

**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, June 3, 2014 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, Mrs. Stephanie Johnson, County Clerk, Mrs. Joanna Wright, Finance Director, Mr. Steve Liotta, County Engineer, Ms. Fiona Charleton, Purchasing Agent, Mr. David Ehsanipoor, Mr. Clarence Morgan, Recreation Director, Mr. Scott Hinson, Chief Magistrate, Mr. Steven Chan, Mr. Larry Weddle, Mr. Lowell Morgan, Mr. Patrick Graham, Ms. Elaine Spencer, Ms. Bea Saba, Mrs. Christine Kirkland, Dr. Franklin Goldwire, Mr. Christian Kruse, Ms. Christy Divine, Mr. Adam Bryant, Ms. Claudia Collier, Mr. Grady Rahn, Mr. Patrick Graham, Mr. Jack Garvin, Ms. Dinah King, Mr. Jamie Deloach, Ms. Gigi Rigsby and Mr. Pat Donahue

CALL TO ORDER

Chairman Kessler called the meeting to order.

INVOCATION

Commissioner Jones gave the invocation.

PLEDGE TO THE AMERICAN FLAG

Chairman Kessler led the Pledge to the American Flag.

AGENDA APPROVAL

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

MINUTES

Chairman Kessler asked if there were any corrections or additions to the minutes of the May 20, 2014 Retirement Workshop, Budget Workshop and Commissioner's meeting.

Commissioner Loper made a motion to approve the minutes of the May 20, 2014 meetings in bulk as written. Commissioner Floyd 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.

CONSENT AGENDA

Commissioner Loper made a motion to approve: **(1)** the Second Reading of 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 Rd Map# 375 Parcel# 4 in the First District **(2)** the Second Reading of 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 **(3)** the Second Reading of 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 **(4)** the Second Reading of 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 **(5)** the Second Reading of 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 **(6)** the Second Reading of 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 **(7)** the Second Reading of an application

by Fay Lancaster to rezone 1.07 acres from AR-1 to AR-2 located on Mock Road Map# 409 Parcel# 59 in the Fourth District **(8)** to approve the Anticipated Collections Addendum from Non-Federal Sources for the (SAVE) Program **(9)** to renew the Memorandum of Understanding with the Effingham County Board of Education for the use of schools as disaster shelters **(10)** renew the Memorandum of Understanding with the Georgia Forestry Commission for antenna/receiver space on the County tower located at the transfer site on Courthouse Road **(11)** to renew the current rental agreement with the Department of Juvenile Justice for office space **(12)** to renew the agreement with Moreland Altobelli Associates, Inc. for on-call right-of-way services **(13)** to renew the Memorandum of Understanding with the Georgia Department of Public Safety for antenna/receiver space on the County tower located at the transfer site on Courthouse Road **(14)** to renew the Cooperative Agreement with the Georgia Forestry Commission **(15)** to renew a rental agreement with Concerted Services, Inc. **(16)** to renew the lease agreement with Omniflight Helicopters d/b/a Rescue Air 1 (LifeStar) **(17)** to renew the Fire Protection Services Agreement with the City of Newington.

Commissioner Floyd seconded the motion. The motion carried unanimously.

OLD BUSINESS

CONSIDERATION TO APPROVE THE FIRST READING OF THE FISCAL YEAR 2014-2015

BUDGET (01):

Finance Director Wright gave an overview by a power point presentation outlining the details of the proposed budget which included revisions requested from the Budget Workshop held on May 20, 2014.

Interim County Administrator Allen addressed the questions previously asked by the Board.

Mr. Lowell Morgan explained based on what was presented their concerns pertaining to vehicles and furnishings have been addressed. Mr. Morgan further expressed concerns for the pay range of the appraisers.

Members of the Library Board approached to express concerns about the funds allotted for their budget.

There was a discussion about the cuts to the Library funding over the years and how services can be extended on Saturdays.

Commissioner Jones made a motion to approve Option 2B of the budget which includes adding an additional \$35,000 for the Library for a total budget of \$26,807,617.61. Commissioner Mason seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE PROJECTS APPROVED BY THE SHORT TERM WORK PROGRAM (02):

Community Relations Director Kobek explained after discussions with the Recreation Director the estimates for projects requested which qualifies for SPLOST funds have been revised to a dollar amount of \$45,000. This amount was removed from property acquisition.

Commissioner Loper made a motion to approve \$45,000 for netting at Sandhill and Equipment building at Sandhill. One is \$15,000 and the other is \$30,000 for a total of \$45,000. Commissioner Jones seconded the motion. The motion carried unanimously.

