

**THE EFFINGHAM COUNTY  
COMMISSIONERS' MEETING**

The Board of Commissioners of Effingham County, Georgia, Mr. Wendall Kessler, Chairman, Mr. Steve Mason, Vice-Chairman, Mr. Forrest Floyd, Mrs. Vera Jones, Mr. Reginald Loper, Sr., and Mr. Phil Kieffer met in regular session at 5:00 pm on Tuesday, July 8, 2013 in the Commissioners' Meeting Room at the Effingham County Administrative Complex

**PERSONS ATTENDING THE MEETING**

Mr. Eric Gotwalt, County Attorney, Mr. Toss Allen, Interim County Administrator, Mr. Adam Kobek, Director of Community Relations, Ms. Karen Arnold, Executive Assistant, Stephanie Johnson, Interim County Clerk, Mrs. Joanna Wright, Finance Director, Ms. Rushe Hudzinski-Sero, Human Resource Director, Mr. George Shaw, Zoning Administrator, Mr. Steve Liotta, County Engineer, Sheriff Jimmy McDuffie, Mr. Clarence Morgan, Recreation Director, Ms. Fiona Charleton, Purchasing Agent, Mr. Jay Spinks, 911 Director and Mrs. Linda McDaniel, Tax Commissioner, Ms. Gigi Rigsby and Mrs. Beth Mosley, Probate Judge

**CALL TO ORDER**

Chairman Kessler called the meeting to order.

**INVOCATION AND PLEDGE TO THE AMERICAN FLAG**

Chairman Kessler gave the invocation and led the Pledge to the American Flag.

**AGENDA APPROVAL**

Chairman Kessler called for a motion to approve the agenda. Commissioner Jones made a motion to approve the agenda as read. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**MINUTES**

Chairman Kessler questioned if there were any corrections or additions to the minutes of the June 18, 2013 Board of Commissioners meeting and/or June 18, 2013 Workshop.

Commissioner Loper made a motion to approve the June 18, 2013 workshop minutes as read and the regular Commission meeting minutes with corrections. Commissioner Floyd seconded the motion. The motion carried unanimously.

**PRESENTATION**

**FISCAL YEAR 2012/2013 ANNUAL FINANCIAL STATEMENT & AUDIT**

Finance Director Wright gave an overview of the annual financial statements for fiscal year 2012/2013.

Commissioner Jones asked how much money is accounted for the cities.

Finance Director Wright confirmed the number to be \$1,473,097.

Chairman Kessler asked if funds received from the State (for road pavement), which has not been expended, increase fund balance even though the funds have been committed to be spent.

Finance Director Wright replied the funds are placed in deferred revenue.

Mr. Donald Caines with Caines, Hodges & Company explained the report created by Caines, Hodges & Company on the current communications and auditor opinions for fiscal year 2012/2013.

There was a brief discussion among the Board regarding policy and procedures, and the current audited numbers versus the numbers from the previous year.

**PUBLIC COMMENTS**

Chairman Kessler stated if anyone would like to discuss an Agenda Item, they may do so when said item is presented.

**CONSENT AGENDA**

Commissioner Jones made a motion to approve: to amend **(1)** the Effingham County Zoning Map 450D-6 at the request of Charles Heimly to rezone 1 acre located at 4990 McCall Road from AR-1 to AR-2 with the following stipulations: 1- Each lot shall meet the requirements of the AR-2 Zoning District, 2-

