

EFFINGHAM COUNTY
BOARD OF COMMISSIONERS MEETING
February 21, 2017

The Board of Commissioners of Effingham County, Georgia, Mr. Forrest Floyd, Mrs. Vera Jones, Mr. Jamie Deloach Vice-Chair, Mr. Reginald Loper and Mr. Phil Kieffer met in regular meeting 5:00 pm on Tuesday, February 21, 2017 in the Commissioners Meeting Room at the Effingham County Administrative Complex. Mr. Wesley Corbitt was not present for the meeting.

PERSONS ATTENDING THE MEETING

Mr. Toss Allen, County Administrator, Mr. Edward Newberry, County Attorney, Mrs. Stephanie Johnson – County Clerk, Mrs. Joanna Wright – Finance Director, Mrs. Fiona Charleton-Purchasing Agent, Mr. Clint Hodges – Fire Chief/EMA Director, Mrs. Vicki Dunn, HR Director, Mr. Jack Garvin, Mr. Tony Chiariello, Ms. Elaine Spencer, Mr. Jeff Freas, Mr. Ben Wall and Mr. Brett Bennett

CALL TO ORDER

Vice Chairperson Deloach called the meeting to order.

INVOCATION

Commissioner Jones gave the invocation.

PLEDGE TO THE AMERICAN FLAG

Vice Chairperson Deloach led the Pledge.

AGENDA APPROVAL

Commissioner Jones asked the Board to consider adding an item to the agenda as New Business Item# 11 for consideration to pay up to \$15,000 for waste water intrusion repair.

Commissioner Jones made a motion to approve the agenda with the addition of New Business# 11 consideration to pay up to \$ 15,000 for wastewater intrusion repair.

Commissioner Loper seconded the motion. The motion carried unanimously.

MINUTES

Commissioner Kieffer made a motion to approve the minutes of the February 7, 2017 Commission meeting as read. Commissioner Loper seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

Vice Chairperson Deloach stated public comment should be limited to agenda items only.

CORRESPONDENCE

Vice Chairperson Deloach 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 the following Consent Agenda items: (1) Consideration to approve to renew a Service Order with Stamps.com. Commissioner Kieffer seconded the motion. The motion carried unanimously.

NEW BUSINESS

CONSIDERATION TO APPROVE AN AGREEMENT FOR THE COUNTY TO ACT AS FISCAL AGENT FOR FAMILY CONNECTION REGARDING THE GRANT CONTRACT WITH THE STATE OF GEORIGIA (01):

Finance Director Wright explained the request is based on a grant received from the State. This agreement simply outlines that we will act as fiscal agent for Family Connection for the Grant Contract with the State of Georgia.

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

CONSIDERATION TO APPROVE AN AGREEMENT WITH GREATER GEORGIA LIFE FOR SHORT AND LONG TERM DISABILITY PROGRAM ACCESS (02):

Human Resources Director Dunn explained this company is our provider for short and long term disability. Staff has requested to access Greater Georgia Life's online program to view real time information and assist employees more efficiently. There is no budgetary impact with approving this request.

There was a brief discussion about a provision in the agreement that the governing law and disputes would be litigated in accordance with the laws of the State of Indiana. The Company was asked to change it to Georgia but declined. County Attorney Newberry stated it is often the case that Company's do not change their stance when located within another state.

Commissioner Floyd made a motion to approve the agreement allowing access for the Human Resources Staff to access the employee files for Short Term and Long Term Disability. Commissioner Jones seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A JOB DESCRIPTION FOR AN ASSISTANT COUNTY ADMINISTRATOR (03):

Human Resources Director Dunn explained an email of the current job description was sent to the Commissioners requesting comments and feedback. Staff recommended changes be made to the description. The current description, the proposed changes and the final document have been provided to the Board via the agenda material.

The Board discussed needing additional time to review and make comments.

Commissioner Jones made a motion to table the request until the March 7, 2017 Commission meeting. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE ADDED SERVICES FOR ACA REPORTING WITH CLIFTON LARSON ALLEN LLP (04):

Human Resources Director Dunn explained last year the County contracted with CliftonLarsonAllen LLP to provide the ACA reporting to go to the Internal Revenue Service. Staff is asking for the company to do the filing for 2016. Last year they only provided information to the IRS but there's no indication that employees received the 1094-C and 1095C. This year we would like to provide this documentation to the employees as well.

CliftonLarsonAllen, LLP was contacted to ask if they could provide the services needed and what they would charge to provide both the e-file and copies to employees. Their response was sent via email, stating that they could provide the services and their fee for e-file would remain the same at \$1.00 per form for approximately \$423.00. Additionally, they would provide the e-file and mail copies to our employees for a cost of \$8.00 per form which would be approximately \$3,600.

