

April 2013 Agenda

Toombs County Board of Commissioners Agenda Large Courtroom -
April 16, 2013 5:30PM - Regular Board Meeting
Call to Order
Invocation
Approve Agenda
Approval of Minutes: March 19,
2013 Regular Board Meeting and March 27, 2013 Called Board
Meeting
Public Participation
Development Authority Report
Department Reports
County Manager Report

- Employee Recognition
- Financial Report
- EMS Report
- New EMS Building - Update
- Total Quality Management Program - Update
- Payroll - Direct Deposit - Update
- December 31, 2012 GASB #25 Financial Reports for the Toombs County Defined Benefit Plan - Update
- LMIG Program - Update

Approval of McLendon Proposal for Turn Lane at Highway 130 –
TSPLOST

Mutual Aid Agreement with City of Swainsboro

Pineland BHDD Community Services Lease for Fiscal Year 2014

Beer & Wine License Application

- Shobhana Patel d/b/a “The Country Pantry”

Standing Committee Reports

Commissioners Comments

Adjournment

Toombs County Board of Commissioners Work Session Agenda

Large Courtroom April 16, 2013

15 minutes after Regular Board Meeting Adjournment

Building/Facilities Maintenance

Convenience Centers

April 2013 Meeting

**TOOMBS COUNTY BOARD OF
COMMISSIONERS
2013**

**LARGE COURTROOM APRIL 16,
5:30PM REGULAR**

MEETING PRESENT: MICHAEL BLAKE TILLERY, JEFF MCCORMICK, ROY LEE WILLIAMS, WENDELL HUGH DIXON, DENNIS DARRIEL NOBLES, HOWARD KAUFOLD, JOHN M. JONES, AND BELINDA WHIRLEY **Call to Order:** Chairman Tillery called the meeting to order. **Invocation:** Reverend Barry Gibson gave the invocation. **Approve Agenda:** Vice-Chairman McCormick made a motion seconded by Commissioner Dixon to approve the agenda with an amendment to add Pineland BHDD Community Services Lease for Fiscal Year 2014 following the Approval of Beer & Wine License for "The Country Pantry". Motion carried unanimously. **Approval of March 19th, 2013 Regular Meeting:** Commissioner Nobles made a motion seconded by Commissioner Williams to approve the minutes of the March 19th, 2013, Regular Meeting. Motion carried unanimously. **Approval of March 27th, 2013 Called Meeting:** Commissioner Dixon made a motion seconded by Vice-Chairman McCormick to approve the minutes of the Called Meeting on March 27th, 2013. Motion carried unanimously. **Approval of Work Shop March 19th, 2013:** Commissioner Nobles made a motion seconded by Commissioner Dixon to approve the minutes of the Work Shop held on March 19th, 2013 following the Regular Meeting. Motion carried unanimously. **Public Participation:** None **Development Authority Report:** Bill Mitchell of the Toombs-Montgomery County Development Authority handed out articles from the Advance about Economic Development. It turned out to be on the success of our industries and businesses over the last three years. We are going to be featured in the next issue of the Georgia Trend, May Edition. We will get some benefit out of this. Mr. Mitchell is excited about working with the Commission in the next few months. Mr. Jones, County Manager has completed the paperwork for the first GDOT T-SPLOST Project in the State of Georgia. This will help US Pet and Chicken of the Sea and the new Spec Building. He thanked Mr. Jones for a job well done. Mitchell reminded everyone that the Onion Festival is this week and invited all to come out and participate in the festivities. It is our big deal of the year. Chairman Tillery thanked Mr. Mitchell for all the work he is doing.

Department Reports:

County Manager Reports:

Employee Recognition: Chairman Tillery introduced Nickie Muzafarov as Employee of the Month. He presented her with a \$50.00 gift certificate to her favorite restaurant Elements.

Financial Report: Mr. Jones informed the Commission that the Financials were in their packets and asked if there were any questions.

EMS Report: Next he reported that there were 411 calls during the month of March for Ambulance Department. Also, there were expenditures of \$115,501.29 and revenues of \$103,144.01. In addition, Our EMS Director has been elected to the Executive Committee of the EMS Association.

New EMS Building Update : Jones informed the Commission that the grand opening for the new EMS Building will be Tuesday, April 23rd, 2013 at 6:00PM. Everyone is invited to attend.

Total Quality Management Program – Update: The Quality Management Team has made several recommendations to the commission and are planning another meeting tomorrow. The team is really doing a good job.

Payroll – Direct Deposit – Update: The Payroll Direct Deposit should be up and running within the next few weeks. We have had about an 80% participation rate for the service of Direct Deposit.

December 31, 2012 GASB #25 Financial Report for the Toombs County Defined Benefit Plan –Update: Mr. Jones presented the Commission with a copy of the 2012 Financial Report for the Toombs County Defined Benefit Plan. He informed the Commission that the Plan is 92% funded. The recommended contribution has always been made by prior Commissions.

LMIG Program – Update: The County has received the money for the LMIG Program to resurface B.A. Darley, Sanders and Van Lewis Rd. These roads were chosen by the last Commission. The Commission voted last month to approve Hofstadter and Associates to manage the project.

Invitations to bid will run for 4 weeks and work should begin in June and last for 90 days. That would put the project completion date somewhere between the end of August and the beginning of September.

