

**EFFINGHAM COUNTY**  
**BOARD OF COMMISSIONERS MEETING**  
*June 5, 2018*

---

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

**PERSONS ATTENDING THE MEETING**

Mr. Steve Davis – County Administrator, Mr. Edward Newberry - County Attorney, Ms. Stephanie Johnson – County Clerk, Mrs. Vicki Dunn – HR Director, Mr. Thomas Kilmartin- Finance Director, , Mr. Clint Hodges – Fire/EMA Director, Mrs. Fiona Charleton – Purchasing Agent, Mrs. Janis Bevill – Tax Appraiser, Mrs. Wanda McDuffie – EMS Director, Mr. Clarence Morgan – Recreation Director, Mrs. Elizabeth Hursey – Superior Court Clerk, Mr. Jimmy McDuffie – Sheriff, Mr. Andy Rich – IT Department, Judge Beth Mosely, Mr. Scott Lewis – Magistrate Court Judge, Ms. Christy Carpenter, Mr. Mark Barnes, Mr. Seth Zeigler, Mr. Chris Reed – IT Director, Mr. Tony Chiariello, Mr. Brett Bennett, Dr. Franklin Goldwire, Mrs. Fran Baker-Witt, Mr. Donald Brant, Ms. Brittany Dasher, Ms. Jessica Shea, Ms. Kristen Achtziger, Mrs. Becky Long, Mr. Freddie Long, Ms. Brenda Dasher, Mr. Billy Dasher Mr. Craig Johnson and Mr. Jack Garvin

**I - CALL TO ORDER**

Chairman Corbitt called the meeting to order at 5:03 pm

**II - INVOCATION**

Chairman Corbitt gave the invocation.

**III - PLEDGE TO THE AMERICAN FLAG**

The Pledge was sounded in unison.

**IV - AGENDA APPROVAL**

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

**V – MINUTES**

Vice Chairman Loper made a motion to approve the minutes of the May 15, 2018 Commission meeting minutes as written. Commissioner Floyd seconded the motion. Commissioner Deloach abstained from voting due to absence. The motion carried.

**VI - PUBLIC COMMENTS**

Chairman Corbitt stated public comment should be limited to agenda items only.

**VII - CORRESPONDENCE**

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

**VIII – APPEARANCE**

Ms. Fran Baker-Witt, CEO of Effingham Hospital and presented a regulatory update to the Board due to the publicity surrounding the case with the Department of Justice. Statistical findings on the success of the Hospital were offered, as well as security equipment and measures have been implemented to alleviate the concern for inadequate behavior within the pharmacy.

Mr. Al Allread, Controller at Effingham Hospital gave a recap of the audited financial statements for fiscal year 2017 and the intergovernmental agreement between the County and Effingham Hospital.

**IX – CONSENT AGENDA**

Commissioner Deloach made a motion to approve the following Consent Agenda items: **(1)** Consideration to approve to renew the MOU with Effingham County Board of Education for the use of seven (7) school buses **(2)** Consideration to approve to renew the Fire Protection Services Agreement with the City of Newington. **(3)** Consideration to approve to renew the Communications Tower Lease Agreement with the State Properties Commission for antenna/receiver space on the County tower located at the transfer site on Courthouse Road **(4)** Consideration to approve to renew the Cooperative Agreement with the Georgia Forestry Commission **(5)** Consideration to approve to renew the Agreement with The City of Pooler for the use of an inmate work detail to renew for an additional 12 month period **(6)** Consideration to approve the Anticipated Collections Addendum from Non-Federal Sources **(7)** Consideration to approve to renew the Agreement with the City of Springfield for the use of an inmate work detail to renew for an additional 12 month period **(8)** Consideration to issue a contract amendment to Effingham Animal Hospital for veterinary services for Effingham County Animal Shelter. Vice Chairman Loper seconded the motion. The motion carried unanimously.

***Executive session***

At 5:25 pm, the Board entered into executive session on a motion by Commissioner Kieffer, seconded by Commissioner Deloach. The motion carried unanimously.

**RECONVENE**

Vice Chairman Loper made a motion to go back into regular session. Commissioner Deloach seconded the motion. The motion carried unanimously.

**X – OLD BUSINESS**

**CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION BY RAYMOND E. OLDLAND FOR A RURAL BUSINESS USE TO OPERATE A CABINET**

**BUSINESS LOCATED AT 198 BOONE ROAD MAP# 398 PARCEL# 37 IN THE SECOND DISTRICT (01):**

County Clerk Johnson explained this item was tabled at the last meeting due the added stipulation of the allowance of 90 days for the removal a container on the property.

