

EFFINGHAM COUNTY
BOARD OF COMMISSIONERS MEETING
February 7, 2018

The Board of Commissioners of Effingham County, Georgia, Mr. Forrest Floyd, Mrs. Vera Jones, Mr. Jamie Deloach Vice-Chairman, Mr. Reginald Loper and Mr. Phil Kieffer met in regular meeting 5:00 pm on Tuesday, February 7, 2018 in the Commissioners Meeting Room at the Effingham County Administrative Complex. Mr. Wesley Corbitt was absent for this meeting.

PERSONS ATTENDING THE MEETING

Mr. Steve Davis – County Administrator, Mr. Edward Newberry - County Attorney, Mrs. Stephanie Johnson – County Clerk, Mrs. Fiona Charleton – Purchasing Agent, Mrs. Christy Carpenter, Mrs. Vicki Dunn – HR Director, Mr. Thomas Kilmartin-Finance Director, Mr. R.C. Barenchik – Zoning Administrator, Mr. Clint Hodges – Fire/EMA Director, Mr. Scott Lewis-Magistrate Judge, Mr. Tony Chiariello, and Mr. Jack Garvin

I - CALL TO ORDER

Vice Chairman Loper called the meeting to order at 5:03 pm

II - INVOCATION

Commissioner Jones gave the invocation.

III - PLEDGE TO THE AMERICAN FLAG

The Pledge was sounded in unison.

Vice Chairperson Loper introduced the new Finance Director Thomas Kilmartin. Finance Director Kilmartin shared words of appreciation for the opportunity.

IV - AGENDA APPROVAL

Commissioner Deloach made a motion to approve the agenda as read. Commissioner Floyd seconded the motion. The motion carried unanimously.

V - MINUTES

Commissioner Deloach made a motion to approve the minutes of the January 16, 2018 Commission meeting minutes as written. Commissioner Floyd seconded the motion. The motion carried unanimously.

VI - PUBLIC COMMENTS

Vice Chairperson Loper stated public comment should be limited to agenda items only.

VII - CORRESPONDENCE

Vice Chairman Loper explained all correspondence and documents from the meeting are located in the Clerk's office and on the Board of Commissioner's website.

VIII – CONSENT AGENDA

Commissioner Deloach made a motion to approve the following Consent Agenda items: (1) to renew the MOU between Effingham County Board of Education and the Board of Commissioners for ambulance services; and (2) to renew a Service Order with Stamps.com. Commissioner Kieffer seconded the motion. The motion carried unanimously.

IX – OLD BUSINESS

DISCUSSION ON HONORING NOEL B. KESSLER AND INITIATING A POLICY TO HONOR DECEASED EMPLOYEES (01):

County Administrator Davis explained Staff would like to establish a committee and derive a sound policy.

Commissioner Jones made a motion to remove this item from the agenda to allow Staff more time to gather information. Commissioner Deloach seconded the motion. The motion carried unanimously.

X- NEW BUSINESS

CONSIDERATION TO APPROVE THE FY 2017 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) APPLICATION/AGREEMENT BETWEEN THE GEORGIA EMERGENCY MANAGEMENT & HOMELAND SECURITY AGENCY (GEMA/HS) AND EFFINGHAM COUNTY (01):

EMA Director Hodges explained this is an annual grant to be used against the salary of the EMA director. The project consists of \$10,015.00 Federal Base Award. The total project cost is \$20,030.00; Effingham County is a categorized as a Tier 4 therefore local match would be \$10,015.00.

Commissioner Floyd made a motion to approve the submittal of the 2017 EMPG Performance Partnership Grant Application. Commissioner Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A NON-RESIDENTIAL GAS EXTENSION CONTRACT WITH ATLANTA GAS LIGHT FOR THE ANIMAL SHELTER (02):

Purchasing Agent Charleton explained In order to provide a more efficient and constant heat source to the Animal Shelter, Atlanta Gas Light can install a non-residential gas line extension.

A contract is required with Atlanta Gas Light for the gas line extension. There is no upfront cost to this new line.

Contract stipulates that within one year after service is commenced AGL will determine if the estimated annual revenue has been met, and the County may be liable for up to the cost to serve, or credit adjustments. The estimated annual revenue for this contract is \$411.80.

Contract stipulates that the County is anticipating using the service for approximately 10 years.

AGL will own all gas lines and mains used to serve our location. The County has the option of using any service provider. The heaters from the old fleet maintenance building will be moved to the Animal Shelter. The County Attorney has reviewed and approved the contract.

