

**THE EFFINGHAM COUNTY
COMMISSIONERS' MEETING**

The Board of Commissioners of Effingham County, Georgia, Mr. Wendall Kessler, Chairman, Mr. Phil Kieffer, Vice Chairman, Mr. Forrest Floyd, Mrs. Vera Jones Mr. Steve Mason and Mr. Reggie Loper met in regular session at 5:00 pm on Tuesday, May 20, 2014 in the Commissioners' Meeting Room at the Effingham County Administrative Complex

PERSONS ATTENDING THE MEETING

Mrs. Elizabeth Pavlis, County Attorney, Mr. Toss Allen, Interim County Administrator, Mr. Adam Kobek, Director of Community Relations, Mrs. Stephanie Johnson, County Clerk, Mrs. Joanna Wright, Finance Director, Mr. Steve Liotta, County Engineer, Ms. Fiona Charleton, Purchasing Agent, Mr. George Shaw, Zoning Administrator, Mrs. Elizabeth Hursey, Clerk Superior Court, Mr. Scott Hinson, Chief Magistrate, Mrs. Beth Mosely, Probate Judge, Mr. Jack Garvin, Ms. Dinah King, Ms. Tracy Tipton, Ms. Shirley Bridges, Mr. Ryan Thompson, Ms. Tina Ansel, Ms. Gigi Rigsby and Mr. Pat Donahue

CALL TO ORDER

Chairman Kessler called the meeting to order.

INVOCATION AND PLEDGE TO THE AMERICAN FLAG

Chairman Kessler gave the invocation. Chairman Kessler 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 Loper seconded the motion. The motion carried unanimously.

MINUTES

Chairman Kessler asked if there were any corrections or additions to the minutes of the May 6, 2014 Commission meeting.

Commissioner Floyd made a motion to approve the minutes of the May 6, 2014 meeting as written. Commissioner Jones seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

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

CORRESPONDENCE

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

OLD BUSINESS**CONSIDERATION TO APPROVE THE REVISED DEVELOPMENT IMPACT FEE STUDY (01):**

Commissioner Jones made a motion to table this item until the June 17, 2014 Commission meeting. Commissioner Loper seconded the motion. The motion carried unanimously.

NEW BUSINESS**CONSIDERATION TO APPROVE THE FIRST READING OF THE FISCAL YEAR 2014-15****BUDGET (01):**

Due to the discussion and questions during the budget workshop, Commissioner Loper made a motion to table this item until the June 3, 2014 Commission meeting to allow for more time to review the information presented. Commissioner Jones seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RENEWAL OF THE GASBOY AGREEMENT FOR THE BACKYARD FUEL SYSTEM CARD READER SOFTWARE AND SUPPORT (02):

Purchasing Agent Charleton explained Gasboy has been providing software/support for the backyard fuel system card reader since 2000. The software is used for monitoring and reporting fuel usage from the tanks located at the County owned Fuel Island to our current fuel provider.

The current agreement with Gasboy for the fuel pump card reader software/support expires on June 10, 2014. The card reader is owned by the County but is a Gasboy reader, so the software is proprietary. The County has received a renewal agreement from Gasboy.

The term of the agreement is one year, from June 10, 2014 to June 10, 2015, and will automatically renew for 1 year periods unless 30 days written notice is given. The cost for the annual agreement is \$320.00. The online renewal terms and conditions have been reviewed and approved by the County Attorney.

Commissioner Loper made a motion to approve the renewal agreement with Gasboy for the year June 10th, 2013, to June 10th, 2014, and Board approval for the purchasing agent to renew the agreement online. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A NEW AGENCY AGREEMENT WITH VERIZON WIRELESS (03):

Purchasing Agent Charleton explained the County has contracted with Verizon Wireless for cellular service since 2010. The service agreement with Verizon is the Georgia Technology Agency Agreement which offers the Federal rate to state and local governments. GTA and Verizon Wireless recently signed a new contract, so in order to continue receiving the Federal rates; the County must renew their agreement with Verizon.

