that funds that come in through this ordinance would have to be spent for tourism. The funds that are currently being spent can be used elsewhere but it is up to the board. Mr. Joy asked if there is any additional tax that is collected with this (i.e. sales tax). He stated that if the county isn't currently doing that, it would behoove the county to do so.

Commissioner Luke motioned to come out of the Public Hearing at 6:14 p.m. The motion was seconded by Commissioner Stunkel, passed unanimously.

Commissioner's Items:

Commissioner Jernigan- Commissioner Jernigan stated that he was going over the Public Works work schedule and noticed several open tickets. He questioned whether there was some equipment down, wrong time of year, can we find out why. He wants an update on the Public Works shop.

Commissioner Henry – Commissioner Henry stated that he visited the Smithsonian and encouraged everyone to visit.

Commissioner Pennamon- Commissioner Pennamon stated that he received a confirmation letter from Walton County Tax Commissioner stating that Jasper County will be receiving by March 15th, \$131,000 from the Stanton Springs Development and should get another \$20K from TPA.

Commissioner Stunkel- None

Commissioner Luke- Commissioner Luke stated that we need some potholes patched on Lakeview Drive. He spoke about being able to better leverage for filling the holes. He wants to see the Grade All out to cut limbs.

Presentations/Delegations: None

Regular Agenda:

Appointments:

Item 1: Appointment of Chairman: Commissioner Jernigan motioned to appoint Commissioner Carl Pennamon as chairman, Commissioner Pennamon seconded the motion. The motion failed 2-3. Commissioner Luke motioned to appoint Commissioner Bruce Henry as the Chairman. Commissioner Stunkel seconded the motion, Commissioners Luke, Henry, and Stunkel voted in favor. Commissioner Pennamon and Jernigan against. Passed 3-2.

Item 2: Appointment of Vice-Chairman- Commissioner Henry motioned to appoint Commissioner Gerald Stunkel as Vice-Chair. Commissioner Luke seconded the motion. Commissioners Jernigan, Henry, Luke, Stunkel voted for, Commissioner Pennamon voted against. Passed 4-1

Item 3: Appointment of County Attorney- Commissioner Pennamon motioned to appoint Attorney David Ozburn as the county attorney. Commissioner Stunkel seconded the motion, passed unanimously.

Item 4: Appointment of County Clerk- Commissioner Pennamon motioned to appoint Sharon Robinson as the county Clerk. Commissioner Luke seconded the motion, passed unanimously.

New Business:

Item 1: New Ordinance for a Hotel – Motel Tax for the Unincorporated Area:

Commissioner Pennamon motioned to approve the adoption of a Lodging Tax Ordinance as described in Sections 17.1 through 17.17 as presented with the effective date of January 1, 2021. Commissioner Luke seconded the motion, passed unanimously.

Item 2: Board of Assessors Board Appointments:

The county Tax Assessor Ms. Lynn Bentley stated that there are two board position that are expiring at the end of the month. There were four applications for those position, two from the current board members and two from elsewhere. Ms. Bentley stated that she has already budgeted for the current members' training. If new people are appointed there would be additional cost because the training would be additional. This would be Ms. Breeding's third term and Mr. Stansell's fifth or sixth year.

Mr. Taylor stated that he teaches high school here. He teaches government and wants to see how it works from the inside.

Ms. Breeding stated that she wants to continue to serve as she has. She states that she has been to all of the classes.

Mr. Stansell stated that he has served on the board for about 12 years. He considers it an honor.

Mr. Workman was not present due to a funeral visitation.

Commissioner Jernigan motioned to reappoint Breeding and Stansell to continue on the Board of Assessors. Commissioner Pennamon seconded the motion, passed unanimously.

Item 3: 911 Authority Communications Status Update:

Ms. Betty Jump gave an update on the radios. The first phase from Transcom has been completed. She stated that recently it seem that we are going backwards again for some reason. There are a lot of areas in the county where they are not able to transmit. They had Ed Laudon with Laudon Communications to come out along with Chief Finch and a Deputy Bentley to run test. Chris with Transcom seems to think that the issue is the consoles. Ms. Jump stated that they have had the consoles for a while. The consoles were struck by lightning in 2016 and didn't get them back until 2017 so the insides are only 3 years old. Laudon made some suggestions, Waxwing and Hillsboro were programmed the same which caused interference. Laudon could do microwave hops for approximately \$5,000 each once we do the second phase with Transcom. She stated that we need higher antennas. The mobile radios work but we really need our portable to work. Those are the ones where the guys are out of their car.

Commissioner Pennamon questioned whether we can get quotes of what it would cost to get communication from Waxwing to Hillsboro back to the 911 Center. Chairman suggested that the board instruct the 911 Authority to do research on the companies and get recommendation to bring back to the board.

Item 4: Statewide Mutual Aid and Assistance Agreement:

Ms. Jump stated that the Mutual Aid is signed every four years. This is signed and in place in order to receive any type of FEMA grant money.

Mr. Benton stated that the County Attorney Mr. Ozburn has reviewed the Agreement.