Commissioner Floyd made a motion to approve of the Non-Residential Gas Extension Contract with Atlanta Gas Light for the Animal Shelter. . Commissioner Jones seconded the motion.

The motion carried unanimously.

CONSIDERATION TO APPROVE AN AGREEMENT WITH USI INSURANCE SERVICES (03):

Human Resources Director Dunn explained this agreement outlines the scope of work to be performed by the company. USI was approved as our Agent of Record last year. The agreement has been reviewed by the County Attorney; minor changes proposed are as follows: the agreement shall allow for two (2) additional one year periods, includes 90 day written notice to terminate by either party and should any legal action be necessary they will be addressed under Georgia law

Commissioner Deloach made a motion to approve the agreement with USI Insurance Services to provide services as noted in the Scope of Work. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A RESOLUTION REQUESTING THE TRANSFER OF PROCEEDS FROM THE IDA REVENUE BONDS (04):

County Administrator Davis explained the revenue bonds were refinanced to payoff GEFA loans. The resolution is to move the funds over to an operating account to pay for various water and sewer projects.

Commissioner Deloach made a motion to approve to authorize the Chairman to sign the Resolution. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A RESOLUTION TO AMEND THE 2017/2018 BUDGET FOR COMPLETION OF THE ATLAS RESERVOIR (05):

County Administrator Davis explained this budget amendment will allow for additional water testing, surveying and moving forward with permitting for the reservoir through the Environmental Protection Division in the amount of \$250,000.

Commissioner Floyd made a motion to approve the budget amendment for 2017-2018.

Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A FINAL PLAT AND A DEED ACCEPTING INFRASTRUCTURE FOR CLOVER POINTE AT BELMONT GLEN, PHASE 2E (06):

Zoning Administrator Barenchik explained Clover Pointe Development, LLC requests final plat approval of Clover Pointe at Belmont Glen Phase 2-E Subdivision, located off Hodgeville Rd. Said subdivision consists of 35 lots. Water and Sewer is provided by Effingham County.

Public Works and Engineering staff inspected the roads, water, and storm drainage infrastructure within the subdivision and all punch list items have been addressed and recommend approval.

The infrastructure maintenance security (for \$31025.10 10% of the estimated value of the infrastructure) was submitted to the county. The warranty deed was reviewed and approved by the County Attorney.

Commissioner Jones made a motion to approve the request as presented. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A FINAL PLAT AND A DEED ACCEPTING INFRASTRUCTURE FOR GREENBRIAR SUBDIVISION, PHASE I (07):

Zoning Administrator Barenchik explained Bill Wasden requests final plat approval of Greenbriar Subdivision Phase 1, located off Hwy 17. Said subdivision consists of 11 lots. Water will be provided via a community well system to be dedicated to Effingham County and Sewer is provided by individual private septic systems.

Public Works and Engineering staff inspected the roads, water, and storm drainage infrastructure within the subdivision and all punch list items have been addressed and recommend approval. The infrastructure maintenance security (for \$58,500 10% of the estimated value of the infrastructure) was submitted to the county. The warranty deed was reviewed and approved by the County Attorney.

Commissioner Floyd made a motion to approve the final plat for Greenbriar Subdivision Phase 1 and accept the infrastructure in it. Commissioner Jones seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A REVISED FINAL PLAT FOR JACKSON RUN SUBDIVISION (formerly Windsor Forest Subdivision, Phase 1) (08):

Zoning Administrator Barenchik explained Boomer Homes, Inc. requests a revised final plat approval of Winsor Forest Subdivision Phases I to change the name to Jackson Run Subdivision. No changes are being made to any of the lots. The only requests are to change the name from Winsor Forest to Jackson Run and change the three road names.

Commissioner Floyd made a motion to approve the revised final plat of Jackson Run Subdivision, Phase I. Commissioner Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SPRINGFIELD AND EFFINGHAM COUNTY BOARD OF COMMISSIONERS FOR A LIFT STATION TO SERVICE THE CLARENCE E. MORGAN COMPLEX (09):

County Administrator Davis explained there was a late revision request by the Springfield's attorney on the documents for New Business items# 10 & 11. Staff would like to request items 9, 10 and 11 be tabled until the next Commission meeting.

Commissioner Deloach made a motion to approve to table New Business item# 9, 10 and 11 to the February 20, 2018 Commission meeting. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A DEED CONVEYING A LIFT STATION LOCATED AT RALPH RAHN ROAD TO THE CITY OF SPRINGFIELD (10):

This item was tabled to the February 20, 2018 Commission meeting.