Commissioner Jones made a motion to approve the new GTA agency agreement between Verizon Wireless and Effingham County Board of Commissioners, and approve for the Chairman to execute the agreement. Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO ACCEPT A QUOTE AND ISSUE A CONTRACT TO E & D COATINGS, INC. FOR THE REHABILITATION OF HODGEVILLE WETWELL AND MANHOLE (04):

Purchasing Agent Charleton explained the Hodgeville lift station Wetwell, and gravity manhole immediately outside the lift station fence, were constructed

in late 2005. Since then, the Wetwell and manhole have been subjected to corrosive environments (hydrogen sulfide gas and sulfuric acid) generated by microbiological sources present in domestic wastewater. The concrete walls in both structures need rehabilitation to restore structural integrity and provide corrosion resistance by application of a coating system. Several acceptable alternate coatings were specified to allow competitive bids to be obtained. The contractor will also repair any voids present in the Wetwell and manhole.

Commissioner Floyd made a motion to approve the bid and issue a contract to E & D Coatings, Inc. for the rehabilitation of Hodgeville Wetwell and Manhole and approve a budget amendment. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO ACCEPT PROPOSAL FOR ARCHITECTURE AND ENGINEERING SERVICES FOR SR 119 RECREATION COMPLEX IMPROVEMENTS (05):

Community Relations Director Kobek explained the Board has approved the Short Term Work Program which contains Improvements to SR 119 Recreation Complex in Springfield. The improvements include site, civil, electrical, architectural improvements and a new gymnasium; these improvements were included in the STWP at \$1,755,000.

A request for proposals was issued on the ECBOC website, Georgia Procurement Registry, Georgia Local Government Access website and advertised in the local papers and sent to previous county vendors. A pre-proposal meeting/site visit was held on 4/15/14.

The County received 7 proposals and each were scored/ranked according to criteria outlined in the RFP package, 25pts for Experience, 20pts for Qualifications of personnel, 15pts for project understanding and methodology and 40pts for fee proposal.

The CHA Sports team demonstrated a wealth of prior experience in sports complex design, master planning, site development, landscape design, facility

system evaluation and gymnasium experience including municipal and county recreation facilities in Georgia and offered the lowest design fees at \$79,500.

Commissioner Loper made a motion to accept the proposal from CHA Sports and staff will begin contract preparation. Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO ACCEPT PROPOSAL FOR ARCHITECTURE AND ENGINEERING SERVICES FOR PUBLIC WORKS AND FLEET MAINTENANCE FACILITY (06):

Community Relations Director Kobek explained the Board has approved the Short Term Work Program which contains the design and construction of a new Public Works and Fleet Maintenance Facility at an estimated project cost of \$550,000. The facility will house the Fleet Maintenance Operation and Public Works staff, and is proposed to be located in close proximity to the current Public Works Office.

A request for proposals was issued on the ECBOC website, Georgia Procurement Registry, Georgia Local Government Access website and advertised in the local papers and sent to previous county vendors. A pre-proposal meeting/site visit was held on 4/16/14

The County received 6 proposals and each were scored according to criteria outlined in the RFP package, 25pts for Experience, 20pts for Qualifications of personnel, 15pts for project understanding and methodology and 40pts for fee proposal.

Reardon Bock is in Savannah and offers a fixed price of \$33,000 for all required service and has demonstrated experience in designing garage type facilities and office spaces.

Vice Chairman Kieffer made a motion to accept the proposal of Reardon Bock and direct Staff to begin contract preparation. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO AWARD A CONTRACT AND ISSUE A NOTICE TO PROCEED FOR MCCALL ROAD RESTRIPING TO PEEK PAVEMENT MARKING, LLC. (07):

Interim County Administrator Allen explained the striping on McCall Road is faded and hard to see. Blandford Elementary is located on McCall Road and generates a lot of traffic. There have been several requests from the school and general public to restripe the road.

An Invitation to Bid for McCall Road Restriping was advertised on the Effingham County Board of Commissioners website; the Georgia Local Government Access Marketplace Website and on the Department of Administrative Services website. Two bids were received. The apparent low bidder is Peek Pavement Marking, LLC with a bid price of \$32,620.00. Peek Pavement Marking responded in accordance with the Invitation to Bid and provided the required bid bond.