Site development plans shall comply with the Effingham County Water Resources Protection Ordinance and the Storm Water Management Local Design Manual, 3-All wetland impacts shall be permitted by the USACE, 4-Subdivision plat shall be approved by the Health Department and the Zoning Office; **(2)** the Effingham County Zoning Map 450D-6 at the request of Charles Helmly for a variance located at 4990 McCall Road; **(3)** the Effingham County Zoning Map 250-29 at the request of Freddie Tuten to rezone 1 acre located at 2879 Hwy 17 North from AR-1 to AR-2; with the following stipulations: 1- Each lot shall meet the requirements of the AR-2 Zoning District, 2-Site development plans shall comply with the Effingham County Water Resources Protection Ordinance and the Storm Water Management Local Design Manual, 3-All wetland impacts shall be permitted by the USACE, 4-Subdivision plat shall be approved by the Health Department and the Zoning Office; **(4)** the Effingham County Zoning Map 369-20A at the request of Willie Rewis to rezone 5.96 acres located at 126 Needle Pointe Drive from AR-2 to AR-1 with the following stipulations: 1- Each lot shall meet the requirements of the AR-2 Zoning District, 2-Site development plans shall comply with the Effingham County Water Resources Protection Ordinance and the Storm Water Management Local Design Manual, 3-All wetland impacts shall be permitted by the USACE, 4-Subdivision plat shall be approved by the Health Department and the Zoning Office. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**OLD BUSINESS**

**CONSIDERATION TO APPROVE A COMMUNICATIONS PRODUCTS AGREEMENT FROM MOTOROLA SOLUTIONS, INC. FOR TWO-SITE SIMULCAST SYSTEM UPGRADES AND DISCUSSION ON PAYMENT OPTION (01):**

EMA Director Myrick requested items number 1, 3, and 4 be tabled from the Board's agenda. EMA Director Myrick asked that action be taken on item 2.

Commissioner Jones made a motion to table the request to the August 6, 2013 Commission meeting.

**CONSIDERATION TO APPROVE A PREVENTIVE MAINTENANCE CONTRACT WITH EMERSON NETWORK POWER, LIEBERT SERVICES, INC. (02):**

Commissioner Loper made a motion to approve the request allowing for \$17,000 upfront, \$6,000 for yearly maintenance and approval of in house maintenance. Commissioner Floyd seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AN ANNUAL AGREEMENT WITH MOTOROLA FOR COMMUNICATION TOWERS AND 911 EQUIPMENT & PUBLIC SAFETY RADIO INFRASTRUCTURE MAINTENANCE (03):**

Commissioner Jones made a motion to table the request to the August 6, 2013 Commission meeting.

**CONSIDERATION TO ACCEPT A PROPOSAL FROM SAVANNAH COMMUNICATIONS FOR GROUNDING TVSS AND ELECTRICAL UPGRADES AND OTHER ADDITIONAL COSTS TO COMPLETE TOWER UPGRADES (04):**

Commissioner Jones made a motion to table the request to the August 6, 2013 Commission meeting.

**NEW BUSINESS**

**CONSIDERATION TO APPROVE THE REQUEST FROM THE LEE GROUP FOR A REFUND OF TAXES FOR THE 2008 TAX YEAR ON 40 LOTS IN SUMMER PLACE SUBDIVISION (01):**

Ms. Ruth Lee approached the Board for the request.

Chairman Kessler recused himself. Vice Chairman Mason resumed the meeting. There was a discussion among Attorney Gotwalt, Tax Commissioner McDaniel and the Board regarding the legal status of the proposed request.

Commissioner Jones made a motion to table the request until the July 23, 2013 meeting. Commissioner Loper seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE REQUEST FROM LAKESIDE WATER FOR A CORRECTION TO THE 2008/2009 TAX BILLS FOR MAP# 303A PARCEL#1E (02):**

Dennis and Kimberly Morris approached the Board for the request. The Morris' explained the taxes for the property have been paid. The Morris' requested to receive a correction to the 2008/2009 tax bill. Tax Commissioner McDaniel explained it had been determined that a structure did not exist on the property for the years in questions.

Chairman Kessler recused himself. Vice Chairman Mason resumed the meeting.

Commissioner Floyd made a motion to grant a refund for tax years 2008 and 2009 in the amount of \$3463.89. Commissioner Jones seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AN ASSEMBLAGE PERMIT FOR THE TREUTLEN HOUSE TO HOLD A 5K TRAIL RUN ON AUGUST 17, 2013 (03):**

Zoning Administrator Shaw explained the Treutlen House would like to hold a 5k trail run on August 17, 2013. Part of the course will cross Ebenezer Road. Sheriff's deputies will need to be on hand to handle traffic control. The run will be on Saturday. The road will only be closed for a short period of time and parking will be on private property.