Commissioner Pennamon motioned to approve Jasper County to participate in the Statewide Mutual Aid and Assistance Program and authorize required signatures to execute the Statewide Mutual Aid and Assistance Agreement extending the agreement until March 1, 2024. Commissioner Stunkel seconded the motion, passed unanimously.

Item 5: 911 Authority Board Appointment Advertisement:

Ms. Jump stated that with the county bylaws the county should have 5 people on the 911 board. She is asking the board to advertise for the board positions.

Commissioner Pennamon motioned to authorize Staff to advertise the open position for the 911 Authority Board. Commissioner Stunkel seconded the motion, passed unanimously.

Item 6: Development Authority of Jasper County Board Appointments Advertisement

Chairman Henry stated that we have seven positions available that we need to advertise for. Going forward we will be getting board updates for the upcoming quarter starting in March.

Commissioner Stunkel motioned to authorize Staff to advertise the open appointment positions for the Development Authority of Jasper County Board. Commissioner Pennamon seconded the motion, passed unanimously.

Item 7: Set Qualifying Fees for 2020 Elections

Chairman Henry stated that we have to set the qualifying fees for the upcoming election. The fees are typically three percent of the base pay for those positions. Currently:

Office	Fee
Sheriff	\$1,616.40
Clerk of Superior Court	\$1,392.25
Tax Commissioner	\$1,392.25
Probate Judge	\$1,392.25
Chief Magistrate	\$1,392.25
County Commissioner	\$ 216.00
Board of Education	\$ 108.00
Coroner	\$ 72.00
Surveyor	\$ 10.00

Commissioner Pennamon motioned to approve Resolution #2020-01-06 (1) setting the Qualifying Fee Schedule for advertisement prior to February 1, 2020. Commissioner Jernigan seconded the motion, passed unanimously.

Item 8: Resolution in Support of the Creation of the Jasper County Public Facilities Authority

Mr. Ozburn stated that the when local legislation delegation require a resolution of the local governing board (in our case the Board of Commissioners) whenever local legislation such as this. This just signifies support. We are not creating anything or passing anything other than the resolution.

Chairman Henry stated the board will appoint five board members to the authority. This will help in some of the long term projects where the county cannot go over a year.

Commissioner Luke stated that we collect money from SPLOST over the years and then once it is all collected the cost of the project has increased significantly. This gives a structured way to fund projects.

Commissioner Pennamon stated that the anticipation is that we would use our investment from Stanton Springs to offset the cost for funding this authority which means no additional taxes for the residents.

Commissioner Luke motioned that the Jasper County Board of Commissioners Adopts Resolution 2020-01-06(2) which supports legislation to be introduced into the 2020 General Assembly for the Creation of the Jasper County Public Facilities Authority. Commissioner Stunkel seconded the motion, passed unanimously.

County Attorney Items:

Attorney Ozburn stated that Jim Alexander negotiated some of the cell tower agreements. He will investigate to see what is in the files.

County Manager Items:

Mr. Benton stated that courthouse exterior envelope renovation project has a detailed timeline to get the bids back to Board of Commissioners. Bid document will be ready by Friday, January 10th. The county review by January 14. The bid documents will be sent out publicly via email and advertisement in the newspaper. There will be a mandatory pre-bid meeting February 4th in the BOC meeting room. Bid opening February 18. March 2nd we plan to have bid proposal for the BOC to consider. He stated that he will have the design build document for the Public Work workshop ready at the February meeting.

Citizens Comments:

Stephanie Puckett- 228 Honeysuckle Road, Monticello- transfer of Jasper County ownership to the Development Authority on the cannery and the old health department.

Tom Joy- Hotel-Motel Tax.

David Ivy- 376 Doe Lane, Development Authority property bidding process.

Mandi Tanner- Ms. Tanner stated that she was giving an updated count for the visitors to the Smithsonian. She stated that there has been 1100 visitors. The total visitor count for the year was over 10,000 which was 2,500 more than last year. Brochures were ordered. This is where the Hotel-Motel Tax comes in, it helps to promote the county.

Executive Session:

None

Adjourn:

Commissioner Luke motioned to adjourn the meeting at 7:43 pm. Commissioner Pennamon seconded the motion, passed unanimously.

Bruce Henry, Chairman

Sharon Robinson, Clerk

Public Hearing - Item 1:

Agenda Request – Jasper County BOC

Department: Planning and Zoning

Date: February 3, 2020

Subject: Allow lease lots to be eligible for “Lot of Record” status

Summary: To add lease lots to “Lot of Record” definition in three sections of the ordinance. The lease lot has remained in a consistent configuration and has been depicted on the tax assessor’s maps as a discreet parcel, with or without a recorded legal description, since the year 2000. Also under Chapter 119-Zoning/Article VII. – Supplemental Regulations and Modifications/Section 119-379. – Area modifications and utility services for lots of record to include: Prior to transfer of the fee title of a lease lot of record, the lease lot of record must satisfy the requirements of the Jasper County Health Department relative to water supply and sewage treatment. I have included in the attachments the amendments word by word. The added text is the underlined words. The Planning and Zoning Board recommended approval 5-0.

