**Jasper County Board of Commissioners**

**February 3, 2020**

**Regular Meeting Minutes**

**6:00 P.M.**

Comm. Henry 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:**

Chairman Henry

**Agenda Approval:**

Commissioner Pennamon stated that he would like Item 12 to be moved to Presentations. It was agreed that Judge Brown could present during Presentations/Delegation but Item 12 would need to remain since there had to be some action for the item. Commissioner Luke motioned to add Item 14 to the Agenda to address the Public Works schedule and road work. Commissioner Stunkel seconded the motion, passed unanimously. Commissioner Luke made motion to approve the agenda as presented, Commissioner Stunkel seconded; passed unanimously.

**Consent Agenda:**

**Approval of Minutes:**

Commissioner Jernigan made the motion to approve the Minutes of January 6, 2020 as presented. Commissioner Stunkel seconded; passed unanimously.

**Check Register:**

Commissioner Pennamon made motion to approve the check register which included Check #’s 57250-57520 for payment, Commissioner Jernigan seconded; passed unanimously.

Public Hearing: Commissioner Jernigan motioned to open the Public Hearing 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 at 6:05 p.m. Commissioner Pennamon seconded the motion, passed unanimously.

Mr. Shane Sealy, P&Z Director stated that public hearing is brought forward by the application 2019-TA-002 by the Gap Family Holdings. They are asking for a text amendment to the ordinance. Our ordinance give definitions of Lots of Record in three different areas. They are asking to add leased lots to the “Lot of Record” definition. They would like to add the text “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.” And “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.” He stated that the Malones have owned these lots for 50-60 years. They do not own the homes but they own the land. The tax assessor would break down the value of the home from the land. The homeowners would then mail a check to the Malones and he would in turn make a payment to the county. These are the only privately owned leased lots except for GA Power lots. They are asking that leased lots be added to the definition of Leased Lots in three areas in the ordinance. This consist of 16-17 lots. Mr. Sealy continued by reading Amendments one through three.

In Favor:

William Key Pete Malone states that he lives in Martinez, GA- He stated that he owns half of the interest in the property. The property is located off of Jackson Lake Road. He states that there are currently 16 lots. Fifteen of those lots are leased for a long time. Some over 60 years. He gave a history of how they property was leased out instead of sold. He stated that Lots of record would allow them to transfer Fee Simple Titles to the people who owns them. That way they can be grandfathered in just as a fee simple lot.

Commissioner Jernigan questioned whether there are people due to their age that can’t or don’t want to purchase the lots, what’s their intentions on those lots?

Mr. Malone stated that most people have stated that they want to purchase. They are going through the process of getting the surveys done, locating septic tanks and wells. They will then have the lots appraised. He stated that he has made the residents aware that they would discount the appraisal by 20% because they have leased for a long time.

Commissioner Luke asked Shane how far are we into getting everything inspected to make sure we are meeting specifications.

Mr. Sealy stated that we are in the process right now. Jordan Engineering is locating the wells and septic tanks so that when we do get the lots established we want to be sure that there are not any encroachments. He stated that this request went before the P&Z board on 12/19 and they voted approval 5-0.

Commissioner Stunkel questioned whether the driveways be treated as shared property.

Mr. Sealy stated that they are considering bringing the property lines to the main road.

Mr. Mike Daniels of 150 Turtle Drive, Monticello. He stated that he has lived there for 36 years.

Mr. RC Tarleton of 180 Turbo Drive stated that he would love to stay there with the lease since he has been there for over 40 years.

Commissioner Pennamon questioned Mr. Malone that if a resident is not ready to purchase will he accommodate them.

Mr. Malone stated that he will work something out with the residents.

Commissioner Jernigan motioned to come out of the Public Hearing at 6:28 p.m. Commissioner Stunkel seconded the motion, passed unanimously.

**Commissioner’s Items:**

**Commissioner Luke-** Commissioner Luke explained why he wanted to add Public Works schedule to the Agenda. He stated that he would like to get quotes on Herd Creek and Templeton from Epps Brothers for triple surface. He also stated that he would like to know the cost to do the roads in-house.

**Commissioner Jernigan**- Commissioner Jernigan stated that he has been getting calls about the road condition. He stated that he has been explaining that there is little that can effectively be done to the roads while they are wet. He stated that he has received a lot of calls about trash on the roadways. He has spoken with the Sheriff who is gearing up for the inmates and community service people to pick up the trash.

**Commissioner Henry-** None

**Commissioner Pennamon-** Commissioner Pennamon made a motion to direct the County Manager to get with City of Monticello Manager to come up with work sessions to discuss traffic at the square. Commissioner Luke seconded the motion, passed unanimously.

**Commissioner Stunkel-** None

Presentations/Delegations:

2020 Census Update- Carole Norris

Carole Norris, Census Count Committee, stated that she and Sharon met with Robert Vinson- a partnership specialist out of Atlanta to form the Census Count Committee. He asked about who the elected officials selected for the committee. Ms. Carol ask the Commissioners to appoint a person of their choice for the committee. This committee does not go door to door but works to make sure everyone participates in the census.