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

**CONSIDERATION TO ACCEPT A WARRANTY DEED FOR OUR TOWN AT KINGSLEY (04):**

County Engineer Liotta explained ROC Enterprises was the developer of several phases of Kingsley Plantation. The roads/drainage infrastructure for The

Village at Kingsley has previously been deeded over to the County. The final plat for Our Towne at Kingsley was approved by the Board on October 16, 2007. Subsequently, this phase was foreclosed upon by Citizens Bank (now Heritage Bank). Heritage Bank requests that the County accept ownership of the roads and drainage in Our Towne at Kingsley. Water services are provided by a private company and are not included in this request.

Public Works inspected the roads/drainage infrastructure and found no deficiencies. Heritage Bank provided a Warranty Deed for the right-of-way parcel, including the roads/drainage but excluding the water lines. The deed was forwarded to the County Attorney for review. The County Engineer and the Development Services Office Manager (Interim Clerk) have reviewed the warranty deed. The document is consistent with the previously approved final plat.

Commissioner Kieffer made a motion to approve the warranty deed. Commissioner Jones seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A REVISED FINAL PLAT FOR PATRIOTS POINT SUBDIVISION (05):**

County Engineer Liotta explained On October 18, 2011, First Chatham Bank received final plat and warranty deed approval from the Board for Laurel Grove Phase I, located off Nease Road. Since then, Development Associates Inc. purchased the entire subdivision from the bank, and on December 11, 2012, the Board approved a revised plat to rename the subdivision Patriots Point (roads were also renamed). The infrastructure maintenance security was released by the Board on January 8 of this year. The developers now wish to reconfigure the lots to make many of them wider, which would reduce the total number of lots in this phase to (56) fifty-six.

A revised final plat was provided by EMC Engineering showing the revised lot lines. The County Engineer and the Development Services Office Manager (Interim Clerk) have reviewed the final plat and checklist. The documents are

consistent with the PD zoning and the plats approved previously (other than the lot lines).

Commissioner Jones made a motion to approve the revised plat. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A LABORATORY CONTRACT WITH EPD FOR THE WATER SYSTEMS AT HUNTERS CHASE/ABBEYLANE (06):**

County Engineer Liotta explained The Georgia Safe Drinking Water Act and the EPD drinking water permits for the surface water (SW) system, the Hunters Chase/Abbey Lane (HC/AL) groundwater system, and the Courthouse Road (Landfill) groundwater system, require the water to be tested routinely for chemical constituents and coliform bacteria to assure compliance with maximum contaminant levels. This can be accomplished in three ways: operating our own lab, contracting with a certified lab, or using the EPD Laboratory. We have used the EPD Laboratory for the SW and HC/AL systems for at least the past six years. The cost for service is \$790.00 for this site.

Commissioner Floyd made a motion to approve the contract. Commissioner Jones seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A LABORATORY CONTRACT WITH EPD FOR THE WATER SYSTEM AT COURTHOUSE ROAD-LANDFILL (07):**

County Engineer Liotta explained the cost for service for this site is \$450.00.

Commissioner Floyd made a motion to approve the contract. Commissioner Jones seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A LABORATORY CONTRACT WITH EPD FOR THE SURFACE WATER SYSTEM (08):**

County Engineer Liotta explained the cost of service for this site is \$7,760.00.

Commissioner Floyd made a motion to approve the request with the correction of entry points. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AN AGREEMENT WITH AIKEN-HARPER ELECTRICAL SERVICES FOR ON-CALL ELECTRICAL SERVICES (09):**

Purchasing Agent Charleton explained that at the meeting on June 18<sup>th</sup>, 2013 the Board accepted a bid from Aiken-Harper Electrical Services, Inc. to provide on-call electrical services to the County.