Background: The Gap Family Holdings have owned these lots and have been leasing the land out approximately 50-60 years. The homes on the lots belong to the Lessee’s and the Gap Family Holdings own the ground the house sits on. The family wants to sell the land to the house owners.

Cost:

N/A

Recommended Motion:

No motion required as this is the first read.

Proposed Text Amendments

November 19, 2019

Below are the proposed text amendments (in this case, additions only) to the Jasper County Code of Ordinances submitted for consideration by the Planning and Zoning Commission and the Jasper County Commission by Pete Malone in order to have long-time lease lots receive the same regulatory treatment as long-time fee simple lots relative to the lot of record definition in the zoning and development ordinance text.

Amendment 1:

Jasper County, Georgia – Code of Ordinances / Part II – Code of Ordinances / Chapter 105 – development Standards and Regulations / Article II. – Definition of Terms / Section 105-28. – General Definitions.

Lot of record means a lot which is part of a subdivision, the plat of which has been recorded in the office of the clerk of the superior court of the county; or a parcel of land described by metes and bounds, the plat or description of which has been recorded in said office; or a leased lot that has remained in a consistent configuration and has been depicted on the tax assessor's maps as a discreet parcel, with or without a recorded legal description, since the year 2000. If a portion of a parcel has been conveyed at the time of the adoption of the ordinance from which this chapter is derived, the remaining portion of the lot or parcel will be considered a lot of record.

Amendment 2:

Jasper County, Georgia – Code of Ordinances / Part II – Code of Ordinances / Chapter 119 – Zoning / Article I. – In General / Section 119-2. – Definitions.

Lot of record means a lot which exists as shown on a plat or described in a deed which has been recorded in the office of the clerk of the superior court of the county, or a leased lot that has remained in a generally consistent configuration and has been depicted on the tax assessor's maps as a discreet parcel, with or without a recorded legal description, since the year 2000.

Amendment 3:

Jasper County, Georgia – Code of Ordinances / Part II – Code of Ordinances / Chapter 119 – Zoning / Article VII. – Supplemental Regulations and Modifications / Section 119-379. – Area modifications and utility services for lots of record.

Where a lot of record at the time of the effective date of the ordinance from which this chapter is derived had less area or less width than herein required for the district in which it is located, said lot may nonetheless be used for a single-family dwelling, provided that all yard and other requirements of

the district are complied with. If two or more adjoining and vacant lots with continuous frontage are in a single ownership at any time after the adoption of the ordinance from which this chapter is derived and such lots individually are less than the lot width requirements for the district in which they are located, such groups of lots shall be combined and recorded as a single lot of conforming size and the lot or lots in one ownership shall be subject to the requirements of this chapter.

Prior to transfer of the fee title of a lease lot of record, the lease lot of record must satisfy the requirements of the Jasper County Health Department relative to water supply and sewage treatment.

TEXT AMENDMENT APPLICATION
JASPER COUNTY ZONING ORDINANCE

RECEIVED 11-20-19 2019 TA 002
LOCATION OF ^{Tract} TRACK NA TAX MAP NA
ACRES NA CURRENT ZONING NA

WHY A TEXT AMENDMENT IS

NEEDED: To allow long-time tenants of lease lots to purchase their lots and homes from the current owners.

APPLICANT William K. (Pete) Malone & GAF Family Holdings LLC OWNER
ADDRESS 3045 Harding Oak Way Martinez, Ca. 90907 ADDRESS
PHONE 404-218-4220 PHONE

THE FOLLOWING DOCUMENTS MUST BE ATTACHED BEFORE APPLICATION CAN BE ACCEPTED:

1. A PLAT OF PROPERTY SHOWING ITS LOCATION, AREA, EXISTING STRUCTURES, AND CURRENT ZONING DISTRICT OF THE PROPERTY AND ALL ABUTTING PROPERTIES. NA
2. A DEED WITH LEGAL DESCRIPTION SHOWING TITLE OF THE PROPERTY. NA
3. FILING FEE OF \$500 PAYABLE TO JASPER COUNTY ZONING OFFICE.
4. A "DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND GIFTS" FORM.
5. IF PROPERTY OWNER AND APPLICANT ARE NOT THE SAME, AN AGENT AUTHORIZATION FORM.

NA

I HEREBY AUTHORIZE THE JASPER COUNTY PLANNING AND ZONING COMMISSION AND STAFF TO INSPECT THE ABOVE-DESCRIBED PROPERTY. IN SIGNING THIS APPLICATION, I HEREBY STATE ALL INFORMATION GIVEN BY ME IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I AGREE TO ABIDE BY ALL LAWS AND ORDINANCES REGULATING USE OF PROPERTY IN JASPER COUNTY.