Staff also asked for a price from our Agent of Record, Capstone Benefits. Their quote to provide the e-file and mail the forms to our employees was \$18.00 per form for a cost of \$7,614.00

Commissioner Loper made a motion to approve to respond via email that the County would like to have CliftonLarsonAllen, LLP provide the services, both e-file the 1094-C and 1095-C forms to the IRS and the employee copy of the 1095-C mailed. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE BUDGET CALENDAR FOR FISCAL YEAR ENDING 2017 (05):

Finance Director Wright explained each year the Board reviews and approves a Budget Calendar. Staff believes the calendar can be approved as outlined for this upcoming fiscal budget year.

Commissioner Kieffer made a motion to approve the Budget Calendar for Fiscal Year ending 2017 as submitted. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 75, ARTICLE 1 – SECTION 75-1 REQUIRED CONNECTIONS TO WATER, SEWER AND WATER REUSE LINES (06):

County Administrator Allen explained at your last meeting an item was on your agenda to deny services based on location of lines. The Board asked that Staff bring a revised ordinance before the Board for consideration. The proposed ordinance states *“The requirement to connect to water, sewer and reuse lines as stated in this section may be waived by the Board of Commissioners if they determine that the cost of extending the water, sewer and reuse lines outweighs the public benefit or there are circumstances unique to the project that make the extensions infeasible”*.

County Attorney Newberry confirmed the proposed changes are in line with the concerns of the Board from the last meeting.

Commissioner Jones made a motion to approve the First Reading of the ordinance as presented. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE TO ENTER INTO AN AGREEMENT WITH THE CITY OF SPRINGFIELD FOR THE USE OF INMATES (07):

County Administrator Allen explained this agreement nearly mirrors the other inmate agreements with various entities. The County Attorney has reviewed and approved the agreement. Consideration needs to be given to the start date for the agreement as the City is still in the process of purchasing a vehicle.

Mr. Brett Bennett with the City of Springfield stated will the County have to hire a guard and the City purchasing a vehicle are to areas of consideration to determine the start date.

County Administrator Allen stated the cost noted in the agreement includes hiring a guard for this use.

Commissioner Loper made a motion to approve the agreement with the start date of April 1, 2017. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A SETTLEMENT AGREEMENT RELATED TO EMS BILLING (08):

County Attorney Newberry explained the US Attorney's office reached out to the County near the end of 2016 to inform us that Medicare has been taking a look at ambulance transports from hospital to hospital across the nation, more particularly in Georgia and requested an audit, which has been completed. An agreement has been reached however the County does not admit to any liability. There is no lawsuit no litigation as result. After performing the audit some issues were found. The County utilizes the services of a third party billing company who does the coding and base the information on what is used by EMS. The audit has shown how these entries should be coded. The settlement cost is \$30,000. Measures have been put in place to prevent future errors.

County Administrator Allen explained on February 22nd Martin Rowe of Department of Health and Human Services has already trained staff on additional areas to look at to allow the billing company to make a definitive determination. Bills have also been requested from the consultant to ensure compliance. Upon review, some errors have already been found. Staff most likely will come back to the Board to request bidding out these services.

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

CONSIDERATION TO APPROVE TO REAPPOINT GUSSIE NEASE TO SERVE ON THE BOARD OF HEALTH (09):

County Clerk Johnson explained Ms. Nease is a current board member. Her term is set to expire February 2017. She represents the seat for Advocate for the County's needy, underprivileged, or elderly community. Staff recommends reappointment of Gussie Nease to the Board of Health.

Commissioner Floyd made a motion to reappoint Gussie Nease to represent Effingham County on the Health Department Board. Commissioner Kieffer seconded the motion. The motion carried unanimously.

Ms. Gussie Nease thanked the Commissioners for reappointing her to serve on the Board. Ms. Nease stated she was appointed as Chair of the Board at the last Board of Health meeting. She expressed thanks for the Health Department and the service they provide to the community.

CONSIDERATION TO APPROVE TRAVEL FOR THE DISTRICT DAYS AT THE CAPITOL FOR THE CLERK AND COMMISSIONERS (10):

County Clerk Johnson explained District Days at the Capitol will be held February 22nd, March 1st and March 8th in Atlanta. Attending any one of the three sessions will count as three hours of continuing education credits. The registration cost is \$50.00 per person.

Commissioner Floyd made a motion to approve travel cost. Commissioner Kieffer seconded the motion. The motion carried unanimously.

Addition to Agenda

CONSIDERATION TO APPROVE UP TO \$15,000 FOR MANHOLE REPAIRS (11):

Commissioner Jones explained there have been discussions in workshops about upcoming repairs to be done at the wastewater treatment facility. It seems this work is time sensitive and at least this amount of the work needs to be done at this point regarding intrusion issues. This work was added in the contract to not exceed \$15,000.