Commissioner Jones made a motion to approve the Second Reading with the addition of having the container removed within ninety (90) days. Commissioner Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION BY DON & JULIA GATES TO REZONE 0.63 ACRES LOCATED AT 5919 HWY 21 SOUTH FROM R-1 TO B-1 FOR A DOCTOR'S OFFICE IN AN EXISTING HOME MAP# 465J PARCEL# 1A IN THE FIFTH DISTRICT (02):**

County Clerk Johnson explained this item was also tabled due to an added stipulation to allow for the use of a professional office space only.

Commissioner Kieffer made a motion to approve the Second Reading. Vice Chairman Loper seconded the motion. The motion carried unanimously.

**THE PLANNING BOARD RECOMMENDS DENYING AN APPLICATION BY DON & JULIA GATES FOR A VARIANCE TO ELIMINATE THE BUFFER ON A PROPERTY LOCATED AT 5919 HWY 21 SOUTH MAP# 465J PARCEL# 1A IN THE FIFTH DISTRICT (03):**

Mr. Don Gates explained this property was zoned prior to the required buffer ordinance. The request is to allow the Variance for the construction of a parking lot.

No one was present against the request.

Commissioner Kieffer made a motion to approve the request with the following Staff recommendations:

1. Eliminate the 15' buffers along Chimney Rd and State Route 21.
2. Recalculate the number of required parking spaces. Staff recommendation would be 10 for the doctor's office and 1 per 300 square feet of area remaining in the structure. Approximately 14-16 total spaces required not 21 as stated on the site plan.

Commissioner Floyd seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION BY DON & JULIA GATES FOR A VARIANCE TO ELIMINATE THE BUFFER ON A PROPERTY LOCATED AT 5919 HWY 21 SOUTH MAP# 465J PARCEL# 1A IN THE FIFTH DISTRICT (04):**

Commissioner Kieffer made a motion to approve the Second Reading. Vice Chairman Loper seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A RESOLUTION OF SURPLUS (05):**

Purchasing Agent Charleton explained as requested by the Board, according to Kelly Blue Book the low value of the vehicle is \$534.00 and the high value is \$1745.

County Attorney Newberry advised the board to place a value on the vehicle.

Vice Chairman Loper made a motion to approve the Resolution of Surplus and provide the vehicle for the cost \$800.00 to be applied against the Intergovernmental Agreement.

Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE TO AMEND THE PCARD POLICY AND PROCEDURES OF EFFINGHAM COUNTY (06):**

Finance Director Kilmartin explained a Pcard policy was established in November 2016. The revised policy will be aligned with the Georgia State Pcard policies. The revisions define functions of finance, procurement and responsibilities of the card holder.

There was a discussion among the Board and Staff about card limits and authorizations.

Commissioner Jones made a motion to table this request until the July 17, 2018

Commission meeting. Commissioner Deloach seconded the motion. The motion carried unanimously.

**XI – NEW BUSINESS****CONSIDERATION TO APPROVE THE FIRST READING OF THE BUDGET AND BUDGET ORDINANCE FOR FISCAL YEAR 2018-2019 (01):**

County Administrator Davis explained there are structural, presentational and organizational changes within this budget. The budget starts and finishes on the premise that the millage rate will not be changed, will remain 6.558. The budget funds 33 new employees, 23 of the new positions are with Public Safety.

Finance Director Kilmartin gave an overview via a power point presentation. Information included: governmental & enterprise funds, general fund highlights, special funds, personnel, capital projects and revenue and appropriations.

There was an at length discussion among the Board and Staff in reference to the overall information presented.

Ms. Georgia Fallaw asked questions about the proposal for Grace Lane and the Ft. Howard Road roundabout. Ms. Brittany Dasher and Mrs. Sherry Loper approached with questions about the budget presented.

Commissioner Jones made a motion to approve as presented with the following changes:

1. Change budget for the Administrative Complex to \$200,000 for engineering work.
2. Correct listing of Constitutional Officers.
3. Change title on Dept. 11 from Administration back to Commissioners and line item from contingency to legal services.

4. Change the organizational chart so administrator is moved to the left as from last year's organizational chart.
5. Move the deputy back to Magistrate from the Sheriff's budget.
6. Increase seasonal hours for Recreation.
7. Add Sandhill parking lot to Capital list.
8. Add new request column to the budget.
9. Language changed to "temporary" for the Grace Lane project.

Commissioner Deloach seconded the motion. Vice Chairman Loper opposed the motion. Commissioner Floyd was not present for the vote. The motion carried three to one.

**CONSIDERATION TO APPROVE AN MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN EFFINGHAM COUNTY BOARD OF COMMISSIONERS AND CAROL CROCKETT, LLC TO ALLOW PARAMEDIC STUDENTS TO RIDE ALONG IN AMBULANCES (02):**

Purchasing Agent Charleton explained EMT and Paramedic students are required to ride clinical hors with an ALS ambulance service. Effingham County is a highly trained service with many years of experience that can offer guidance and knowledge to the newer medics. All students are required to have \$1,000,000 liability insurance. Approximately 20 students will ride 12 hour shifts, agreement effective until December 31, 2020.

