

# EFFINGHAM CO. BOARD OF COMMISSIONERS

EFFINGHAM COUNTY, GEORGIA



REGULAR SESSION MEETING MINUTES

April 19, 2022

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The Board of Commissioners of Effingham County, Georgia, Mr. Wesley Corbitt, Mr. Forrest Floyd, Mr. Roger Burdette, Mr. Jamie Deloach, Reginald Loper and Phil Kieffer met in regular session at 5:00 pm on Tuesday, April 19, 2022 in the Commissioners Meeting Chambers at the Effingham County Administrative Complex located at 804 South Laurel Street Springfield, Georgia 31329.

## **STAFF PARTICIPATION**

Mr. Tim Callanan – County Administrator, Mr. Edward Newberry – County Attorney, Ms. Stephanie Johnson – County Clerk, Mr. Eric Larson – Assistant County Manager, Mr. Clint Hodges – Fire Chief & EMA Director, Ms. Tasheena Shiggs – Deputy County Clerk, Mr. Chris Reed – IT Director, Mr. Matthew Cruikshank – Deputy Director of IT, Mrs. Teresa Concannon – County Planner, Mr. Mark Barnes – Finance Director, Mrs. Alison Bruton – Purchasing Agent, Mrs. Sarah Mausolf – HR Director, Ms. Pamela Melser – GSI Coordinator, and Mr. Brad Clement – Development Services Director

## **CITIZEN PARTICIPATION**

Mr. Al Thomson, Ms. Sheila Seymour, and Mr. Tony Chiariello

## **PARTICIPATION VIA TELECONFERENCE**

None announced.

## **I- CALL TO ORDER**

Chairman Corbitt called the meeting to order at 5:05 pm

## **II- ROLL CALL**

Wesley Corbitt, Chairman

Forrest Floyd

Roger Burdette

Jamie Deloach, Vice Chair

Reginald Loper

Phil Kieffer

## **III – INVOCATION**

Commissioner Burdette provided the invocation.

## **IV- PLEDGE TO THE AMERICAN FLAG**

The pledge was sounded in unison.

## **V – AGENDA APROVAL**

County Clerk Johnson stated Old Business #1 and New Business #18 will be removed from the agenda.

Vice Chair Deloach made a motion to approve the agenda with the note changes. Commissioner Kieffer seconded the motion. The motion carried unanimously.

#### **VI - MINUTES**

Vice Chair Deloach made a motion to approve the April 5, 2022 regular Board of Commission meetings minutes. Commissioner Burdette seconded the motion. Commissioner Loper abstain. The motion carried.

#### **VII- PUBLIC COMMENTS**

Chairman Corbitt stated comments shall pertain to agenda items only, you must speak clearly into the microphone and state your full name for the record.

#### **VIII- CORRESPONDENCE**

Chairman Corbitt stated documents from this meeting are located in the Clerk's office and on the Board of Commissioner's website.

#### **IX - CONSENT AGENDA**

Commissioner Loper made a motion to approve the following Consent Agenda items: **(1)** Consideration to renew an MOU between the Sexual Assault Response Team and the Effingham County Correctional Institution for forensic examination services. **(2)** Consideration to approve new lease agreements with FP Mailing services to allow for new meters at multiple locations. **(3)** Consideration to approve to ratify and affirm acceptance of a Grant Award from the Georgia Public Library Service for the Major Repair & Renovation Grant **(4)** Consideration to approve to submit a Grant Application to Firehouse Subs Public Safety Foundation **(5)** Consideration to approve Quote #Q-57678 from ESO for additional software for EMS. Commissioner Burdette seconded the motion. The motion carried unanimously.

#### **X - OLD BUSINESS**

##### **CONSIDERATION TO APPROVE A RAILROAD CROSSING CLOSURE AT DEWITT ROAD *(THIS ITEM WAS POSTPONED FROM THE 03/15/2022 MEETING)* (1):**

This item was removed at agenda approval.

#### **XI- NEW BUSINESS**

##### **PRESENTATION OF THE FISCAL YEAR 2021 AUDITED FINANCIAL REPORT BY LANIER, DEAL & PROCTOR (1):**

Finance Director Barnes prepared a PowerPoint of key takeaways from the auditor's statements which where: Revenues, Expenditures, Fund Balances and Investments, Highlights and Accomplishments, and Summary of Audit Results.

Auditor, Kay Proctor explained the government wide financial statement which

includes capital assets and long-term debt. In assets, there is a total of \$2,246,000, \$118,000 in current assets and a \$128,000,000 in capital assets. The liability total is \$85,000,000, current liability is \$27,000,000, total long term liability is \$58,000,000. Net position is \$160,724,000. With that, there is approximately a \$100,000 invested in capital assets. Unrestricted fee of \$30,097,000.