Approval of McLendon's Proposal for Turn Lane at Highway 130 –

TSPLOST: Commissioner Dixon made a motion seconded by Commissioner Nobles to approve the Proposal for a Turn Lane at Hwy 130 in the amount of \$161,901.69. Motion carried unanimously.

Mutual Aid Agreement with City of Swainsboro: Vice-Chairman McCormick made a motion seconded by Commissioner Nobles to approve the Mutual Aid Agreement with the City of Swainsboro. Motion carried unanimously.

Beer & Wine License Application: Vice-Chairman McCormick made a motion seconded by Commissioner Nobles to approve the Beer & Wine License for Shobhana Patel d/b/a "The Country Pantry". Commissioner Williams abstained from the vote. Motion carried by a 3-0 vote.

Pineland BHDD Community Services Lease for Fiscal Year 2014: Commissioner Dixon made motion seconded by Vice-Chairman McCormick to approve the Pineland BHDD Community Service Lease for Fiscal Year 2014. Motion carried unanimously.

Standing Committee Reports: Commissioner Dixon invited everyone to the ribbon cutting for the new EMS Building.

Commission Nobles informed everyone that they will be traveling to Jacksonville Georgia tomorrow to visit the Republic's Recycling Center and hope to bring back some good ideas.

Commissioners Comments: Commissioner Nobles thanked the road department for all they do.

Commissioner Williams also thanked the road Department for the good job that they do.

Commissioner Dixon mentioned that he had attended the seat belt check and barbeque. The turnout was very good.

Vice-Chairman McCormick thanked the Commission and the County Manager for the flowers and thoughts when his grandmother passed away.

Also, he mentioned the road projects that have been approved and expressed his appreciation to the manager and the road department for all they do. He is thankful for all these projects that are presently getting under way of fixing of the roads with the LMIG and T-SPLOST Funds.

Commission Dixon thanked everyone for flowers and their thoughts during the loss of his mother.

Chairman Tillery mentioned that there are a lot of things that go on in the county on a daily basis and the people out there working do a great job which makes the Commission's job easier. He thanked all county employees for what they do.

Also, he informed the Commission that subdivisions have been developed and the roads have not been deeded to the county and we are trying to correct some of this. The developer leaves and then problems occur which could have been prevented if they had deeded the road to the county to begin with.

Also, he mentioned how impressed he is with the Total Quality Management Team. He thanked them for their ideas and promised that they are looking at ways to improve the county but of course some of this is going to cost money. We will have to look at these a little more carefully.

Also, a murder suspect was caught in the Wal-Mart Parking Lot. Therefore, the Sheriff is doing his job well too.

Adjournment: Vice-Chairman McCormick made a motion seconded by Commissioner Dixon to adjourn at 6:00pm. Motion carried unanimously.

**TOOMBS COUNTY BOARD OF COMMISSIONERS
COURTOOM APRIL 16,
2013**

LARGE

6:15PM WO

RK SESSION PRESENT: MICHAEL BLAKE TILLERY, JEFF MCCORMICK, ROY LEE WILLIAMS, WENDELL HUGH DIXON, DENNIS DARRIEL NOBLES, HOWARD KAULFOLD, JOHN M. JONES, AND BELINDA WHIRLEY
Call to Order: Chairman Tillery called the meeting to order.
Building/Facilities Maintenance: Mr. Alvin Hitchcock appeared before the Commission to give an update on buildings and maintenance. He maintains the Ross Bowen, Courthouse, Human Resource, Voter Registration, DFACS, Health Department and Pineland Mental Health. In addition, he maintains 9 voting precincts that are cleaned,

maintained and the grass is cut. Also, he cleans Gray's Landing bathrooms and the Cedar Crossing Park. In addition, there is one cemetery in Cedar Crossing that he maintains. Mr. Hitchcock oversees Animal Control; Housekeeping; Grass Cutting; Prison Crews and Community Service workers. Mr. Glen Davis helps with maintenance of the buildings and small electrical and plumbing jobs. Another gentleman who helps with preventive maintenance on an as needed basis is Bobby Kimball. Mr. Kimball fixes all the air conditioners and installs new units. Also, he does electrical and plumbing work as needed. Mr. Pete Usher and fill in Ray Neesmith answers all animal control calls and delivers dogs to the Lyons Animal Pound. Pete helps maintain and service the lawn equipment and Mr. Neesmith helps oversee Community Service Workers on Saturday. Ms. Danielle Brinson and Keisha Eady clean the courthouse and all other buildings under Mr. Hitchcock's care. They oversee the Community Service Workers and help all offices as needed with answering the phones. In addition, they file and make sure that the monthly order for paper supplies and cleaning supplies are done in a timely manner. Mr. Herman Joyce, Ray Neesmith and Calvin Howell make up the grass crew. They cut and maintain all county paved roads. They clean up around the four remaining dumpster sites. Also, they cut around all buildings and keep the hedges trimmed and looking tidy. **Convenience Centers:** Alvin oversees 6 convenience centers throughout the county. He supervises the convenience centers and makes sure they run smoothly. He delivers any supplies needed to help run the sites. There are two part time workers who alternate days at each of the 6 centers and there are 4 alternate workers who fill in as needed. The Convenience Centers are open 7:00AM - 7:00PM Monday, Wednesday, Friday and Saturday. Also, they are open on Sundays from 1:00PM-6:00PM. **Adjournment:** There being no further business the meeting adjourned.