SIGNATURE OF APPLICANT William K. Malone DATE 11/20/2019
PUBLIC HEARING BEFORE JASPER COUNTY BOARD OF COMMISSIONERS 2-3-20

RECOMMENDATION _____ CHARIMAN/DATE _____

APPROVED _____ DENIED _____ CONDITIONS? _____

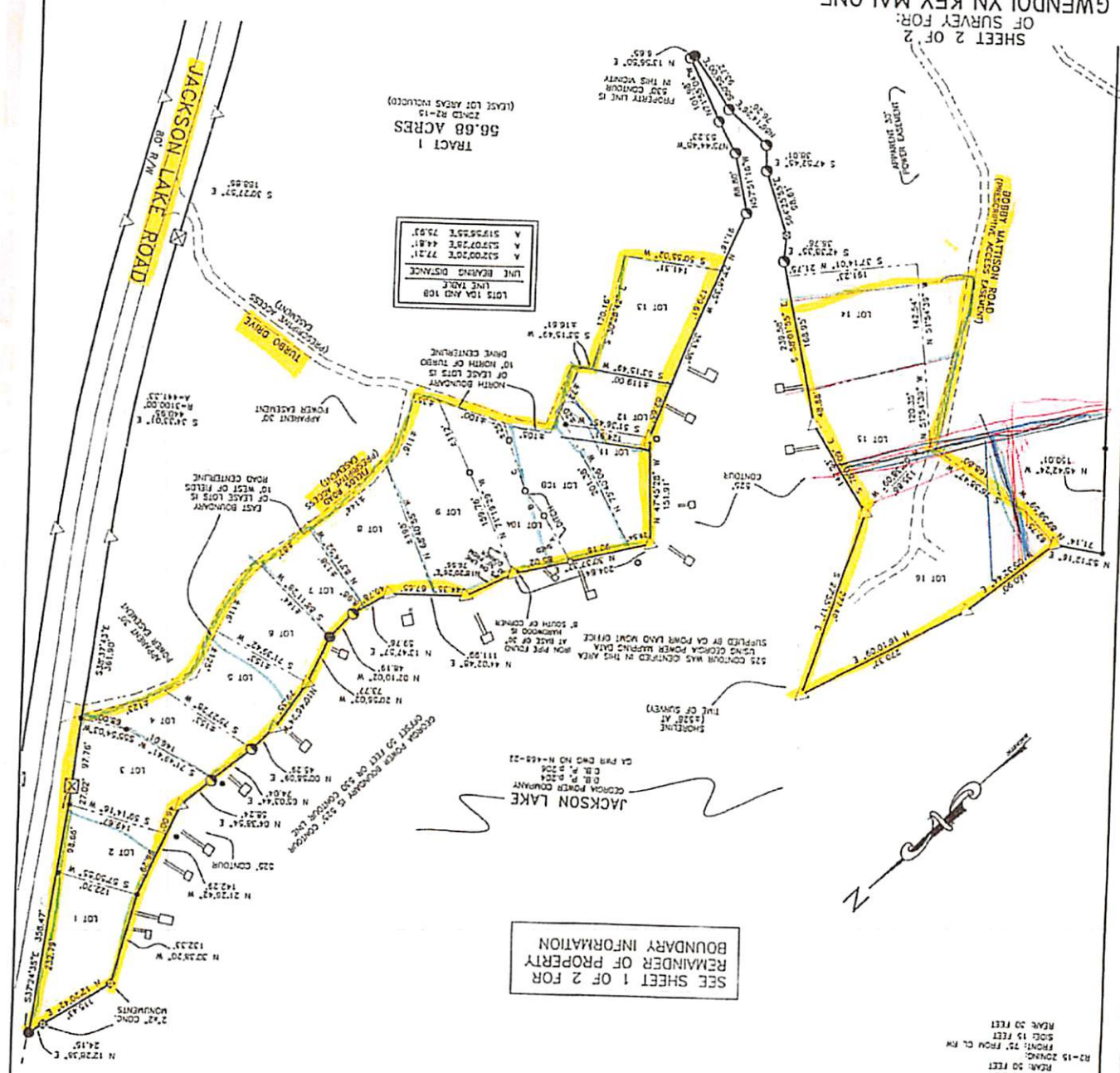
NOTES:

SCALE 1"=100'
 DECEMBER 26, 2002
 LEASE LOTS 9 AND 10 MODIFIED 11/14/03
 Georgia Militta District 296
 Jasper County, Georgia
 Lot 184, District 18
**Gwendolyn Key Malone
 AND WILLIAM K. MALONE**
 OF SURVEY FOR:
SHEET 2 OF 2



TRACT 1
56.68 ACRES
 (LEASE LOT AREAS EXCLUDED)

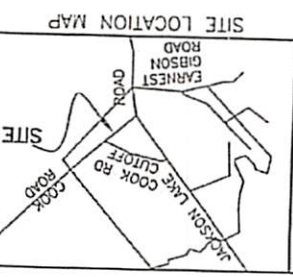
LINE BEARING	DISTANCE
A 51°55'29"E	75.93
A 52°00'20"E	77.21
A 52°07'28"E	44.81
A 51°55'29"E	75.93