Statement of activities: total primary government expenses \$68,447,000. A net out of fines, fees, and charges for services of approximately \$22,000,000. \$4,000,000 in operating grants and contributions. \$2.8 million in capital grants and contributions. That will leave the net expense to be covered by general revenues of the County of approximately \$40,000,000. Total general revenues and transfer is \$55,161,000. A total increase in net position of \$15,436,000 and that is an increase of approximately 11 percent (%) from the prior year. The modified accrual basis which is a cash basis has a total fund balance of \$31,000,000. \$14.4 of that will be used for capital projects going into fiscal year 2022. Total expenditures for general fund for operations were 31,674,000.

The American Rescue Act is a new fund, there is 6.2 million dollars in cash. Unearned revenue of \$6,194,000. There was \$50,000 spent out of that fund for water and sewer type projects.

In capital assets additions, the first line item is land. The \$7,000,000 deduction on there is the basis in the grand view sale. The most significant change in long-term debt during the year was \$35,000,000 for the new bond that is within the TSPLOST fund.

Chairman Corbitt stated in water and sewer with retro treatment, we are losing approximately \$1.4 million, that is being funded through our cost recovery and our transfer in from the special district monies. This is something we need to be aware of.

For the water and sewer operating funds, there is a decrease in cash of 1 million dollars for the year but there is also 1.3 million dollars that was a purchase of capital assets and debt service. There was an increase in cash in the wastewater treatment plant of \$948,000 coming from capital cost recovery fees. There was a single audit that was due to the COVID-19 relief fund and there was \$2.5 million received in the last fiscal year.

#### **CONSIDERATION TO APPROVE TO TRANSMIT THE 2021 AUDITED FINANCIAL REPORT TO THE STATE OF GEORGIA (2):**

There was no discussion on this item.

Vice Chair Deloach made a motion to approve to transmit to the state of Georgia. Commissioner Loper seconded the motion. The motion carried unanimously.

#### **CONSIDERATION TO APPROVE RESOLUTION# 022-022 TO AMEND THE 2021-2022 FISCAL YEAR BUDGET (3):**

Finance Director Barnes explained this amendment will provide additional funding for the new magistrate court uniform. It will also have additional funding for coroner fees. This will also reallocate some existing EMS funding for the software and the GEMA grant revenue for the GEMA equipment grant.

Vice Chair Deloach made a motion to approve the Resolution to amend the budget for FY 2021-2022. Commissioner Floyd seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE FINAL DISTRIBUTION OF THE TRANSPORTATION SPECIAL LOCAL OPTION SALES TAX (TSPLOST) BOND PROCEEDS ALLOCATED FOR SPRINGFIELD AND GUYTON (4):**

Finance Director Barnes explained this request is to distribute the remaining TSPLOST bond proceeds to Springfield and Guyton, adjusted for those amount already received for the department of revenue. On August 3rd, the county disbursed twenty-five (25) percent of the bond proceeds that were set aside for Springfield and Guyton.

Commissioner Loper made a motion to approve to disburse funds to Springfield and Guyton. Commissioner Burdette seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE TO ACCEPT PARTICIPATION IN THE GEORGIA DEPARTMENT OF COMMUNITY HEALTH (DCH) TO JOIN IN THE GEORGIA MEDICAID FEE-FOR-SERVICE (FFS) GROUND AMBULANCE UPPER PAYMENT LIMIT (UPL) SUPPLEMENTAL PAYMENT PROGRAM (5):**

Finance Director Barnes explained this is for acceptance of funds from the department of community health. This was a grant-like supplement program with a formula amount based on past ambulance rides for Medicaid patients. The application was approved in April 2021. The payment for this has been electronically received, from the State by the County.

Commissioner Burdette made a motion to approve to accept participation in the GA Medicaid FFS Ground Ambulance UPL Supplemental Payment Program. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE ACCEPTANCE OF A GRANT AWARD AND A CONTRACT WITH THE AMERICAN KENNEL CLUB COMPANION ANIMAL RECOVERY CORPORATION (AKC REUNITE) CANINE SUPPORT AND RELIEF FUND (6):**

Finance Director Barnes explained this is a request of acceptance of the reward. The grant award is a 16 by 7-foot trailer to provide citizens with co-location shelters where people can remain with their pets in an event that we have to evacuate. This trailer will be stored at the dry waste collection site when not in use.

Commissioner Burdette made a motion to approve a grant award and contract with AKC Reunite. Vice Chair Deloach seconded the motion. The motion carried unanimously.

**PUBLIC HEARING ON THE CLOSURE OF RIGHT-OF-WAY OF LACEY TROWELL ROAD (7):**

Asst. Manager Larson explained a petition was given to the Board. There are only two (2) property owners and four (4) parcels, owned by the same family. There is no public benefit to this road. The section that is proposed to be closed off is from Josiah Morgan Road to Cloy-Shawnee. This will be a thirty (30) day commenting period, tonight is the first night. There is no right-of-way so this is just an abandonment of its maintenance. This is a County maintained road by prescriptive easement.