NEW BUSINESS

CONSIDERATION TO APPROVE THE STATE GRANT CONTRACT, PROPERTY USE AGREEMENT AND FISCAL AGENT FOR FAMILY CONNECTION (01):

Finance Director Wright explained each year in the past the County has been requested to act as the fiscal agent for Family Connections in several ways. We act as fiscal agent for a state appropriated grant. Earlier this year the Board approved an agreement to act as the fiscal agent for the Family Connection grant. The agreement outlines the general operations and responsibilities of each party regarding this funding to Family Connections.

Commissioner Loper made a motion to approve the contract, property use agreement and fiscal agent for Family Connection. Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN AGREEMENT FOR RECEIPT OF NON-DESIGNATED FUNDS TO FAMILY CONNECTION – UNITED WAY (02):

Finance Director Wright explained the County acts as fiscal agent for several grants and for additional funds Family Connection receives from United Way. This is considered United Way non-designated funding for Family Connections. Early this year the Board approved to act as the fiscal agent for the Family Connection grant. In addition we prepared agreements for receipt of the Family Connection non designated fund from United Way.

Commissioner Floyd made a motion to approve an agreement for receipt of non-designated funds to Family Connection – United Way. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE PAYMENT TO REPAIR DAMAGE TO MR. STEPHEN CHAN'S PERSONAL VEHICLE (03):

Mr. Stephen Chan explained to the Board that he does not have the funds to repair the damage his vehicle sustained from a pothole on Zittrouer Road. A claim was submitted to ACCG for review. The claim was denied. Mr. Chan further explained the poor condition of the road.

Commissioner Floyd made a motion to deny the request. Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO RENEW THE AGREEMENT FOR LODGING EXCISE TAX DISTRIBUTION WITH THE EFFINGHAM COUNTY CHAMBER OF COMMERCE (04):

Purchasing Agent Charleton explained the County currently has an agreement in place with the Chamber of Commerce for lodging excise tax distribution. The terms of the agreement are July 1, 2013 through June 30, 2014 with the option to renew annually unless otherwise cancelled, and provided a proposed budget is submitted to the County by the Chamber. The budget has been received by the County.

Ms. Dinah King, President of the Chamber of Commerce, spoke in favor and answered questions from the Board.

Commissioner Floyd made a motion to approve the agreement for lodging excise tax distribution with the Chamber of Commerce to automatically renew on July 1, 2014 for the period July 1, 2014 through June 30, 2015. Commissioner Jones seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A WARRANTY DEED AND EASEMENT FOR THE COUNTY PUMP STATION IN PARK WEST SUBDIVISION (05):

County Engineer Liotta explained the property owners are proposing to prepare a revised plat for the pump station which has not yet been submitted and requests to have the item tabled or removed.

Commissioner Loper made a motion to remove the item from the agenda. Commissioner Jones seconded the motion. The motion carried unanimously.

DISCUSSION ON THE ACCEPTANCE OF DIXIE DRIVE FOR COUNTY OWNERSHIP AND MAINTENANCE (06):

Interim County Administrator Allen explained Dixie Drive is an approximately 0.57 mile long dirt road located off Old Dixie Highway South, directly across from Kieffer Hill Road that serves twenty properties. The road was constructed in 1989 in conjunction with Dixie Manor and Dixie Estates Subdivisions.

A petition signed by 26 people was submitted requesting The Effingham County Commissioners to accept the responsibility to maintain the road. The County currently maintains approximately 115 miles of dirt roads within Effingham County. Kieffer Hill Road, which is located directly across Old Dixie Highway South from Dixie Drive, is currently being maintained by Public Works. The cost to maintain the roadway would be minimal. A deed will need to be prepared and signed by Grady Q. Rahn and Eva R. Bentson to transfer ownership of the right-of-way to Effingham County.

Mr. Grady Rahn stated he has no issue with signing a deed to transfer ownership and believes his sister will be in favor of it as well.

The Board instructed Staff to move forward with deed preparation to present for consideration to be approved on a future Commission agenda.

CONSIDERATION TO EXECUTE AN AGREEMENT FOR ARCHITECTURE AND ENGINEERING SERVICES WITH CHA SPORTS FOR SR 119 RECREATION COMPLEX IMPROVEMENTS (07):

Community Relations Director Kobek explained on May 5 2014, the Board accepted a bid from CHA Sports/HGBD for architectural and engineering services for SR119 Recreation Complex improvements.

The contract covers the following key elements: stakeholder coordination, programming, revised master plan, project phasing and scheduling, bid packages and construction documentation. The agreement is for the fixed price of \$79,500 for all required services, and complies with the accepted proposal. The agreement has been reviewed and approved by the County Attorney. The work is anticipated to take approximately 4 months to complete.