County Administrator Allen explained there are five different areas that have been identified with major infiltration issues. This has been an issue for some time. A contractor has been identified who is able to make the necessary repairs.

Commissioner Jones expounded the quote notes that the total cost is not to exceed \$15,000. If unforeseen conditions arises and additional funds are needed the County will be notified and approval obtained prior to commencement of work.

Commissioner Jones made a motion to approve the request as presented. Commissioner Kieffer seconded the motion. The motion carried unanimously.

REPORTS FROM COMMISSIONERS AND ADMINISTRATIVE STAFF

County Administrator Allen discussed the following:

- 1. Monthly Wastewater Treatment, Water Distribution, Vehicle Maintenance and Public Works Report**
 - The monthly Wastewater Treatment, Water Distribution, Vehicle Maintenance and Public Works Report for the month of January 2017 have been provided to each of you.
- 2. Monthly Senior Citizens Center Report**
 - Attached is the monthly Senior Citizens Center report for the month of January 2017.
- 3. ACCG 2017 Annual Conference**
 - The 2017 Annual Conference will be held April 28 through May 1, 2017 at the Savannah International Trade and Convention Center.
 - A tentative conference agenda is attached.
- 4. Boy Scout Litter Pickup**
 - The Boy Scouts have an annual Great American Cleanup. This year the event will take place on April 08, 2017.
- 5. Gateway Behavioral Health**

- Gateway will be hosting an Open House at their new office located at 108 E. 8th Street in Rincon on March 4, 2017 from 10:00 until 12:00.
- 6. Coordinated Highway Assistance & Maintenance Program**
 - The Coordinated Highway Assistance & Maintenance Program (CHAMP) is a complimentary service made possible by state dollars resulting from the Transportation Funding Act of 2015.
 - Once fully operational, CHAMP will be staffed by 48 full-time operators and 18 full-time dispatchers. A total of 51 branded, custom-fitted CHAMP trucks will patrol 16 hours a day – and be on call the other 8 hours - 7 days a week.
 - CHAMP service will begin in our area on Tuesday, April 4, 2017.
- 7. Parent University**
 - Parent University – Effingham will hold their winter session on Saturday, February 25, 2017 from 11:00 am until 2:00 pm at the Effingham County Middle School.
- 8. Georgia Department of Behavioral Health & Development Disabilities**
 - The Georgia Department of Behavioral Health & Development Disabilities is seeking to fill 2 vacancies on the Regional Advisory Council.
 - The role of the Advisory Council is to promote public awareness of mental health, developmental disabilities and addictive disease disorders, and to help the public better understand individuals and their needs and services.
 - A list of requirements for appointment to the Advisory Council is attached.
- 9. Rincon Solar**
 - AES Distributed Energy will be holding a ribbon cutting for their solar farm on Wednesday, February 22 at 10:30 am.
 - The address for parking is 3100 McCall Road.

County Clerk Johnson discussed the following:

- 1. Fire Banquet**
 - To be held Saturday, March 4th at 6:30 pm
- 2. Fire Monthly Report**
 - The January 2017 monthly report has been provided.

HR Director Dunn discussed the following:

- 1. County Administrator Contract**
 - Is set to expire in April 2017; email sent to the Board to review and advise of any changes.
- 2. Agent of Record**
 - The Board previously advised that an RFP should be sent out during the next cycle for an Agent of Record. Is the Board still interested in moving forward in that manner?

Commissioner Floyd discussed the following:

- 1. Sandhill Area**
 - Asked Staff to follow up on speed limit signs and cleanup in this area.

Commissioner Jones discussed the following:

1. Westwood Heights

- Was asked by a resident about possible water quality issues. The County does not provide water for this area, was told to contact water provider. There also was a concern about drainage. Engineering Staff will be making a site visit to determine if the issue with drainage is on County property.

Commissioner Kieffer discussed the following:

1. RFP for Solid Waste

- Discussed with Staff some particulars of the RFP including but not limited to 6 week bid process, terms of the contract, truck routes, hydraulic fluid leakage, new carts and the age of trucks

EXECUTIVE SESSION

There was no executive session.

EXECUTIVE SESSION MINUTES

Commissioner Kieffer made a motion to approve the February 7, 2017 executive session minutes. Commissioner Loper seconded the motion. The motion carried unanimously.

ADJOURNMENT

At 6:10 pm, Commissioner Loper made a motion to adjourn the meeting. Commissioner Jones seconded the motion. The motion carried unanimously.



JAMIE DELOACH, VICE CHAIRMAN



STEPHANIE JOHNSON, COUNTY CLERK