Commissioner Loper made a motion to approve the contract with Peek Pavement Marking, LLC with a bid price of \$32,620.00. Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

REPORTS FROM COMMISSIONERS AND ADMINISTRATIVE STAFF

Interim County Administrator Allen discussed the following:

- 1. Sheriff's Office Updates**
 - Attached is an update to the progress of the Sherriff's Office project.
- 2. Blue Jay Road and McCall Road Improvements**
 - Work is underway.
- 3. Ash Road Repairs**
 - Most of the milling has been completed with the resurfacing to follow soon.
 - Additional roads will be repaired to the extent a change order can be issued.
- 4. Fleet operation, Maintenance and Management Services**
 - Three proposals were received.
 - After the proposals are reviewed, pricing will be received.
 - A contract will be presented to the Board once the bids have been evaluated.
- 5. Fleet Fuel Purchasing and Card Management Services**
 - No bids were received.
 - The purchasing department is investigating Wright Express.
- 6. Atlas Sand Planning Services**
 - 4 bids were received.
 - A contract will be presented to the Board on June 3rd.
- 7. Disaster Debris Monitoring and Financial Recovery Services**
 - No bids were received.
- 8. Disaster Debris Removal Services**
 - 6 bids were received.

- Bid award will be presented to the Board on June 3rd.
- 9. Zittrouer Road Repairs**
 - Bids are due May 20th.
 - A contract will be presented to the Board on June 3rd.
- 10. Upcoming Bids**
 - Bid packages are being prepared for Paved Road Resurfacing, Ash Road Repairs, Equipment Purchases and ISO Consulting Services.
- 11. Gateway Behavioral Health**
 - The deadline for Gateway's request for appointments to the Gateway BHS governance board has been extended to a future uncertain date.
 - One appointment of a person reflective of the cultural and social characteristics, including gender, race, ethnic, and age characteristics, of the community service board area and county population, to serve a two year.
 - One elected or appointed official to serve concurrent with his/her term of office in your county.
- 12. Effingham Parkway**
 - Will present the updates schedule, cost estimate and concept report to the Board on June 3rd.
- 13. Regulated MS4**
 - An update on the requirements for pursuing a waiver or preparing the required information for participating in the program will be presented to the Board on June 3rd.
- 14. Chamber of Commerce Annual Meeting**
 - The Chamber's annual meeting will be held on Thursday June 5, 2014 from 7:00 – 9:00 PM at the Effingham County High Scholl. Reservations must be made by May 23, 2014.
- 15. Emergency Management**
 - The process for Effingham County to be certified as a Storm Ready Community has been completed.
 - The Storm Ready program helps community leaders and emergency managers strengthen local safety programs, it is also one of the requirements for additional funding from FEMA in the event of a State Declared Emergency.
- 16. Binary Bus**
 - On Friday May 9th, we received notification that Binary Bus will discontinue its MapIT solution, which we use to host our GIS mapping website externally.
 - They intend to discontinue application enhancements and customizations immediately.
 - They will continue to support data updates and resolve critical issue until August 2014.
 - The GIS Department is currently working to obtain a replacement vendor for these services.
- 17. Signage In Westwood Heights**
 - A citizen has requested that the intersection of Westwood Drive and Lord Effingham Drive be converted to a three way stop.
 - The cost to convert the intersection is approximately \$150.00.
- 18. STIP Meeting**
 - A meeting to discuss the 2015-2018 STIP has been scheduled for Tuesday, June 24, 2014 at 1:00 p.m. at the Statesboro Area Office.

Adam Kobek discussed the following:

- 19. Advanced Directional sign**
 - Installation for a directional sign for Ebenezer Retreat. Cost to be paid for by Ebenezer Retreat installed by Public Works
- 20. Bid Opening**
 - Received a late bid. Requested direction from the Board on if the bid should be returned

Commissioner Mason discussed the following:

- 21. Erosion, Old Augusta Rd.**
 - When will the erosion be addressed? Staff will follow-up.
- 22. Dixie Estates/Manor Subdivision**

- Received a petition from residents requesting the road be accepted by the County. Will be placed on the June 3rd agenda

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Commissioner Floyd discussed the following:

23. Rumble Strips on Blue Jay Road

- Has any effort been made to issue the noise from the strips?

EXECUTIVE SESSION

At 6:11pm, Vice Chairman Kieffer made a motion to go into executive session to discuss personnel, property and pending litigation. Commissioner Loper seconded the motion. The motion carried unanimously.

EXECUTIVE SESSION MINUTES

Chairman Kessler called for a motion to approve the May 6, 2014 executive session minutes. Vice Chairman Kieffer made a motion to approve the minutes as read. Commissioner Loper seconded the motion. The motion carried unanimously.

