**Jasper County Board of Commissioners**

**September 14, 2020**

**Regular Meeting Minutes**

**6:00 P.M.**

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

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

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

**Pledge of Allegiance:**

**Invocation:** District 4- Vice Chair, Commissioner Gerald Stunkel

**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 August 3, 2020 Regular Meeting and August 17, 2020 Called Meeting. Commissioner Stunkel seconded the motion, passed unanimously.

**Check Register:** Commissioner Jernigan motioned to approve the check register check numbers 59134- 59468. Commissioner Stunkel seconded the motion, passed unanimously.

**Contracts:** Commissioner Jernigan motioned to approve the NEGRC Area on Aging FY 2021 Contract for the Senior Center. Commissioner Stunkel seconded the motion, passed unanimously.

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

Mr. Shane Sealy stood before the board to present Application number 2020-MNR-001 for a Minor Subdivision plat located on Jackson Lake Road and Pine Tree Road. The properties are owned by Key-Bridges Holdings LLC and are located on Jasper County Tax Map 025F parcels 050-LL1, 050-LL2, 050-LL3. They are asking to divide a parcel into five separate parcels with four homes. The land is being leased to the homeowners. Key –Bridges Holdings own the land and the home owners own the homes on the land. The parcels meet the minimum requirements and the road frontage requirements. Key Bridges wants to sell the land to the homeowners.

Mr. Thomas Combs stood before the board. He stated that his family has owned a home on this property for over 50 years.

Mr. Bob Cooper stood before the board and thanked them for their service. He stated that they are giving the families to properly and professionally establish property lines.

Commissioner Luke asked if all of the property owners have committed to purchasing. He also asked if any of the homes share a driveway.

Mr. Sealy stated that this went before the P&Z board on August 20th and they recommended approval 4-0.

Mr. Sealy stood before the board to present the second public hearing for Application number 2020-SU-001 for a request for a burial plot plan at 7745 Hwy 212 West by Darrell Young. Mr. Young owns over 300 acres. He plans to use his current asphalt driveway. This went before the P&Z board and was passed 4-0.

Mr. Young stood before the board. He stated that he bought land in the county about 21 years ago. He stated that he and his wife want to be buried on their land.

Commissioner Jernigan motioned to close Public Hearing at 6:13 p.m. Commissioner Stunkel seconded the motion, passed unanimously.

**Commissioner’s Items:**

**Commissioner Luke**- Commissioner Luke noted that he has received a request to extend the building permit for more than the current six months. He suggested that the permits be valid for nine months. Mr. Sealy stated that he feels that concern is valid and he doesn’t think it’s a bad idea to extend the timeframe. After discussion it was decided that Mr. Sealy would prepare something. He also asked for update on Pitts Chapel Bridge. Mr. Benton stated that it is in Newton County Attorney’s hand.

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

**Commissioner Jernigan**- Commissioner Jernigan stated that he would like to remind everyone in the county to make sure they complete the Census. As of right now Georgia is the second worst state in the nation for completing the Census. He reminded that completing the Census is how many programs get funded.

**Chairman Henry-** Chairman Henry reminded citizens as well about completing the Census. He also reminded the audience on Facebook about being respectful.

**Executive Session:** Commissioner Jernigan motioned to go into Executive Session to discuss potential litigation and personnel matters at 6:19 p.m. Commissioner Stunkel seconded the motion, passed unanimously.

Commissioner Stunkel motioned to come out of Executive Session and back into the Regular Meeting at 7:01 p.m. Commissioner Jernigan seconded the motion, passed unanimously.

Regular Agenda:

**Item 1: Request for Cemetery Plot on 36.57 Acre Tract – Darrell Young:**

Chairman Henry stated that there is a request to place a cemetery Plot for Mr. Darrell Young which was heard earlier in the Public Hearing.

Commissioner Luke motioned to approve the request for Mr. Young to place a cemetery on a tract of his property. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 2: Alcovy Shores Water and Sewer Authority Board Appointment:** Mr. Anthony (Bobby) McDaniel stood before the board to introduce himself. He stated that he has lived in the area since 2000 and has served on the board before. Commissioner Luke motioned to appoint Mr. Anthony McDaniel to the Alcovy Shores Water and Sewer Authority Board for a four-year term, expiring September 2024. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 3: Tax Assessors – Mapping and Aerial Photo Contracts**:

Lynn Bentley stood before the board to explain her contract request. She is requesting to do a three year contract with the current mapping company. She stated that this will get us a lower rate. We have used this company for one year. She stated that the county attorney has looked over the contract.

Commissioner Jernigan made motion to approve Mapping Contract with Geoview for FY2021, FY2022, and FY20203. Commissioner Stunkel seconded the motion; passed unanimously.

Ms. Bentley stated that the Pictometry Contract will benefit the Emergency Services as well. She stated that there is an online platform that the Sheriff’s Department as well as Fire Department can use. We would get new aerials every three years. There will be better resolution.

Commissioner Stunkel motioned to approve Aerial Photo Contract with Pictometry International Corporation for FY2021 to FY2027; Commissioner Jernigan seconded the motion, passed unanimously.