Mr. Patrick Graham of CHA Sports gave ideas for consideration for the Board to decide what they want the project plan to look like.

Vice Chairman Kieffer made a motion to table the request until the second meeting in July. Commissioner Jones seconded the motion. The motion carried unanimously.

CONSIDERATION TO ACCEPT A QUOTE FROM INTEGRATED SCIENCE AND ENGINEERING INC. FOR SURVEYING, ENVIRONMENTAL AND ENGINEERING DESIGN SERVICES FOR THE ATLAS SAND MINE PROPERTY (08):

Commissioner Mason recused himself.

Interim County Administrator Allen explained in 2002, the County purchased an approximately 36.85 acre portion of a larger tract, known as Atlas Sand with funds provided by the Georgia Greenspace Program with a stated goal of utilizing the property as a public recreation facility. In 2003 a concept was developed to utilize the property for a regional State Park.

In 2004, Effingham County obtained a Surface Mining Permit on the property with one of the Special Conditions being that the permit is issued only for the reclamation of the site into a park.

A Request for Quote for Atlas Sand Planning Services 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. Four proposals were received. The apparent low bidder was Integrated Science and Engineering, Inc. with a quote of \$69,241.00. Integrated Science and Engineering responded in accordance with the Quote and provided the required information.

Commissioner Floyd made a motion to approve the quote from Integrated Science and Engineering, Inc. and to take \$19,241.00 from the Ulmer Park Project to complete funding and accept the contract. Commissioner Jones seconded the motion. The motion carried.

CONSIDERATION TO ACCEPT THE ROADS DRAINAGE AND WATER AND SEWER INFRASTRUCTURE IN TIMBERLAKE SUBDIVISION (09):

County Engineer Liotta explained the development was constructed between 2005 and 2007. Punch lists were generated which have not yet been addressed. The lift station has been maintained by but is not County-owned. There are some issues to be addressed prior to acceptance.

There was a discussion about the items to be addressed and who is responsible for making the repairs and preparation of the deed.

Mr. Adam Bryant approached the Board on behalf of the property owner stating the owners are interested in performing the punch list originally submitted.

Commissioner Jones made a motion to approve to accept the infrastructure in Timberlake and improvements are made by the Sellers for up to \$30,000 and receipt of a properly executed deed. Commissioner Loper seconded the motion. The motion carried unanimously.

Commissioner Jones left the meeting for the evening.

CONSIDERATION TO AWARD A CONTRACT AND ISSUE A NOTICE TO PROCEED FOR ZITTROUER ROAD REPAIRS TO R.B. BAKER CONSTRUCTION (10):

Interim County Administrator Allen explained Zittrouer Road has an ash base with a bituminous surface treatment driving surface. The road is in disrepair and handles a significant volume of traffic. Prior discussions with the Board indicated a desire to repair this road utilizing a repair method other than grinding the road and resurfacing with a bituminous surface treatment.

An Invitation to Bid for road repairs to Zittrouer Road 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 R.B. Baker Construction, a division of Reeves Construction Company with a bid price of \$754,744.78. R.B. Baker Construction responded in accordance with the Invitation to Bid and provided the required bid bond.

Commissioner Floyd made a motion to approve the contact with R. B. Baker Construction and issue a Notice to Proceed. Vice Chairman Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO PURSUE A WAIVER FROM REGULATIONS AS A PHASE II MS4 COMMUNITY OR TO SUBMIT A NOTICE OF INTENT AND BEGIN IMPLEMENTING THE REQUIREMENTS OF THE CLEAN WATER ACT'S NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM GENERAL PERMIT GAG610000 (11):

Interim County Administrator Allen gave a power point presentation outlining how to become regulated as a New Phase II Municipal Separate Storm Sewer system. By September 3, 2014, Effingham County must file either a Notice of Intent or a Letter of Intent to Pursue Waiver. Requirements prior to the deadline date were also discussed.

If a Notice of Intent is submitted, a Storm Water Management Plan is due on September 3, 2014. If a Letter of Intent to Pursue Waiver is submitted, a Sampling

Quality Assurance Plan is due on September 3, 2014 and waiver data is due on September 3, 2015.

Commissioner Mason made a motion to approve to submit a Notice of Intent and Storm Water Management Plan. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN AMENDED CONCEPT REPORT FOR EFFINGHAM PARKWAY (12):

Interim County Administrator Allen explained in 2004, a Federal Earmark of \$250,000 was awarded for North South Connector Highway, between SR 119 and SR 30 in Chatham and Effingham Counties. In 2005, a Federal Earmark of \$3,200,000 was awarded for Effingham Parkway to Connect SR 119 to SR 30.