Voting Machine Update- Judge Andrea Brown

Judge Andrea Brown made the commissioners that she had placed a packet in each of their seats. She stated that we have our new election equipment. The state sent out an inspector to make sure that the electrical was up to date in all of the polling places. We are in need of updates. The biggest need is in the courthouse. Early voting starts March 2nd. The state is also requiring security in each of the polling places. The state is providing grant money. For security they will be paying three parts to our one part. The county will be responsible for this upfront but will be reimbursed by the state. There is a $15,000 total that the state will pay. That will be used for security and electrical.

Ms. Carole Norris stated that she had spoken with someone earlier in the day who advised that the state was looking to try to provide more funding but did not have any final details.

Commissioner Luke stated that if we have to we can get generators to run the machines.

**Regular Agenda:**

**Item 1: Jasper County Agricultural & Natural Resources Extension Agent Position Funding:** Ms. Kasey Hall with the Extension office stated that she is requesting the county’s continued financial support for the Agricultural and Natural Resources Agent position. The position has been vacant since Charlie Todd left in January. She stated that when a county agent position becomes vacant it is her responsibility as the County Coordinator to go to the county and request the continued funding. She has to get the County Salary Verification form signed off by the county official. Commissioner Pennamon motioned to 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. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 2: Jasper County Extension Coordinator/4-H Agent Position Funding:** Ms. Hall introduced Mr. the Northeast District Extension Director Bobby Smith. Ms. Hall stated that her position was created in 2008 and was supposed to be funded through an endowment. She state that over the years money that was supposed to be there for the position never materialized. UGA can’t continue to carry the salary due to the financial climate. She is asking that the county designate salary savings dollars from this year’s budget to help partially fund her salary from UGA now and in the future. The goal is to have the county and the state to fund the position. Commissioner Stunkel motioned to approve to fund the 4-H position for $5,000. Commissioner Luke seconded the motion, passed unanimously.

**Item 3: Senior Center FY 2020 Budget Amendment – Fundraising Activity**: Ms.Tracy Norton, Senior Center Director stated that the Senior Center has an ending balance in FY19 of $3,670.00 in the fundraising category. She is requesting to move those fund to the FY2020 budget on the fundraiser line. 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. Mr. Dennis Pate stated that he did research by contacting some surrounding counties and asking them about how they handle fundraising. He stated that he spoke with Morgan County they track theirs the same way we do. He stated that he spoke with the auditor and they recommended to not set up a special revenue fund. There is not enough money to set up a special revenue fund. Commissioner Pennamon motioned to approve Budget Amendment #02.03.2020A and the funds come from Fund Balance. Commissioner Jernigan seconded the motion, passed unanimously.

**Item 4: Planning & Zoning FY 2020 Budget Amendment – Code Enforcement Training:** Planning and Zoning director, Shane Sealy is asking for an increase of $1,120.00 in the FY2020 Education and Training Budget. The funds will be used for Code Enforcement training to become a level one Code Enforcement Officers. Commissioner Jernigan motioned to approve increasing the Planning and Zoning Budget for education and training GL # 100-700-07410-00052-523700 to allow additional code enforcement training. Commissioner Luke seconded the motion, passed unanimously.

**Item 5: Jasper County Health Department Renovation – CDBG Grant:** County Manager Mike Benton stated that the 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. He stated that as part of the program you have meet certain conditions before the funds become available. One of those is to have the renovations. He spoke about the floor plans. He stated that we are asking tonight just to approve the renovation floor plans. Commissioner Luke motioned to authorize Chairman to sign the final renovation drawings for the Jasper County Health Department dated 1-16-2020. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 6: Public Works Shop Design Build Project – Request for Proposal**: Mr. Benton stated that the staff was directed to work with Jordan Engineering to develop a plan to build a Public Works shop and bring it back to the board to publish. Mr. Robert Jordan of Jordan Engineer spoke. He stated that they have developed site work plans to build a 60x80 foot metal Public Works building. He state that in addition to developing bids to do the site works the design build would include the proposed bid would be for the design the build for the building itself. Commissioner Jernigan motioned to authorize staff to publish the Invitation to Design-Build for Jasper County Public Works Shop as presented. Commissioner Luke seconded the motion, passed unanimously.