**Item 4: Senior Center Fundraiser – Budget Amendment for FY 2020:**

Finance Director. Dennis Pate stood before the board to present budget amendments for the Senior Center. Mr. Pate stated that the first one is for the Fund Raising.

Commissioner Luke made motion to approve the senior center fundraiser budget amendment #09.14.2020-1 for FY2020 of $3,276.19. Commissioner Stunkel seconded the motion; passed unanimously.

**Item 5: Senior Center NEGA RC AAA Budget Amendment for Reimbursed Expenses FY 2020:**

Mr. Pate presented the revenue from AAA. They allot a special pool of money throughout the year for certain things and then reimburse the costs.

Commissioner Jernigan made motion to approve Budget Amendment #09.14.2020-2 in the amount of $2,437.09 for reimbursed revenue and expenses. Commissioner Stunkel seconded the motion; passed unanimously.

**Item 6: Senior Center Budget Amendment – Program Fees FY 2020:**

Mr. Pate stated that the Senior Center received more program revenue than was initially budgeted.

Commissioner Jernigan motioned to approve the Senior Center FY20 budget amendment #09.14.2020-3 of $1,209 for Program Fees Revenue. Commissioner Luke seconded the motion; passed unanimously.

**Item 7: Senior Center Coordinated Transportation Budget Amendment FY 2020:**

Mr. Pate stated that the Senior Center gets increase throughout the year from the Regional Commission.

Commissioner Jernigan motioned to approve the senior center Coordinated Transportation Budget Amendment #09.14.2020-4 for FY20 in the amount of $2,721. Commissioner Luke seconded the motion; passed unanimously.

**Item 8: Jasper County CARES Act Contract FY 2021 – Senior Center:**

Ms. Robinson stated that the Senior Center received funds from the CARES Act. The contract has been seen by the county attorney.

Commissioner Luke wants to know the cost of the meals that we will be reimbursed. Commissioner Jernigan motioned to table until October 5th meeting. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 9: Recreation - Budget Amendment FY 2020 Fundraiser Revenue:**

Mr. Pate stated that the Recreation Department did some fund raising and wants the amount added to their budget.

Commissioner Jernigan motioned to approve the FY 2020 Budget Amendment #09.14.2020-5 increasing Recreation Fundraising Revenue GL # 100-600-06100-00034-347510 in the amount of $6,965.00 and Increasing Recreation Fundraising Activities GL # 100-600-06100-00057-536000 in the amount of $6,965.00. Commissioner Luke seconded the motion, passed unanimously.

**Item 10: FY 2020 Year End Budget Amendments:**

Mr. Pate presented the budget amendment requests for multiple departments. Finance has prepared budget amendments for FY2020 for approval for the following departments:

GENERAL FUND

Board of Commissioners - #2020.09.14 A - $8,200 (offset by increased GEMA & EMS revenue)

Superior Court - #2020.09.14 B - $10,800 (offset by increased Clerk of Court revenue)

District Attorney - # 2020.09.14 C - $1,750.00 (offset by increased TAVT revenue)

Magistrate Court - # 2020.09.14 D - $12,050.00 (offset by increased Clerk of Court revenue of $1,257.00 and increased TAVT revenue of $10,793.00)

Juvenile Court - # 2020.09.14 E - $725.00 (offset by increased Clerk of Court revenue)

Government Buildings - # 2020.09.14 F - $24,100.00(offset by increased TAVT revenue)

Public Works - #2020.09.14 G - $55,000.00 (offset by increased TAVT revenue)

Planning and Zoning - # 2019.09.09 H - $21,100.00 (offset by increased P&Z Revenue)

Commissioner Stunkel motioned to approve General Fund Budget Amendments #2020.09.14 A-H. Commissioner Jernigan seconded the motion; passed unanimously.

Mr. Pate presented budget amendments for the Special Funds & Capital.

SPECIAL FUNDS & CAPITAL

Drug Fund 225 I - $540.00 (offset by fines revenue)

Impact Fee Fund 280 J - $10,900.00 (offset by impact fee revenue)

Capital Fund 351 K- $48,161.50 (Capital Fund - Fund Balance)

CDBG Health Department Fund 370 L - $477,500.00 (offset by grant revenue)

Landfill Fund 540 N - $67,000.00 (Fund Balance)

Curbside Fund 541 O - $9,225.00 (offset by increased curbside revenue)

Mr. Benton stated that there are some funds out there that we may be able to get. Commissioner Luke stated that we need to start looking into it. Chairman Henry stated that in talking about the landfill we need to start a discussion on the closure.

Commissioner Luke motioned to approve as presented Special Funds and Capital Budget Amendment # 2020.09.14 I-O. Commissioner Stunkel seconded the motion; passed unanimously.

**Item 11: FY2020 Audit Engagement – Clifton, Lipford, Hardison, & Parker, LLC:**

Mr. Pate stated that Mr. Hardison has presented a letter to perform the FY 2020 audit. The cost proposed $32,000-$37,000. We will have to have a single audit. Mr. Pate stated that we are seeking the board’s approval for the chairman to sign the letter.