After the Board accepted the bid on June 18<sup>th</sup>, 2013, an agreement was received from Aiken-Harper Electrical Services, Inc. The term of the agreement is for one year, from July 9<sup>th</sup>, 2013 through July 8<sup>th</sup>, 2014, at the agreed rate for Electrician and Truck of \$50.00 per hour for regular hours and \$80.00 per hour for after hour work; and the agreed rate for Electrician, Helper and Truck of \$68.00 per hour for regular hours and \$98.00 per hour for after hour work. Regular hours being defined as 8:30am to 5:00pm Monday to Friday and after hours defined as 5:01pm to 8:29am Monday to Friday; all day Saturday, all day Sunday and on all Holidays observed by the County. Aiken-Harper Electrical Services will schedule the same day for regular services, and have a 1 hour general response time. The agreement with Aiken-Harper Electrical Services, Inc. complies with the accepted bid and has been reviewed and approved by the County Attorney.

Commissioner Loper made a motion to approve and execute an agreement with Aiken-Harper Electrical Services, Inc., for on-call electrical services for Effingham County. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AN AGREEMENT WITH AUGUSTA CHILLER SERVICE INC FOR ON-CALL HVAC SERVICES (10):**



Purchasing Agent Charleton explained that at the meeting on June 18<sup>th</sup>, 2013 the Board accepted a bid from Augusta Chiller Service, Inc. to provide on-call HVAC services to the County.

After the Board accepted the bid on June 18<sup>th</sup>, 2013, an agreement was received from Augusta Chiller Service, Inc. The term of the agreement is for one year, from July 9<sup>th</sup>, 2013 through July 8<sup>th</sup>, 2014, at the agreed rate of \$65.00 per hour for regular hours and \$97.50 per hour for after hour work. Regular hours being defined as 8:30am to 5:00pm Monday to Friday and after hours defined as 5:01pm to 8:29am Monday to Friday; all day Saturday, all day Sunday and on Holidays observed by the County. Augusta Chiller Service, Inc. will schedule the same day for regular services, and has a 2 hour general response time. The agreement with Augusta Chiller Service, Inc. complies with the accepted bid and has been reviewed and approved by the County Attorney.

Commissioner Floyd made a motion to approve and execute an agreement with Augusta Chiller, Inc., for on-call HVAC services for Effingham County. Commissioner Jones seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE AN AGREEMENT WITH DIXIE WATERWORKS FOR ON-CALL PLUMBING SERVICES (11):**

Purchasing Agent Charleton explained that at the meeting on June 18<sup>th</sup>, 2013 the Board accepted a bid from Dixie Waterworks to provide on-call plumbing services to the County.

After the Board accepted the bid on June 18<sup>th</sup>, 2013, an agreement was received from Dixie Waterworks. The term of the agreement is for one year, from July 9<sup>th</sup>, 2013 through July 8<sup>th</sup>, 2014, at the agreed rate of \$80.00 per hour (minimum 1.5 hours) plus materials and rental for regular hours and \$120.00 per hour (minimum 1.5 hours) plus materials and rental for after hour work. Regular hours being defined as 8:30am to 5:00pm Monday to Friday and after hours defined as

5:01pm to 8:29am Monday to Friday; all day Saturday, all day Sunday and all Holidays observed by the County. Dixie Waterworks requires one day notice to schedule regular services, and has a 1-2 hour emergency response time. The agreement from Dixie Waterworks complies with the accepted bid and has been reviewed and approved by the County Attorney.

Commissioner Floyd made a motion to approve and execute an agreement with Dixie Waterworks, for on-call Plumbing services for Effingham County. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE FIRST READING OF THE EFFINGHAM COUNTY  
TIMBER OPERATIONS ORDINANCE (12):**

Community Relations Director Kobek explained the Board directed staff to explore the options for a Timber Operations Ordinance to provide procedures and regulations for timber harvesters to provide for the efficient collection of timber harvest tax, protect the county road network and assure public safety. Three previous drafts have been discussed. The Board held a workshop on June 18<sup>th</sup> to solicit comments from the public. Draft 4 has been created by incorporating the discussions with the Board and from the workshop.