Effingham Parkway included as a project on the final constrained investment list for the Transportation Investment act of 2010 and was proposed to be funded through revenues derived from the new tax, which ultimately did not pass in our region.

Earlier this year Chatham County awarded a contract for engineering services to extend Benton Boulevard from its current end at Highland Boulevard to SR 30, which it intends to construct with SPLOST funding.

After meeting with the Georgia Department of Transportation, Chatham County, Federal Highway Administration and Moreland Altobelli, it was determined that a two lane new location roadway between SR 30 and Blue Jay Road and then utilizing existing portions of Blue Jay Road as well as McCall Road from Blue Jay to SR 21 could be a viable alternative. A revised concept report, schedule and cost estimate has been prepared based on the revised project scope.

Vice Chairman Kieffer made a motion to approve the concept report. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO CHANGE THE DATES OF THE JULY 2014 BOARD OF COMMISSIONERS MEETINGS (13):

County Clerk Johnson explained during the month of July the Board typically cancel or change the dates of the meetings.

Commissioner Mason made a motion to approve to cancel the July 1, 2014 meeting. Commissioner Loper seconded the motion. The motion carried unanimously.

REPORTS FROM COMMISSIONERS AND ADMINISTRATIVE STAFF

Commissioner Loper discussed the following:

1. Courthouse Road Property

- A resident contacted him regarding a drainage easement in the vicinity of a property he is trying to put into CUVA.

Commissioner Mason discussed the following:

1. Property Conveyance

- A resident on Boaen Road lives on the sharp curb would like to donate property to the County to take the curb out.

County Engineer Liotta discussed the following:

1. Invitation

- A stakeholder meeting being held in Savannah on Wednesday, June 11th. Asked the Board for input to convey at the meeting.

Finance Director Wright discussed the following:

1. Audit

- Asked the Board for a date to schedule a meeting for the audit to be presented. Agreed tentatively on June 12th.

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

- Milling has been completed and resurfacing is now underway.
- 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.
- A contract will be presented to the Board on June 17th.

5. Fleet Fuel Purchasing and Card Management Services

- No bids were received.
- The purchasing department is investigating Wright Express.

6. Disaster Debris Monitoring and Financial Recovery Services

- These services are being rebid now.

7. Disaster Debris Removal Services

- 6 bids were received.
- Bid award will be presented to the Board after bids are received on the Debris Monitoring and Financial Recovery Services bids are received.

8. On-Call Plumbing Services

- These services were rebid and once again we didn't receive any bids.

9. Used Equipment Purchases

- 1 Bid was received on June 2nd.

- A contract will be brought to the Board on June 17th.
- 10. ISO Consulting Services**
 - Bids are due June 18th.
 - A contract will be brought to the Board at the first meeting in July.
- 11. Upcoming Bids**
 - Bid packages are being prepared for Paved Road Resurfacing and Ash Road Repairs.
- 12. 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.
- 13. 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.
- 14. Binary Bus**
 - The GIS Department is currently working to obtain a replacement vendor for these services.
 - They are in contact with GIS, Inc. and the Coastal Regional Commission.
- 15. Signage in Westwood Heights**
 - The intersections of Melrose Drive and Lord Effingham Drive and Green Drive and Lord Effingham Drive will be converted to three way stops.
- 16. 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.
- 17. Grace Lane**
 - Ms. Shearouse called to request directional signage be placed at Grace Lane and Ft. Howard Road to help with semi-trailers that are still turning onto Grace Lane.
- 18. CAT Operations and Maintenance Center Open House**
 - Chatham Area Transit will be holding an open house for their Operations and Maintenance Center on Thursday, June 12, 2014 from 4:00-6:00 pm.
 - The Operations and Maintenance Center is located at 900 East Gwinnett Street, Savannah, GA 31401.
- 19. Georgia Civic Awareness Program for Students**
 - The ACCG Civic Affairs Foundation Board of Directors approved a grant of \$3,750 to Effingham County to fund its participation in the Georgia Civic Awareness Program for Students.
 - ACCG would like the opportunity to publicly present the check to the Board of Commissioners.

EXECUTIVE SESSION

At 10:01pm, Vice Chairman Kieffer made a motion to go into executive session to discuss personnel, property and pending litigation. Commissioner Mason seconded the motion. The motion carried unanimously.

EXECUTIVE SESSION MINUTES

Chairman Kessler called for a motion to approve the May 20, 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.

ADJOURNMENT

At 11:03 pm, Vice Chairman Kieffer made a motion to adjourn the meeting.

Commissioner Loper seconded the motion. The motion carried unanimously.



WENDALL KESSLER, CHAIRMAN



STEPHANIE JOHNSON, COUNTY CLERK