CONSIDERATION TO APPROVE AN EASEMENT ENCROACHMENT AGREEMENT BETWEEN THE CITY OF SPRINGFIELD AND THE EFFINGHAM COUNTY BOARD OF COMMISSIONERS FOR SIGNAGE AT THE CLARENCE E. MORGAN COMPLEX (11):

This item was tabled to the February 20, 2018 Commission meeting.

XI – REPORTS FROM ADMINISTRATIVE STAFF & COMMISSIONERS

County Administrator Davis discussed the following:

- **Winter Storm – Ash Road damage report**
Equipment and material ordered
Test Results – Lab results came back good with all 20 samples meeting EPA standards
Paving to begin Feb 19th - Road List attached
- **Atlas Update –**

Surface Items: All buildings and dirt removed. Staff removed approx. 230 truckloads and over 4,000 tons. Only remaining item is to hydro seed the area.

Water Testing: Based on these results the water meets EPA standards for treatment, the sizing of the filtration units may be smaller than the concept design and some capital costs may be reduced as well.

Ecology Testing will be done this week – 3 bores, 100 feet each

Hydrology testing pending ecology testing

- **Atlantic Waste** – transition is in process. All trucks are in and dry run training has begun. Cans have been distributed. PR campaign in place. Mr. Ben Wall gave an update on the activity in the field related to delivery and the dry runs in the County.
- **OmniTrax Industrial Park** – After sending letter GEDA and giving clarification on waste water plans we were able to obtain GRAD certification on the property. This is Georgia Ready Accelerated Development. This is important for companies and industry moving to the area and will give us a great advantage as it also pulls the property to the top of the list for the State Department of Economic Development and they will help solicit buyers for the property.
- **Food Services** – Trinity terminated contract and we have sent out RFP for new provider and/or in house possibility - will be on next agenda
- **Certified Professional Manager (CPM)** – Carl Vinson Institute has many levels of professional development and as promised I would continue to grow and expand my local government knowledge through continuing education. This CPM program is from Jan until Oct with a graduation ceremony in November.
- **Development Services** – we have moved our building department, zoning and engineering into the building next the Effingham County Museum. This consolidation will help enhance the services by consolidating all of the needs (except State Health and Environmental Services) of builders and developers in one location. We will maintain water, sanitation, and business licensure for our residents at the front window of the Admin Building.
- **Sports complex**
Batting cage - construction has begun and foundation is complete

Josh Reddick Stadium – all engineering is complete, bleachers have been ordered, turf has been ordered, and site work has begun including foundation pouring today
- **New Finance Director** – Tom Kilmartin is here and starting fast
- **Auditors** – spoke with auditors, no findings at this time

County Clerk Johnson discussed the following:

- **EOM Monthly Report**
The report for December has been provided.
- **EMS Quarterly Report**
For October – December 2017 has been provided.
- **Recycle Cart Fee**
Atlantic Waste will be charging a fee of \$4.00 per month or \$48.00 per year for additional recycle carts, board to consider a fee in the resolution

Commissioner Kieffer discussed the following:

- **Brewing Business**
A citizen asked about the process for having a brewery on residential property
- **OMINI Trax – McCall Road Improvements**

C.J. Chance with Thomas & Hutton stated plans will be delivered to the County March 2nd, followed up by a meeting

Commissioner Deloach discussed the following:

- **Election Software**

When will it be ready for use, County Administrator Davis stated it should be ready by the November election

XII – EXECUTIVE SESSION

At 5:46 pm, Commissioner Kieffer made a motion to enter executive session to discuss Personnel, Property and Pending Litigation. Commissioner Deloach seconded the motion. The motion carried unanimously.

RECONVENE

At 6:23 pm, Commissioner Deloach made a motion to go back into regular session. Commissioner Kieffer seconded the motion. The motion carried unanimously.

XIII - EXECUTIVE SESSION MINUTES


Commissioner Deloach made a motion to approve the January 16, 2018 executive session minutes as read. Commissioner Jones seconded the motion. The motion carried unanimously.

XV - ADJOURNMENT

There being no further business, at 6:23 pm, Commissioner Deloach made a motion to adjourn the meeting. Commissioner Kieffer seconded the motion. The motion carried unanimously.



WESLEY M. CORBITT, CHAIRMAN



STEPHANIE JOHNSON, COUNTY CLERK