Draft 4 does not require a bond, does not stipulate 48 hours advanced notice, does not stipulate driveway requirements, notices are submitted to the Public Works Director, permit is valid as soon as it is posted by harvester. Notice form would be the state approved form. Draft 4 sets the following violations, contamination of roads, right-of-ways, interference with drainage, damage to public roads. Additional requirements include no: nuisance, parking on road or right-of-way and signs must be posted. Violations carry a penalty of \$500 and the Public Works Director or designee may issue a road ban order.

Commissioner Mason made a motion to approve the request with the following changes: no permits until all violations are addressed, change twenty-four (24)

hour notification to two (2) business days and points of egress to be properly noted. Commissioner Floyd seconded the motion. The motion carried three to two with Commissioner Kieffer and Commissioner Jones opposed.

**CONSIDERATION TO REAPPOINT BRENT FISHER TO THE COASTAL WORKFORCE**

**INVESTMENT BOARD (13):**

Effingham County Representative Brent Fisher's term on the Coastal Workforce Investment Board (CWIB) expired on July 1, 2013. Mr. Fisher was originally appointed to the Coastal Workforce Investment Board in 2007. Coastal Workforce Investment Board is requesting that the Board of Commissioners reappoint Brent Fisher as representative of the private industry to serve a three year term beginning on July 1, 2013. Reappointment would extend his term to July 1, 2016.

Commissioner Floyd made a motion to reappoint Brent Fisher to represent Effingham County. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO AUTHORIZE PAYMENT OF FUNDS TO THE CITY OF RINCON FROM THE GENERAL FUND USING FUND BALANCE AND APPROVE A BUDGET AMENDMENT FOR THE TRANSACTION (14):**

Finance Director Wright explained the County entered into a service delivery agreement with the municipalities this past year. As part of that agreement the county agreed to provide additional funding for the municipalities. The City of Rincon has submitted a request in the amount of \$781,400.33. The County does have adequate funding on hand to make the payment. The funds are not budgeted therefore this requires a Budget Amendment. Under the new budget ordinance the Board of Commissioners will need to approve a Budget Amendment. The funds are shown as restricted funds within the County's Audit. The payment request is within the stipulated amount. The payment request does not provide information regarding use of funds. The Budget amendment will

increase department 51 (other agencies) by \$ 781,400.33. This amount is already set aside through General Fund balance for this purpose.

Commissioner Jones made a motion to approve payment and a budget amendment for \$781,400.33 for Account #100-7520-051-57-2029 \$781,400.33 expenditure recorded, Account #100-13-4201 \$781,400.33 fund balance funded. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO ACCEPT A GRANT CONTRACT FROM THE STATE OF GEORGIA FOR FAMILY CONNECTION (15):**

Finance Director Wright explained each year the County is requested to act as the fiscal agent for Family Connections. A request has been received for FY2014. As fiscal agent, we receive funds from the state of Georgia. The contracted funds are in the amount of \$ 45,000. The fiscal agent designation and acceptance agreement states that as fiscal agent we are agreeing to certify: a commitment to a 12 month agreement, acknowledge expenses are reimbursable on a quarterly basis, agree to receive all financial correspondence and grant payments, have appropriate accounting to document cost, and agree that the Local Family Connection board is the body responsible for all decisions associated with budgeting these funds, but will ensure such decisions are in compliance with the fiscal agents own policies and procedures.

Commissioner Loper made a motion to approve the request. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE PROVIDING FUNDS IN THE AMOUNT OF \$10,000 FOR THE OGEECHEE JUDICIAL CIRCUIT DRUG COURT OF EFFINGHAM COUNTY (16):**

Finance Director Wright explained the Ogeechee Judicial Circuit currently operates a Drug Court within Effingham County. In previous years they have received funding from both grants and the County. The current grant will carry them through June of 2013. A request has been made to receive additional

funding from the DATE funds (Drug Abuse Treatment and Education Fund). The county currently budgets the majority of the funds received each year for use in coordination with probation type activities.