Vice Chairman Loper made a motion to approve the request. Commissioner Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A CONTRACT WITH ROBERT LANIER D/B/A DIVERSIFIED CORRECTIONAL SERVICES, LLC FOR PRISON RAPE ELIMINATION ACT (PREA) AUDIT SERVICES (03):**

Purchasing Agent Charleton explained the Prison Rape Elimination Act is a federal law that requires facilities to be audited at least once every three year audit cycle. Three quotes were requested, two were received. Mr. Robert Lanier's quote of \$2,800.00 was the lower of the two.

Vice Chairman Loper made a motion to approve the contract with Robert Lanier d/b/a Diversified Correctional Services, LLC for prison Rape Elimination Act (PREA) Audit Services in the amount of \$2,800.00. Commissioner Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AUTOMATIC RENEWAL OF THE INMATE MEDICAL AGREEMENT WITH SOUTHEAST CORRECTIONAL MEDICAL GROUP (SEMG) TO AUTOMATICALLY RENEW FOR FISCAL YEAR 2019 (04):**

Purchasing Agent Charleton explained the Board currently has an agreement in place with Southeast Correctional Medical Group (SEMG) to provide inmate medical services for the Prison and Jail inmates. The term of the agreement runs from April 1, 2015 to June 30 2016, after which it allows for five automatic annual renewals unless a 30 day written nonrenewal notice is issued.

The annual fee for FY16, FY17 and FY18 was \$245,140.00. Per the agreement, there will be a 3% increase for FY19. The annual fee will increase by \$7,354.20 to \$252,494.20.

The agreement can be terminated with or without cause by either party with 30 calendar day's written notice. The County Attorney has previously reviewed and approved the agreement.

Commissioner Deloach made a motion to approve to allow the agreement to renew for 12 months from July 1, 2018 to June 30, 2019 at the annual fee of \$252,494.20. Vice Chairman Loper seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE TO REAPPOINT DAVID ATKINS AS BUSINESS REPRESENTATIVE AND APPOINT DR. BARBARA PROSSER AS EDUCATION/TRAINING REPRESENTATIVE TO THE COASTAL WORKFORCE DEVELOPMENT BOARD (05):**

County Clerk Johnson explained notification was received from the CWIB Board requesting reappointment of David Atkins and appoint for another member for an open seat on the Board. We received a member profile application from Dr. Barbara Prosser. Staff recommends approval.

Commissioner Deloach made a motion to approve to reappoint David Atkins and appointment of Dr. Barbara Prosser to represent Effingham County on the CWDB. Vice Chairman Loper seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE TO REAPPOINT DR. SANDRA NETHELS AND MARTHA KNOWLTON TO THE LIBRARY BOARD (06):**

County Clerk Johnson explained we received a letter from the Chairman of the Library Board for reappointment. If reappointed these individuals will serve a three (3) year term which will expire June 30, 2021. Staff recommends approval.

Commissioner Deloach made a motion to approve to reappoint Dr. Sandra Nethels and Martha Knowlton to the Library Board as recommended. Vice Chairman Loper seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE COMMISSIONER TRAVEL FOR THE LIFELONG LEARNING ACADEMY 2018 SUMMER SESSION (07):**

County Clerk Johnson explained the summer session will be held at Stone Mountain Thursday, June 7<sup>th</sup> and Friday, June 8<sup>th</sup>. Session is open to all Commissioners for continuing education. Staff recommends approval

Commissioner Deloach made a motion to approve the request. Commissioner Jones seconded the motion. The motion carried unanimously.

**XI – REPORTS FROM ADMINISTRATIVE STAFF & COMMISSIONERS**

County Administrator Davis discussed the following:

Major League Baseball

- Doing a spotlight on June 13, 2018 between 12:00 -1:00

County Clerk Johnson discussed the following:

Chamber Banquet

- Thursday, June 7, 2018 at 6:00 pm.

XI – EXECUTIVE SESSION

At 5:25 pm, Commissioner Kieffer made to go into executive session to discuss Personnel, Property and Pending Litigation. Commissioner Deloach seconded the motion. The motion carried unanimously.

RECONVENE

5:58 pm - Vice Chairperson Loper made a motion to go back into regular session. Commissioner Deloach seconded the motion. The motion carried unanimously.

XII - EXECUTIVE SESSION MINUTES

Commissioner Deloach made a motion to approve the May 15, 2018 executive session minutes as presented. Commissioner Kieffer seconded the motion. The motion carried unanimously.

XV - ADJOURNMENT

Commissioner Floyd left the meeting at approximately 8:40 pm.

There being no further business, at 9:26 pm, Commissioner Jones 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