**Item 7: 2020 GDOT LMIG Projects:** Mr. Benton stated that the 2020 LMIG funds did come in. Staff needs final project (s) list determinations for bid preparation for the 2020 LMIG Program funds. The options are:

Project Scope based on Minimum Total Project:

Post Rd 2.7 Miles FDR, 2 foot widening $819,236

Project Scope based on completing Post Rd to the intersection with SR 142:

Post Rd 4.2 Miles FDR, 2 foot widening $1,274,011

GDOT 2020 LMIG Funds Received $613,916

Required 30% County Match $184,175

Minimum Total Project $798,091

Commissioner Luke motioned to complete bid out Post Road, 2.7 miles, full depth reclamation with 2 foot widening and also put out 4.2 miles FDR with 2 foot widening. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 8: Request approval to close bank accounts for the Senior Center - CDBG Grant**: Mr. Dennis Pate stated Senior Center CDBG Grant Project is now completed. All banking activity for the project has been finalized, and the referenced bank accounts are to be closed as part of the final close out requirements under the grant. The Draw and Local account presently have a zero account balance. He stated that he is seeking approval to close out the two accounts. Commissioner Jernigan motioned to authorize the Finance Director to request Ameris Bank to close the Jasper County Senior Center CDBG Draw account and Jasper County Senior Center CDBG local account, and issue final bank statements for both. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 9: FY 2021 Budget Calendar Review and Approval:** Mr. Pated stated that he is seeking the board’s approval for the FY2021 budget calendar subject to necessary changes. Commissioner Pennamon motioned to approve the budget calendar as presented. Commissioner Luke seconded the motion, passed unanimously.

**Item 10: FY 2020 2nd Quarter Financial Report:** Mr. Pate presented the second quarter financial report. He stated that six months in the total Revenue collected $9,036,890. Expenditures totaled $5,260,228. Mr. Benton asked Mr. Pate to check on LOST amounts.

**Item 11: Capital Improvements Element and STWP Annual Update for FY 2019 – Adoption:** Mr. Benton presented the CIE update. Commissioner Stunkel motioned to adopt the Resolution for the 2019 Capital Improvements Element and Short Term Work Program Annual Update as presented. Commissioner Jernigan seconded the motion, passed unanimously.

**Item 12: Jasper County Voter Precinct Locations Required Electrical Upgrades – Quotes:** Commissioner Henry stated that he and county Manager Mr. Benton had worked together to get quotes. They contact Bluebird and Yoder Electric for quotes. Commissioner Pennamon motioned to accept the low bid from Blue Bird Electric in the amount of $9,650. Commissioner Jernigan seconded the motion, passed unanimously.

In regards to the security for the voting precincts, Mr. Benton stated that the county would pay 25% and the state would pay the remaining 75%. The total for the security is $10,925. The county would pay to total cost up front and then be reimbursed by the state. The net amount that the county will have to pay is $2,731.25. Commissioner Stunkel motioned that we expend the $10,925 for the mandated security measures for voting, Commissioner Pennamon seconded the motion, passed unanimously.

**Item 13: Work Sessions Prior to Board Appointments**: Chairman Henry stated that there are several board appointments coming up. As we get letters in it would be better to get together to discuss the letters prior to the actual meetings. These meetings will be scheduled as needed.

**Item 14: Public Works work schedule:** Commissioner Luke stated that he is basing this request on the call volume. He asked would it be better if we had some Friday coverage. He stated that he is suggesting authorizing overtime and altering the schedule for Public Works. Commissioner Jernigan stated that it is understanding that the 4 day/10 Hours exist because of the logistics to move the crew to where the equipment is and to bring equipment back to the yard every day. Mr. Preston Campbell stated that the schedule was in place prior to him being director. He also stated that you get more work done with the equipment by having the ten hour days. Commissioner Pennamon questioned whether it would be possible to go ahead and authorize overtime. Mr. Campbell stated that he have some employees that works at the landfill on Friday and Saturday. Chairman Henry stated that we should track the work that is completed on Fridays so that we can see how effective the Friday work is done. Commissioner Jernigan motioned to approve overtime for Public Works and have the County manager and Public Works Director to work on addressing the challenges in scheduling, equipment, and labor in the department. Commissioner Luke seconded the motion, passed unanimously.

**County Attorney Items:** Attorney Ozburn stated that the plat approval process may need addressing. He stated that there is not an urgent need to do that right now but he wanted to put it on their radar. He stated that this would have to be a planning Ordinance change.

**County Manager Items**: Mr. Benton stated that they have the pre-bid meeting for the Courthouse bidding. Representative Holmes has confirmed that she have everything that she needs. The Public Facilities Authority should be in committee this week. House Bill 276 is dealing with sales tax collected on online platforms such as Amazon and EBay. House Bill 779 deals with the TAVT tax change.

**Citizens Comments:**

Mr. Elvin Eshelman stated that he owns the Vanilla Bean. He stated that there is a very small amount of convenient parking. He stated that he heard that the nine spaces next to the courthouse will be dedicated only to courthouse employees. He stated that Five Loaves is not attached to The Vanilla Bean in any way. He stated that if the parking lot gets posted for courthouse employees only that it’s marked in some way that it’s Monday through Friday so that his employees can at lease use the spots on the weekend.

Tracy Norton- 202 Wehunt Drive, Monticello, Ms. Norton spoke about a goal for Affordable Housing. Their average income is $1200 which is poverty level. She stated that she would like to see us more aggressive in providing affordable housing.

**Executive Session:**

None

Adjourn:

Commissioner Jernigan motioned to adjourn the meeting at 8:30 pm. Commissioner Stunkel seconded the motion, passed unanimously.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bruce Henry, Chairman

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sharon Robinson, Clerk