There were no public comments on this item.

Commissioner Burdette made a motion to approve the posting of the intent to close right-of-way and begin a public comment period. Vice Chair Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AN AGREEMENT WITH ESRI ENTERPRISE FOR THE ANNUAL RENEWAL INSTALLMENT PAYMENT (8):**

GSI Coordinator Melser explained this is a consideration to renew an installment payment. A third of the fee for enterprise license agreement allows data editing, mapping, and support several departments in the County with data and analytics. This software has been used for the past 14 years

Director of Development Services Clement explained this is one contract with two phases. The first phase was scanning of the actual plats in archives. This phase will be changing the scans into digital data that we can utilize for analysis.

IT Director Reed explained that a lot of the paper plans that we currently have go back to the 1970s.

Commissioner Loper made a motion to approve the ESRI License Agreement Annual Renewal Installment Payment. Vice Chair Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AMENDMENT# 1 FOR THE CONTRACT WITH CROWDERGULF FOR DISASTER DEBRIS REMOVAL (9):**

Purchasing Agent Burton explained the County currently has a pre-event contract in place for disaster debris removal with CrowderGulf. Along with a renewal for another year, they have requested a rate increase of 7.9 percent based on overall inflations.

Commissioner Burdette made a motion to approve Amendment 1 for the Contract with CrowderGulf for Disaster Debris Removal. Vice Chair Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AGREEMENT 22-55-001 WITH MCWRIGHT, LLC. FOR THE CONSTRUCTION OF GUYTON FIRE STATION #13 (10):**

Purchasing Agent Burton explained an invitation to bid (ITB) was posted in February requesting quotes for the construction of fire station #13 in Guyton. Four bids were received; the tabulations were given to the Board. Staff reviewed the proposal and recommends the reward to McWright.

Commissioner Burdette made a motion to approve of Agreement 22-55-001 for the construction of the Guyton Fire Station #13 with McWright, LLC for the amount of \$1,264,050.00. Commissioner Floyd seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A LIST FOR VEHICLES FOR ORDER FROM ENTERPRISE FLEET MANAGEMENT (11):**

Purchasing Agent Burton explained there are four (4) vehicles on this list. One for facilities maintenance, two for the Commissioner's department, and one that will replace the current POOL Traverse.

Vice Chair Deloach made a motion to approve of Vehicle orders for Facilities Maintenance, Board of Commissioners, and POOL Vehicles. Commissioner Loper seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE SERVICE AND CLIENT AGREEMENTS WITH NAYAX TO ALLOW FOR CREDIT CARD TRANSACTIONS FOR THE VENDING MACHINE IN THE ADMIN BUILDING (12)**

Purchasing Agent Burton explained this brand was recommended by the vending machine company. The processing fee per transaction is 5.95 percent (%) with a \$9.95 monthly fee for usage of the machine. There is a two tier option which would charge the machine \$0.10 per transaction, which would cover the cost of the processing fees.

Commissioner Burdette made a motion to approve of Service and Client Agreements with Nayax to allow for credit card transactions for the vending machine in the Admin Building. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE CREATION OF A PAVEMENT MANAGEMENT PROGRAM AND CONTRACT WITH FIRST STEP PAVEMENT MANAGEMENT TO CONDUCT AN ASSESSMENT OF ALL COUNTY ROADS IN THE AMOUNT OF \$57,000 (13)**

Assist. County Manager Larson explained Darrell Gardner will be making a short presentation to explain the one-step pavement management system.

Darrell Gardner with Ergon Asphalt and Emulsions explained their main goal is to give transparent pavement condition data. He presented a Pavement Regression Curve which explained Pavement Condition Index (PCI) with 100 meaning no deficiencies. A Pilot Project was performed for some County roads. While constructing this project, a dynamic segmentation was also completed. Dynamic Segmentation shows exactly when the road changes and it's all geo-located. Because of geo-location, the conditions that can be found are potholes, edge conditions, structural distresses, cracking data, and drainage issues.

Transparent, accountable data is when geo-located video allows for the County to click on any road in their network and virtually drive it. Video clarity gives the highest level of transparency and holds the data accountable. To keep up with all of the roads, an excel inventory, condition, and project workbook was created and a summary of Network Level Conditions Evaluation.

There was a breakdown of different types of road treatments. Rejuvenating Mass Crack treatment is used for extremely cracked up pavement. Cape seal is for roads that do not have a lot of structural problems. The cost is a combination of the data collection, the software, the support and the analysis, with a total of approximately \$50,000 every two (2) years.

The Board engaged in conversation with Darrell Gardner regarding the roads for years to come.