Currently the 2013-2014 proposed DATE budget shows a request of \$54,266.75. The proposed budget increased this year from \$24,101.17 to \$54,266.75 funds on hand are approximately \$ 28,000.00. Expected funds during the year range from \$ 15,000 to \$35,000 depending upon the fine revenues received.

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

**CONSIDERATION TO AMEND RULES OF PROCEDURE FOR THE EFFINGHAM COUNTY BOARD OF COMMISSIONERS LAST AMENDED DECEMBER 11, 2012 (17):**

Community Relations Director Kobek explained the audit raised concerns about the agenda policy, in an effort to clear up any ambiguity regarding due dates for agenda items, staff recommends amending the Rules of Procedure for the Effingham County Board of Commissioners last amended December 11, 2012.

**Section 1.02.02** amended would require a standing due date for agenda materials 12 days in advance of meeting, but allows Clerk authority to add items and supplemental information up to one day before Commissioners receive meeting materials and agenda.

**Section 1.02.05** amended would allow members of the public to provide written requests to include items on the agenda to an individual Commissioner.

**Section 1.03.02** amended provides motion and second to remove item from Consent Agenda. **Section 1.04.01** amended is a wording change to remove the word concerns from committee reports, and allows issues for informational purposes only. The title of **Section 1.04** has also been amended to not use the word staff report, which is the internal form for adding an item to the agenda.

**Section 1.08.02** has been added which states that agenda summaries will be

made available for public inspection within two business days after the adjournment of a meeting.

Commissioner Jones made a motion to approve the request with a change under **section 1.03.02** removing the verbiage “request a motion to”. Commissioner Kieffer seconded the motion. The motion carried four to one with Commissioner Loper opposed.

**CONSIDERATION TO GRANT A UTILITY EASEMENT TO GEORGIA POWER (18):**

Interim County Administrator Allen explained Georgia Power’s request that the Board of Commissioners grant an easement for the relocation of their utilities located adjacent to US Hwy 80 at the Ogeechee River Bridge. The relocation is necessary because of a bridge replacement project performed by the Georgia Department of Transportation (GADOT). The easement would be located on the ATLAS property. The easement would be used for the installation of guy anchors.

Commissioner Floyd recused himself.

Commissioner Jones made a motion to grant a utility easement to Georgia Power. Commissioner Kieffer seconded the motion. The motion carried three to one with Commissioner Loper opposed.

**CONSIDERATION TO APPROVE A PROPOSED RECREATION PROJECT LIST AND TO PROVIDE DIRECTION TO STAFF TO MOVE FORWARD WITH OBTAINING BIDS FOR THE WORK TO BE COMPLETED (19):**

Interim County Administrator Allen explained on June 13, 2013 a joint workshop was held with the Recreation Board and the Board of Commissioners. The purpose of the workshop was to discuss potential expansions/improvements to Effingham County’s recreation facilities. The recreation department would like to move forward with several projects to improve the State Route 119 recreation complex. The State Route 119 facility serves the north end of the County and has not received any major improvements for several years. If the Board wishes to

move forward with the proposed projects, bids will need to be received for each item and contracts brought back to the Board for execution.

Commissioner Loper made a motion to authorize staff to move forward with obtaining bids and contracts to be presented to the Board for consideration. Commissioner Jones seconded the motion. The motion carried unanimously.

**CONSIDERATION TO SIGN AN APPLICATION AND PERMIT FOR SPECIAL ENCROACHMENT FOR WOODMEN OF THE WORLD DRAINAGE IMPROVEMENTS (20):**

Interim County Administrator Allen explained drainage issues have existed in the vicinity of the Woodmen of the World property on US Highway 80 in Faulkville for several years. The Board previously directed staff to move forward with the necessary repairs. The repairs include the installation of approximately 200 LF of piping as well as approximately 200 LF of ditching. The projected cost of the improvements is approximately \$30,000 with the work being performed by Public Works. Public Works is in the process of obtaining the required bids so that the materials may be purchased. The Georgia Department of Transportation requires a Special Encroachment Permit for the portion of the work that is located within their right-of-way.