SEE SHEET 1 OF 2 FOR
 REMAINDER OF PROPERTY
 INFORMATION

- LEGEND**
- 1" IRON PIPE FOUND
 - 3/4" SOLID ROD (REBAR) FOUND
 - △ BEARING CHANGE (NO PIN SET)
 - ADJOINING PROPERTY LINE
 - OVERHEAD POWER
 - POWER POLE
 - P.O.B. POINT OF BEGINNING
 - D.B. DEED BOOK
 - P.B. PLAT BOOK
 - B.L. BUILDING LINE
 - L.L. LAND LOT
 - CA POWER MARKER

AD 2000:
 FRONT: 100' FROM CL RM
 REAR: 50' FEET
 AD 2000:
 FRONT: 75' FROM CL RM
 REAR: 10' FEET



A 25'-FOOT UNDISTURBED BUFFER IS ESTABLISHED BY THE STATE OF GEORGIA FROM THE TOP OF CREEK BANKS ON BOTH SIDES OF CREEKS FOR EROSION CONTROL PURPOSES.

TRACT 1 OF THIS PROPERTY IS LOCATED IN A RESIDENTIAL ZONING DISTRICT, AND TRACT 2 IS LOCATED IN AN AGRICULTURAL (40) ZONING DISTRICT.

PORTIONS OF THIS PROPERTY ALONG THE SOUTHWEST CORNER OF JACKSON LAKE ARE WITHIN A 100-YEAR FLOODPLAIN AS DETERMINED FROM FLOOD EROSION MANAGEMENT AGENCY MAP PAVL 130319 0125 B FOR JASPER COUNTY, GEORGIA.

REFERENCES:
 DEED RECORD: D.B. 8-24, P. 125 (TRACT 2)
 DEED RECORD: D.B. A-14, P. 483
 PLAT RECORD: NO PLAT RECORD
 TAX RECORD: TAX MAP 250, PARCEL 11

THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CORNER ERROR OF 1.78 INCHES POINT, AND WAS ADJUSTED USING THE LEAST SQUARES METHOD.

IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN A SQUARE SECTION OF ONE FOOT IN 9242 FEET, AND 3/16" FOR TRACT ONE AND 1/16" FOR TRACT TWO.

FIELD DATA WAS COLLECTED USING A TRIMBLE DTM-421 ELECTRONIC TOTAL STATION.

FIELD SURVEY COMPLETED THE WEEK OF AUGUST 14, 2002.

ADJUTANT GENERAL DISTRICTS:

Agenda Request – Jasper County BOC

Department: County Extension

Date: February 3, 2020

Subject: Jasper County Agricultural & Natural Resources Extension Agent Position Funding

Summary:

Kasey Hall, Jasper County Extension Coordinator, is seeking the county's financial support to continue to fund the Jasper County ANR (Agricultural & Natural Resources) Extension Agent position that was recently vacated by Charlie Todd on January 3, 2020 when he resigned to take another job. A Request for Verification of County Salary form is provided that outlines the county's financial obligation which includes salary, retirement through TRS (Teacher's Retirement System of Georgia), and FICA.

Background:

When a County Extension Agent position becomes vacant, UGA requires the County Extension Coordinator to confirm that the county is still committed to funding the position so that it can be advertised and filled in the future. The Request for Verification of County Salary form must be signed by a county official and returned to Kasey so that she can send it to the Northeast District Office in Athens.

Cost:

\$19,318.50 which includes the county annual salary of \$15,000.00, \$3,171.00 retirement, and \$1,147.50 FICA.

Funding is included in the FY 2020 Budget for the Extension Office.

Recommended Motion:

Authorize Chairman to sign the Request for Verification of County Salary from UGA Extension to continue funding the Agricultural and Natural Resources Extension Agent for Jasper County as presented.



UNIVERSITY OF GEORGIA
EXTENSION

1225 South Lumpkin St, Hoke Smith Bldg. Rm. 302• Athens, GA 30602
E-mail: nedist@uga.edu • 706-542-3179 Phone • 706-542-1612 Fax

County to Complete and Return to the Northeast District Office
Request for Verification of County Salary

Date: January 13, 2020
To: Kasey Hall, Jasper County Extension Coordinator
From: Bobby Smith, Northeast District Extension Director

Please confirm/verify the county funding by filling in the form below and signing/dating it and fax back to my office (mail the original to my office). If the salary figure is different, place the correct amount in the form below. If you have a letter from your county commissioners/board of education verifying the county funding, please fax it with this form also. Retain a copy of the completed form in your county files and also give a copy to the county funding body.