Commissioner Stunkel motioned to approve County Manager Mike Benton to execute the FY2020 Audit Engagement letter for Clifton, Lipford, Hardison, & Parker to perform the FY2020 Audit of Jasper County, Georgia. Commissioner Jernigan seconded the motion; passed unanimously.

Chairman Henry questioned if it was time to look at doing a RFP for auditors.

**Item 12: Tractor and Boom Mower Attachment Equipment Status:**

Mr. Benton stated that Public Works usually maintains the roads with two Bush Cutters. Our current equipment is all worn out. Bush cutter one transmission is shot and bush cutter two’ engine is shot. He stated that he is requesting approval to seek bids for this equipment.

Commissioner Jernigan motioned to authorize Staff to obtain bids for options 1 and 2 with specifications, and obtain quotes for lease purchasing. Commissioner Luke seconded the motion; passed unanimously.

**Item 13: Gradall Excavator Equipment Status:**

Mr. Benton stated that that we have a Gradall XL 4100 that is 20 years old. The engine is worn out. He stated that this equipment needs to be replaced because it’s so costly to repair. Bank South’s lease rate is 2.41% over 60 months.

Mr. Benton stated that at this time we have a small backhoe that is trying to keep up with the work of a Gradall. We could have delivery of the equipment within a few days. Mr. Benton stated that they will give us $6,500 on the trade-in.

 Commissioner Jernigan, motioned to approve a Lease/Purchase of a new 2020/2021 Gradall XL 4100 V Excavator from Tractor & Equipment Company for the net selling price of $403,800 with specs as stated, with financing from Bancorp South at 2.41% interest for 60 months, with a monthly payment of $7150.37. Commissioner Luke seconded the motion; passed unanimously.

Commissioner Stunkel questioned if a maintenance program would be put in place for these. Mr. Benton stated yes.

Chairman Henry requested that the County Manager get TEC to come out and do the service on the equipment for at least the first year.

Commissioner Luke motioned to use Fund Balance to fund the purchase of Gradall and limb shear. Commissioner Jernigan seconded the motion; passed unanimously.

**Item 14: Public Works Shop Building Bid Project:**

Mr. Benton stated that back in March we received three bids for the Public’s Work Shop.

Bids received on March 24, 2020

SteelCo Buildings, Inc. $458,400.00

Peak Steel Contractors, Inc. $507,330.00

Sunbelt Builders $566,008.32

Mr. Benton stated that we reached back to the original bidders.

Final Bid Proposals

SteelCo Buildings, Inc. $463,236.00 (adjusted up by $4836.00)

Peak Steel Contractors, Inc. $507,330.00

Sunbelt Builders $566,008.32

Mr. Robert Jordan stood before the board to present the options for the Public Works Shop. He stated that we started the process a little over a year ago. Transition was taken into consideration as well. There will be a new septic system. It’s a 4800 sq. ft. building. A diversion has been created to for the storm water from the Sheriff’s office location. The bid was broken into two pieces. Two bays are drive through. There is are 20 ft. approach pads to the building and 15 ft. on the exit. There will be four conventional and one handicap parking spaces. Geotechnical borings were done prior and they came back without any issues. Mr. Benton stated that he spoke with SteelCo about adding skylights. If we add skylights there will be an addition of $3,025 for six lights. Commissioner Luke ask if there will be a wash down area for the equipment. Mr. Jordan stated that this building is not designed for it. He also stated that the erosion permit is still valid.

Commissioner Stunkel motioned to award the bid for Design-Build Construction for the Jasper County Public Works Shop to SteelCo Buildings, Inc. in the amount of $463,236.00, Commissioner Jernigan seconded the motion, passed unanimously.

Commissioner Stunkel, motioned to use 2012 SPLOST Allocation for Public Works in the amount of $138,717 to start with and then come back and decide the other funding. Commissioner Jernigan seconded the motion; passed unanimously.

**Item 15: County Surplus Equipment Sale:**

Chairman Henry stated that we have the auction going on. Mr. Benton stated that the biggest thing is to make sure that the equipment is actually available to auction. Ms. Robinson stated that we did checks and requested titles where needed. Mr. Benton stated that the auction site is bidderone.com.

Commissioner Jernigan motioned to give staff approval to surplus the attached equipment lists, and purchase the 2010 Ford Chassis box back from the Board of Education for $1 (one dollar). Commissioner Stunkel seconded the motion, passed unanimously

**Item 16: Schedule Work Sessions:**

The commissioners agreed to have a Work Session on Monday, September 21st at 6:00 p.m. to discuss the Public Facilities Authority and the 2021 CDBG Program.

**County Attorney Items: None**

**County Manager Items**: None

**Citizens Comments:**

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

Adjourn:

Commissioner Jernigan motioned to adjourn the meeting at 8:59 p.m. Commissioner Stunkel seconded the motion, passed unanimously.

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Bruce Henry, Chairman

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Sharon Robinson, Clerk