Commissioner Floyd made a motion to sign the special encroachment permit. Commissioner Kieffer seconded the motion. The motion carried unanimously.

**CONSIDERATION TO SIGN A SURVEY PERMIT TO GRANT SOUTHERN NATURAL GAS COMPANY PERMISSION TO ENTER COUNTY OWNED PROPERTY FOR THE PURPOSE OF CONDUCTING INVESTIGATIONS (21):**

Interim County Administrator Allen explained Southern Natural Gas Company is interested in acquiring a portion of the treatment plant site for the purpose of installing a pressure regulation station. In order to determine the suitability of the property, Southern Natural Gas Company will need to conduct

preliminary civil, environmental, and archaeological and noise sensitive surveys. They will pay for any and all damages to the property resulting from said surveys. The Board may choose not to sell the property should we be unable to reach an acceptable deal.

Commissioner Loper made a motion to sign the survey permit.

Commissioner Floyd seconded the motion. The motion carried unanimously.

**CONSIDERTION TO ADOPT THE FIRST READING OF THE 2013/2014 BUDGET (22):**

Finance Director Wright explained the budget was reviewed during the earlier presentation.

No public approached for comments.

Commissioner Jones made a motion to approve the first reading of the 2013/2014 budget. Commissioner Kieffer seconded the motion. The motion carried four to one with Commissioner Loper opposed.

**CONSIDERATION TO APPROVE A RESOLUTION TO ADOPT THE MILLAGE RATE (23):**

Finance Director Wright explained the breakdown for tax levy for the government of Effingham County.

No public approached for comments.

Commissioner Jones made a motion to adopt the millage rate. Commissioner Floyd seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A MEMO OF RECORD REGARDING THE USE OF THE INSURANCE PREMIUM (24):**

Finance Director Wright explained the insurance premium refund is designated for the special tax district for the use of Fire Protection, Solid Waste Collection, and Senior Activities.



Commissioner Loper made a motion to approve the memo of record. Commissioner Jones seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE COUNTY MILLAGE RATE CERTIFICATION FORM FOR TAX YEAR 2013 [PT-35] (25):**

Finance Director Wright explained the purpose of the millage rate certification form for tax year 2013.

Commissioner Kieffer made a motion to approve the millage rate certification form for tax year 2013. Commissioner Jones seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE COMPUTATION OF MILLAGE RATE ROLLBACK FORM FOR TAX YEAR 2013 [PT-32] (26):**

Finance Director Wright gave a computation of millage rate rollback.

Commissioner Jones made a motion to approve the computation of millage rate rollback form for tax year 2013. Commissioner Floyd seconded the motion. The motion carried unanimously.

**REPORTS FROM COMMISSIONERS AND ADMINISTRATIVE STAFF**

Interim County Administrator Allen discussed the following:

- 1. Ash Road Repairs for bid**
  - Patterson, Needlepoint, Ogeechee, Cherokee, Herbert Kessler Road, Hester, Hiawasse Avenue, Ingram, Green Morgan School Road, Indigo Road, Laurel Tree Road, Taylor Chapel Road, Union Springs Road, Log Landing Drive Zittrouer Road.
  - Additional roads were added and the project is being re-bid.
- 2. Road Resurfacing**
  - Fair Street, Fox Bow Drive, High Bluff Road, Honey Ridge Road, Little McCall Road, Log Landing Road, Long Bridge Road, Marion Avenue, Old Dixie Highway, Oliver Kildare Highway, Sisters Ferry Road, Stilwell Road, Williams Avenue and Wyly Road are currently under consideration.
  - Would like to complete approximately 9 miles of resurfacing.
  - McCall and Blue Jay are considered under a separate project.
- 3. Old Augusta Road**
  - Poles are scheduled to be delivered on July 22nd.
  - A change order for contract extension will be required due to the signal delays.

**4. Herbert Kessler Road**

- Topographic survey is complete from Blue Jay Road to the Davis Property.
- Wetlands have been delineated and now need to be located.
- Once the wetlands have been located, the route needs to be negotiated with the Davis'.