County:	Jasper	
Position Title/Number:	ANR Agent	
Hours worked per week:	40 hours/week	
Employee Replaced: Charlie Todd	Termination Date: February 11, 2020	
County Salary: \$15,000.00	\$15,000.00 Co. Commissioners	\$ Board of Education
Plus Faculty/Staff Benefits: Employer Rate Teachers Retirement or Optional Retirement System 7/1/19 21.14% (Employee 6.0%)	\$3,171.00 Retirement	
Employer Rate Social Security 7.65% As of 1/1/2011 County Pays Social Security & Medicare Directly (UGA will no longer bill for this)	\$1,147.50 Social Security	
County Travel Allocation:	\$	
TOTAL COUNTY FUNDING: Salary, benefits, travel	\$19,318.50	
CEC Signature & Date:	Kasey Hall 1/17/2020	
County Official Signature & Date:		

**Fax completed form to the District Office and then place the original in the mail.
Keep a copy for the county office files and give a copy to the County Funding Body
(Board of Commissioners or Education)**

Agenda Request – Jasper County BOC

Department: County Extension

Date: February 3, 2020

Subject: Jasper County Extension Coordinator/4-H Agent Position Funding

Summary:

Kasey Hall, Jasper County Extension Coordinator/4-H Agent, is requesting that the county designate salary savings dollars from this year's budget to help partially fund her salary from UGA and to ultimately fund her position in the future in the same way that the Jasper County ANR Extension Agent position is funded because of the lack of financial support from an endowment when her position was first created with UGA.

Background:

The Jasper County 4-H Agent position was created in 2008 through an endowment at UGA that was to provide the salary for the position, which made it completely unique from other County Extension Agent positions in the state that are jointly funded by the counties and UGA. Because all of the support never materialized to fund this endowment years ago, this position has had to be supported by the state. The Northeast District Extension Director is requesting that some of the funds available through salary savings from Charlie Todd's ANR Agent position this year be reallocated to help support the Jasper County 4-H Agent position through the end of this fiscal year. Going forward we would like to request that the 4-H Agent position be jointly funded by Jasper County and UGA since the state cannot continue to fund this position. (Please see the attached file for more information.)

Cost:

\$5,000.00 from salary savings dollars already in Jasper County Extension's 2020 budget that are now available through the vacancy of the ANR Agent position in February. Requesting these funds as a first step to help support the Jasper County 4-H Agent position this fiscal year. In the future, we will be requesting that this position be partially funded by Jasper County in the same way that the ANR Agent position is funded through the county and UGA like other Extension Agent positions in the state.

Recommended Motion:

Board Discretion

A History of the Jasper County 4-H Agent Position and Proposal

By Kasey Hall, Jasper County Extension Coordinator

The Jasper County 4-H Agent position has a special history to it because it is unlike any other Extension Agent position in the state. It was created in late 2007/early 2008 and set up so that the salary for the position would be paid entirely through an endowment set up through UGA through its foundation. Other County Agent positions in Georgia are funded jointly by counties paying at least the minimum specified salary set by UGA at that time with the other portion of the salary coming from UGA. This particular endowment to fund the Jasper County 4-H Agent position was established through a financial gift from a couple that had had close ties to the Jasper County Extension office and another entity. Since there was not a 4-H Agent position in place in Jasper County prior to this, there was a full time 4-H Program Assistant and a part-time 4-H Program Assistant on staff to lead the local program. Their positions were funded by the county with one receiving partial funding from UGA.

This couple was widely recognized for their financial contribution to UGA and Extension, and the 4-H Agent position in Jasper County was advertised through UGA in the spring of 2008. I was working with University of Tennessee Extension as a 4-H Agent in a county just outside of Knoxville, and I was notified of it by a friend who was working at the state 4-H office in Georgia. She knew I was looking to move back to Georgia to work with 4-H. I am originally from southwest Georgia and had previously worked for seven years as a 4-H Agent in Worth County before moving to Tennessee. I was looking to move to a small rural county back home in Georgia, so the Jasper County 4-H Agent position sounded like the perfect fit for me.

I came down to Athens to interview and learned about the uniqueness of the position regarding its funding and establishment by a couple and another entity. The District Extension Director at the time also informed me that he and Greg Williams (the Jasper County Manager then) had to redirect some county dollars locally, and I learned there would only be a county funded 30 hour a week 4-H Program Assistant to help in local program delivery with the elimination of the other position. I was offered the job as the new 4-H Agent and started here on July 1, 2008. Due to local budget cuts our Extension office has faced over the years, we lost the county dollars that funded the 4-H Program Assistant position. It was funded first at 30 hours a week and then later reduced to 19 hours a week before we eventually lost the position entirely.

Several years ago I learned from a previous District Extension Director that the funding for my position was having to be covered by our district (and ultimately through

the state) at that time because of the money not coming from the endowment as promised to pay my salary. He didn't seem overly worried then, and I thought everything was going to be okay. I had learned that the Director of Development with UGA's College of Agricultural and Environmental Sciences had been working with this couple for some time regarding the funding. I then learned in the fall from our current District Director that the funds from the UGA Foundation never materialized, and one source that had originally set up the endowment had never paid their portion. This meant that the state had been covering my salary for years because this financial commitment didn't come through as intended and advertised.