PLANNING BOARD

Countryside Baptist Church (01): A public hearing was held on an application by Countryside Baptist Church for a conditional use to operate a daycare on the property of the church located at 1201 Noel C. Conaway Road Map# 375 Parcel# 4 in the First District.

Zoning Administrator Shaw explained the request for the conditional use is to allow for a daycare. There is sufficient area for the use and there would be no traffic issues.

No one was present in favor or against the request.

Commissioner Floyd made a motion to approve the request with the following Planning Board and Staff recommendations:

1. Applicant must meet all state requirements for a day care.
2. All outdoor play areas must be fenced.

Commissioner Jones seconded the motion. The motion carried unanimously.

Tracy Tipton (02): A public hearing was held on an application by Tracy Tipton for a variance from Sec. 3.3.1- Accessory Buildings to reduce the setback for

a boat carport located at 117 Hawthorne Drive Map# 418D Parcel# 47 in the Second District.

Zoning Administrator Shaw explained variance is for the side setback of the property. Staff recommended denial. Planning Board recommended approval.

Ms. Tracy Tipton approached in favor of her request.

Commissioner Jones made a motion to approve the request as recommended by the Planning Board. Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

D.R. Horton (03): A public hearing was held on an application by D.R. Horton, Inc. to rezone 360 acres from PD to PD to amend the master plan to reduce lot sizes located off of Hwy 30 Map# 419 Parcel# 2 in the Second District.

Zoning Administrator Shaw explained the request is to revise the master plan to reduce the lot size to a 50 foot minimum and reduce the number of townhomes to be constructed, in addition to revising the location of the recreation area.

Mr. Ryan Thompson with Thomas & Hutton Engineering explained the side setbacks are currently at 7 ½ feet.

There was a discussion about fire access and fire ratings.

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

1. The total number of approved units shall not change.
2. Additional recreational space shall be added to make up for the smaller lot sizes and the loss of the ball field.

Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

Bartow Orendorff (04): A public hearing was held on an application by Bartow Orendorff to rezone 7.05 acres from AR-2 to AR-1 located at 3760 Noel C. Conaway Rd Map# 436 Parcel# 70 in the Second District.

Zoning Administrator Shaw explained the request is to rezone to allow for a second dwelling on the property which is only allowed in an AR-1 zoning.

No one was present in favor or against the request.

Commissioner Jones made a motion to approve the request with the following Planning Board and Staff recommendations:

1. Each lot shall meet the requirements of the AR-1 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. Any subdivision plat shall be approved by the Health Department and the Zoning Office.

Commissioner Loper seconded the motion. The motion carried unanimously.

Dennis & Tina Ansel (05): A public hearing was held on an application by Dennis & Tina Ansel to rezone 1 acre located at 4022 Riverside Drive from AR-1 to AR-2 Map# 224 Parcel# 7 in the Third District.

Zoning Administrator Shaw explained the request is to allow for the property to be subdivided.

Ms. Tina Ansel explained she would like to rezone the property to allow for a homesite for her daughter.

Commissioner Mason made a motion to approve the request with the following Planning Board and Staff recommendations:

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. Any subdivision plat shall be approved by the Health Department and the Zoning Office.

Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

Judy Wheeler (06): A public hearing was held on an application by Judy Wheeler for a conditional use to allow for a family cemetery located at 393 Reedsville Road Map# 421 Parcel# 31 in the Third District.

Zoning Administrator Shaw explained the request is to allow for a one acre family cemetery.

No one was present in favor or against the request.

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

1. A plat of the cemetery must be approved by the zoning administrator and recorded at the courthouse
2. The property used for the cemetery shall be no more than one acre.

Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

Fay Lancaster (07): A public hearing was held on an application by Faye Lancaster to rezone 1.07 acres from AR-1 to AR-2 located on Mock Road Map#409 Parcel# 59 in the Fourth District.

Zoning Administrator Shaw explained the request is to rezone to allow for a home site for a child.

No one was present in favor or against the request.

Commissioner Loper made a motion to approve the request with the following Planning Board and Staff recommendations:

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. Any subdivision plat shall be approved by the Health Department and the Zoning Office


Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

ADJOURNMENT

At 7:23 pm, Commissioner Jones made a motion to adjourn the meeting.

Vice Chairman Kieffer seconded the motion. The motion carried unanimously.


WENDALL KESSLER, CHAIRMAN


STEPHANIE JOHNSON, COUNTY CLERK