**5. Courthouse Road Extension**

- Survey is complete.
- Next step is to begin to acquire right-of-way. Estimated cost of acquisition is \$200,000.

**6. Signage at Blue Jay and Midland Roads**

- Double indicated 48" High Intensity Prismatic stop signs with a vertical retroreflective strip on the sign support have been installed at both approaches.
- The installation is complete.

**7. Signage at Ft. Howard Road and Old Augusta Road**

- A W-7 (48) and two OM-4 (12) signs will be installed at this intersection as part of the contract for Old Augusta Road.
- The installation is complete.

**8. Effingham Chamber of Commerce Annual Community Retreat**

- The community Retreat will be held Thursday, August 22<sup>nd</sup> and Friday, August 23<sup>rd</sup> at The King and Prince Beach & Golf Resort on St. Simons Island.
- Rooms must be booked by July 21<sup>st</sup>.
- Please notify the Clerk if you plan on attending.

**9. Directional Signage for GP and Plant McIntosh**

- GP and Georgia Power have requested that directional signage be installed on Old Augusta Road.

**10. Plant McIntosh Right-of-Way Sale**

- Additional language has been added to the Sales Agreement requiring that a vehicular turn around be required now and at all times in the future.
- The proposed guard house design does not allow for a vehicle to turn around without being allowed to pass through the gate.
- Per Georgia Power, the gate is occupied 24 hours per day, 7 days per week.

**11. Effingham Parkway**

- Attached is a letter to be sent to Leon Davenport.

**12. Audit**

- On June 27<sup>th</sup> the Audit was submitted to the State.
- A preliminary Corrective Action Plan was included with the submittal. Attached is a copy of that plan.
- The plan will be brought to the Board for approval on July 23<sup>rd</sup>.

**13. Payroll Penalties**

- On June 4, 2013 the Georgia Department of Revenue issue a Notice of Proposed Assessment for unpaid Payroll Liabilities.
- A Memo of Record is attached concerning the status of this Proposed Assessment.

**14. Impact Fee Study Amendment**

- A copy of the report which was revised in 2010 has been obtained from TischlerBise.
- The report will be updated/amended by staff.
- Staff will coordinate with the attorney to determine how to proceed with amending the Impact Fee Ordinance to remove Water and Sewer Impact Fees prior to adopting the revised Impact Fee Study.

**15. Westwood Heights Drainage Improvements**

- Construction began on June 25<sup>th</sup>.

- Pipe was delivered last week.
- Installation of the new pipe is scheduled to begin today.
- A change order will be presented at the July 23<sup>rd</sup> meeting.

**16. STIP Meeting**

- On Monday July 19<sup>th</sup> at 10:00 AM a meeting will be held at the Statesboro Area Office Conference room to discuss the 2014-2017 STIP.
- At the conclusion of the meeting, you will be asked to sign a short form certifying that the meeting was held.

County Attorney Gotwalt discussed the following:

**1. Eii Whitney Watershed Ditch**

Vice Chairman Mason discussed the following:

**1. Hadden Lake Road**

- Expressed complaint of one of the residents
- Ideas for assistance

Commissioner Kieffer discussed the following:

**1. Georgia Pacific turn lane**

**EXECUTIVE SESSION**

Chairman Kessler called for a motion to enter executive session to discuss personnel, property, and pending litigation.

At 9:24 pm, Commissioner Loper made a motion to enter executive session to discuss personnel, property and pending litigation. Commissioner Jones seconded the motion. The motion carried unanimously.

**EXECUTIVE SESSION MINUTES**

Vice Chairman Mason made a motion to approve the June 18, 2013 executive session minutes. Commissioner Loper seconded the motion. The motion carried unanimously.

**RECONVENED**

At 10:35 pm, the Board reconvened into regular session.

ADJOURNMENT

At 10:36 pm, Commissioner Kieffer made a motion to adjourn. Commissioner Loper seconded the motion. The motion carried unanimously.



WENDALL KESSLER, CHAIRMAN



STEPHANIE JOHNSON, INTERIM COUNTY CLERK