Because of this shortfall and the state not being able to continue to fund my position into the future long term, I was asked to approach Jasper County to see what could be done to ultimately make this 4-H Agent position like the other Extension Agent positions in the state, which means being jointly funded by UGA and the cooperating county. With our Ag Agent position currently vacant since Charlie Todd left at the beginning of January, we will have salary savings dollars in our county budget from his position through June. We don't anticipate that this position will be able to be advertised and filled before the end of this fiscal year. Because of the current financial climate at the state level, we aren't even sure when it will be advertised. For these reasons, I've been asked to see if \$5,000.00 in these salary savings could be reallocated to help fund my position locally through the end of this fiscal year to help alleviate the burden that the state has been carrying for me for years now by covering my salary in full.

For next fiscal year and into the future, our District Extension Director is requesting that the Jasper County Board of Commissioners make the 4-H Agent position here like our Ag Agent position (and other Agent positions in Georgia) and fund both at the local level at \$15,000.00 each with our remaining salary portion to come from UGA. The current minimum that a county must contribute to a County Agent position is \$18,000.00, but our District Extension Director has readjusted this salary number to this lower figure as a compromise for us. The required FICA and TRS (Teacher's Retirement System of Georgia) amounts would be additional expenses on top of the salary figures.

Agenda Request – Jasper County BOC

Department: Senior Center

Date: 2/3/20

Subject: Senior Center FY 2020 Budget Amendment – Fundraising Activity

Summary:

The Senior Center had an ending balance in fundraiser for FY19 of \$3,670.00. We are requesting to move that balance to our FY2020 Budget in the fundraiser line item.

Background:

Every year the members do fundraisers to raise funds for activities that are not funded in our regular budget, such as field trips, arts & crafts, games, and special events. The community donates toward these fundraisers in good faith that the funds will be spent as committed.

Cost:

FY 2019 Fund Balance was increased by \$3670.00 from FY 2019 fundraising activities
FY 2020 Budget Amendment would allow FY 2020 expenditures to be increased by \$3670.00
\$00.00 additional cost is created when combining both years' activities together

Recommended Motion:

Board Discretion

BUDGET AMENDMENT
FOR FISCAL YEAR 2020

Commission approved a budget for fiscal year 2020 for Jasper County Government earlier in the year; and

WHEREAS, the budget is a dynamic rather than static revenue and spending plan which requires adjustment from time to time as circumstances change; and

WHEREAS, these adjustments maintain a balanced budget for all funds;

NOW, THEREFORE, BE IT RESOLVED THAT the commission approves allocation of the Senior Center budget by the following:

<u>GL ACCOUNT- SENIOR CENTER</u>	<u>Debit</u>	<u>Credit</u>
100-600-06200-00057-536000 Fundraiser Activity		\$3,670.00

Adopted this _____ of _____ 2019.
Day Month

BOC Chair

Finance Manager

Agenda Request – Jasper County BOC

Department: Planning & Zoning

Date: February 3, 2020

Subject: Planning & Zoning FY 2020 Budget Amendment – Code Enforcement Training

Summary:

P&Z Director is asking for an increase of \$1120.00 in the P&Z FY 2020 Education and Training Budget. This is required training for Code Enforcement.

Funding would come from an increase of FY 2020 P&Z revenue over budgeted revenue

Background:

Cost:

\$1120.00

Funded from additional FY 2020 P&Z Revenue over budgeted.

Recommended Motion:

Approve increasing the Planning and Zoning Budget for education and training GL # 100-700-07410-00052-523700 to allow additional code enforcement training.

**BUDGET AMENDMENT
FOR FISCAL YEAR 2020**

Commission approved a budget for fiscal year 2020 for Jasper County Government earlier in the year; and

WHEREAS, the budget is a dynamic rather than static revenue and spending plan which requires adjustment from time to time as circumstances change; and

WHEREAS, these adjustments maintain a balanced budget for all funds;

NOW, THEREFORE, BE IT RESOLVED THAT the commission approves allocation of the Planning & Zoning Department budget by the following:

<u>GL ACCOUNT- PLANNING & ZONING</u>	<u>Debit</u>	<u>Credit</u>
100-700-07410-00052-523700 Education & Training		\$1,120.00

<u>GL ACCOUNT- PLANNING & ZONING</u>	<u>Debit</u>	<u>Credit</u>
100-032-32200-00032-322120 Zoning & Land Use	\$620.00	
100-032-32200-00032-322150 Commercial Building License	\$300.00	
100-032-32200-00032-322180 Cell Tower	\$200.00	

Adopted this _____ of _____ 2020.
Day Month

BOC Chair

Finance Manager

Agenda Request – Jasper County BOC

Department: Health Department

Date: February 3, 2020

Subject: Jasper County Health Department Renovation – CDBG Grant

Summary:

Jasper County was awarded a 2019 CDBG grant with the project scope of purchasing and renovating an existing building that would better serve the health needs of the residents of Jasper County.

The architectural firm of Carter Watkins worked closely with the Jasper County Health Department Staff to determine renovations needed to improve the building's ability to serve as the Jasper County Health Department.