Vice Chair Deloach made a motion to postpone to 05/03/2022. Commissioner Floyd seconded the motion. The motion carried unanimously.

#### **CONSIDERATION TO APPROVE RATIFICATION OF THE LMIG 2022 ROAD PAVING SELECTION AND NOTIFICATION OF PENDING ADVERTISING FOR THE INVITATION TO BID (ITB) (14)**

Asst. County manager Larson explained this is a continuation of the discussion of the previous item that was presented. Public Works recommended \$12 million worth of work. The recommendation is to accept the three (3) roads that are listed in the staff report given to the Board, which are: Sandhill Road, Old Tusculum, and Bay Road. The treatment type will be micro surfacing (cape seal) on Old Tusculum and Bay Road and hot mix on Sandhill Road. This is the LMIG 2022 funds.

Commissioner Floyd made a motion to ratify the LMIG 2022 road paving selection and acknowledge the pending advertising for the Invitation to Bid (ITB). Commissioner Burdette seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE CHANGE ORDER# 2 FOR MARSH CONSTRUCTION TO CONSTRUCT THE BUILDING AND FINISHES TO THE HODGEVILLE ROAD FIRE STATION #15 PROJECT (15)**

Asst. County Manager explained Marsh was approached with the default Savannah Construction restoration. Marsh was able to provide us a bid of \$704,818. This puts them at the prime for the entire site and gets the project completed.

Commissioner Burdette made a motion to approve change order #2 to Marsh Construction in the amount of \$704,818.00 to complete the Hodgeville Road Fire Station #15 site and building. Vice Chair Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE ACCEPT THE COUNTY BUILDING SPACE ALLOCATION AND ASSESSMENT STUDY (FACILITY MASTER PLAN) (16)**

Asst. County Manager Larson explained one outcome was a conditions assessment of the buildings that were selected. The other outcome was a space allocation study where we interviewed every department and we paired up their needs with physical space. Now there is a master plan for facilities which tells what repairs are needed at our buildings, upgrades, and any remodeling to accommodate the users. This is the same as a Transportation Master Plan but just a series of recommendations.

Vice Chair Deloach made a motion to approve to accept the County building space allocation and assessment study (Facility Master Plan) to be used as a Capital project planning tool. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AN INDICATION OF ROUNDABOUT SUPPORT LETTER RELATED TO THE GEORGIA DEPARTMENT OF TRANSPORTATION (GDOT) PROJECT TO CONSTRUCT A SINGLE LANE ROUNDABOUT AT THE INTERSECTION OF STATE ROUTE 17 AND WESLEY DR./MARLOW ROAD (17)**

Asst. County Manager Larson explained the only obligation for the county is lighting and if agreed to landscaping, they must maintain it. A letter of Support from the Chairman is needed to move forward with the design phase.

Commissioner Floyd made a motion to approve the Indication of Roundabout Support for the GDOT project to construct a single lane roundabout at the intersection of SR 17 (US 301) and Wesley Dr./Marlow Rd. Commissioner Loper seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE TO AWARD A CONTRACT FOR THE 2021 FULL DEPTH RECLAMATION WITH ASPHALT EMULSION (FDRE) ROAD RESURFACING PROJECTS (18)**

This item was removed at agenda approval.



**XII- REPORTS FROM COMMISSIONERS & ADMINISTRATIVE STAFF**

**COUNTY ENGINEER'S REPORT ON CAPITAL PROJECT STATUS. (1)**

***Commissioner Burdette***

Thank you note from Westwood Heights

***Vice Chair Deloach***

Allowing a 2<sup>nd</sup> dwelling on AR-1 property

***Commissioner Kieffer***

Storm drain cover in Ridgecrest

***Chairman Corbitt***

Water capacity availability

**XIII- EXECUTIVE SESSION**

At 7:06pm, Commissioner Kieffer made a motion to go into executive session. Vice Chair Deloach seconded the motion. The motion carried unanimously.

At 7:50pm, Vice Chair Deloach made a motion to reconvene. Commissioner Loper seconded the motion. The motion carried unanimously.

**XIV - EXECUTIVE SESSION MINUTES**

Commissioner Burdette made a motion to approve the April 5, 2022 executive session minutes. Commissioner Floyd seconded the motion. The motion carried unanimously.

**XV - ADJOURNMENT**

At 8:18pm, there being no further business, Commissioner Kieffer made a motion to adjourn the meeting. Vice Chair Deloach seconded the motion. The motion carried unanimously.

At 8:18pm, Commissioner Floyd made a motion to reopen the meeting for consideration of approval of the executive session minutes. Commissioner Burdette second the motion. The motion carried unanimously.

At 8:19pm, there being no further business, Commissioner Loper made a motion to adjourn the meeting. Commissioner Kieffer seconded the motion. The motion carried unanimously



Wesley M. Corbitt, Chairman



Stephanie D. Johnson, County Clerk