The CDBG program requires the Jasper County BOC to review and approve the final renovations drawings.

Background:

The Georgia Department of Community Affairs approved and awarded the 2019 CDBG grant to Jasper County.

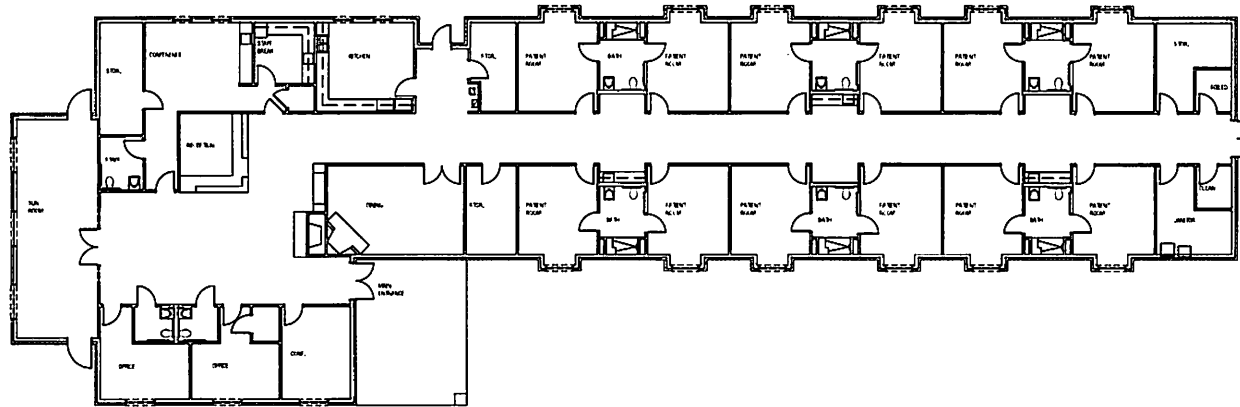
Cost:

Renovations cost to be funded by the 2019 CDBG Grant.

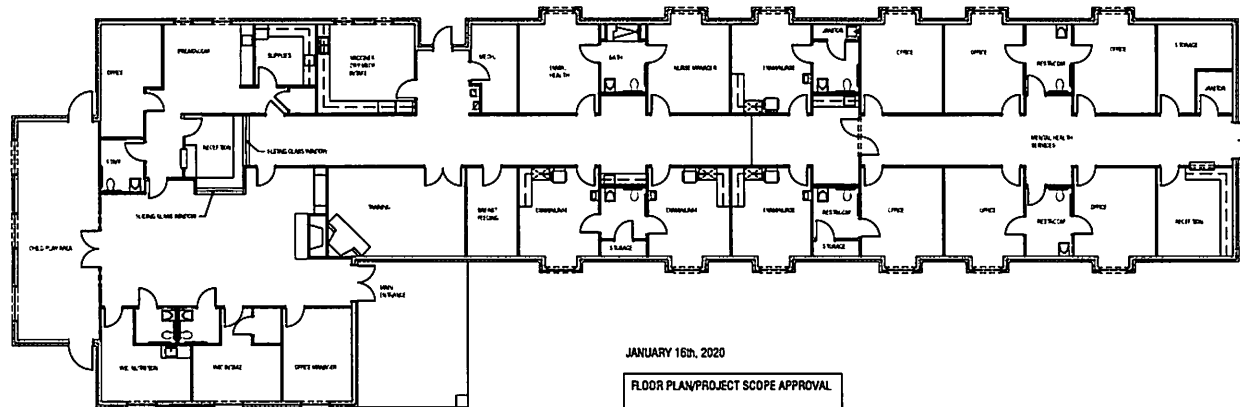
Recommended Motion:

Authorize the Chairman to sign the final renovation drawings for the Jasper County Health Department dated 1-16-20.

JASPER COUNTY HEALTH DEPARTMENT



1 EXISTING FLOOR PLAN



2 PROPOSED FLOOR PLAN

NEW LIGHTING FIXTURES TO BE INSTALLED
 ALL NEW FLOOR - LVP (LUXURY VINYL PLANKS)
 INTERIOR WALLS TO BE REPAINTED
 NEW MILLWORK IN EXAM AND WAITING ONLY

JANUARY 16th, 2020

FLOOR PLAN/PROJECT SCOPE APPROVAL

Jasper County Board of Health _____ Date _____
 Jasper County Board of Commissioners _____ Date _____

REVISIONS					
Number	Date	Remarks	Number	Date	Remarks

CONSULTANTS		

CARTER WATKINS ASSOCIATES ARCHITECTS, INC.
 1077 OFFICE BLDG 004
 137 EAST WASHINGTON STREET
 MONTICELLO, GEORGIA 30902
 PH: 706.271.0844
 WWW.CARTERWATKINS.COM



JASPER COUNTY HEALTH DEPARTMENT
 MONTICELLO, GEORGIA

SHEET TITLE:
 PROPOSED & EXISTING FLOOR PLAN
 PRINTED: _____

NUMBER:
 01/16/20