

**July 21, 2015**

**5:30 PM**

**REGULAR BOARD MEETING**

**PRESENT:** **BLAKE TILLERY, JEFF MCCORMICK, ALFRED CASON, WENDELL HUGH DIXON, DENNIS DARRIEL NOBLES, HOWARD KAUFOLD, JOHN M. JONES AND HELEN HARRIS.**

**Call to Order:** Chairman Tillery called the July meeting to order at 5:33 PM.

**Invocation:** Commissioner Cason gave the invocation.

**Approve Agenda:** Commissioner Dixon made a motion, seconded by Commissioner Nobles to accept the agenda as presented. Motion carried unanimously.

**Approval of Minutes:** Commissioner Nobles made a motion, seconded by Commissioner Cason to approve the Minutes of June 16, 2015, as presented. Motion carried unanimously.

**PUBLIC PARTICIPATION:** None

**Development Authority Report:** In the absence of Bill Mitchell, Michele Johnson stated that they have \$255,000 in the revolving loan fund and will accept applications for any businesses that are expanding or needs to purchase equipment. Dot Foods has been asked to provide input requiring cold storage needs from logistic storage companies. The Edge Grant Project for Chicken of the Sea and US Pets has been officially closed out by the state. It was determined by the state that all obligations have been met. Lion King has requested more detail about our spec building and is in hopes they will choose this location for their business. Project USA, global market, which is relocating their manufacturing back to the US and Latin America, are projecting 185 jobs and a 70 million dollar investment. We are just keeping our fingers crossed.

**Department Reports:** None

**Consideration of Approval of Resolution to Adopt 2014 Amended and Restated Plan.** Manager Jones states that we have received a resolution to bring our Defined Retirement Plan into compliance with new IRS Rules regulating the same. Manager Jones recommends that the Board adopt the 2014 amended and restated plan.

**Toombs County Defined Benefit Plan and Authorize Chairman to Sign Documents for the same:** Commissioner Dixon made a motion, seconded by Vice-Chairman McCormick to adopt the resolution to adopt the 2014 Amended and Restated Plan and Authorize the Chairman to sign Documents for the same. Motion carried unanimously.

**Recognition of Departments under Budget for 2014:** Manager Jones states the recognition of the departments that were under-budget. They are: (1) Board of Elections, (2) Financial Administration (3) Board of Assessors, (4) Clerk of Courts (5) State Court, (6) Solicitor and (7) Probate Court. Previously we awarded them 5% of the amount saved to be used for their office in any particular need the department head determined. Manager Jones requested that the board continued with that policy. Vice-Chairman McCormick made a motion, seconded by Commissioner Dixon to award the seven departments, five percent of the savings. Motion carried unanimously.

**Consideration of Approval of Lease Agreement with the State of Georgia for Space for the Department of Veterans Service:** Manager Jones states that this is the Veterans Service's standard lease for the space they use in the building located across from Lyons First Baptist Church. Manager Jones recommends that the Board approve.

Commissioner Nobles made a motion, seconded by Vice-Chairman McCormick to approve the lease agreement with the State of Georgia for Space for the Department of Veterans Service. Motion carried unanimously.

**Consideration of Approval of Members to the Land Use Committee:** Manager Jones stated as we plan for the future of Toombs County, we see the potential growth for our area. We need this committee to help give their input growth for our area. We need this committee to help give their input where we may plan ahead. The considered members are: Mike McKinley, Jerry Pittman, Ricky Mitchell, Tommy Rollins, and Harry Moses. Manager Jones requests the board to consider these members for the Land Use Committee.

Commissioner Dixon made a motion, seconded by Commissioner Nobles to approve the five members to the land use committee. Motion carried unanimously.

**Consideration of New Building Permit Fee and Failure to Obtain Fee:** Manager Jones said that it is our purpose to encourage obtaining a permit and we may wish to leave the fee (\$3) or perhaps a slight increase but raise the current penalty of \$50 to something higher. After discussion, the board agreed to leave the fees as stated and to advertise four weeks in the newspaper to allow the public to know we are going to start enforcing this permit that was created in 1996. Commissioner Nobles will conduct a study on what the fines

should be and report back with his results in two months. Commissioner Nobles agreed to do the study.

Commissioner Nobles made a motion, seconded by Commissioner Dixon to run advertising in the newspaper allowing the public to be aware of this Building Permit Fee before we start enforcing the rule again. Motion carried unanimously.

**Consideration of  
Accepting an Ordinance  
Policy:**

Manager Jones stated that in the last month's meeting the Chairman, Vice-Chairman and Manager would meet and draft a revision and to report back to this month's meeting. Vice-Chairman McCormick stated that there was a change with the time line and noted on the back page of the revised copy of the policy, Vice-Chairman McCormick recommends that the board approve this Ordinance Policy.

Vice-Chairman McCormick made a motion, seconded by Commissioner Nobles to accept the Ordinance Policy as printed. Motion carried unanimously.

**Consideration of  
Acceptance of Dirt  
Road Improvement  
Rating Form:**

Manager Jones previously requested a proposed rating form in which the county could begin building a list of potential roads for our construction crew to begin work on. Vice-Chairman McCormick said he and the Chairman were charged with coming up with the Dirt Road Improvement Rating Form. Length and right of way acquisition is a very important factor. Vice-Chairman McCormick requested a motion to approve the Dirt Road Improvement Rating Form.

Commissioner Nobles made a motion, seconded by Commissioner Cason to accept the Dirt Road Improvement Rating Form. Motion carried unanimously.

**Consideration of  
Approval of Agreement  
for Collection of  
Delinquent EMS  
Accounts with Credit  
Bureau Associates of  
Georgia:**

Manager Jones states that the county attorney has looked over the contract and doesn't have an issue with it. EMS Director Carroll spoke highly of the Credit Bureau Associates of Georgia services they provide.

Commissioner Dixon made a motion, seconded by Commissioner Nobles to approve the agreement for collection of delinquent EMS Accounts with Credit Bureau Associates of Georgia. Motion carried unanimously.

**Consideration of  
Emergency Repair at  
the Jail:**

Manager Jones provided the cost of the repair at the jail. The repair included the removal of two boilers and replacing them with three new boilers. He requested that a motion be made to approve this invoice to be paid in the amount of \$28,550.00 dollars, which will be paid out of the jail fund. There are

certain fines and additional fees that are collected and reserved for any improvements or repairs to the jail so the funds are available at this time.

Vice-Chairman McCormick made a motion, seconded by Commissioner Cason to approve the invoice for the repairs at the Jail. Motion carried unanimously.

**Consideration of  
Authorization for an  
RFP for Architectural  
Drawings for Public  
Works/Road  
Department Building:**

Manager Jones stated that we have previously identified a location adjacent to the landfill for the new Public Works Building. We have cleared this area and have built a road to it off Highway 15. The next step is for the plans to be drawn for this building. Manager Jones requested that the Board approve the request for proposal for the architectural drawings for Public Works/Road department.

Commissioner Nobles made a motion, seconded by Vice-Chairman McCormick to Authorize RFP for Architectural Drawings for Public Works / Road Department Building. Motion carried unanimously.

**Consideration of Bids  
for Maintenance on  
Various Paved Roads:**

Manager Jones stated that we have had some problems with Lent Stephens Road, Dixon Lake road, and Cadillac Drive Road. McLendon Enterprises was the only bid we received for these roads, Jones requested that the Board accept and award this bid to McLendon Enterprises.

Commissioner Nobles made a motion, seconded by Commissioner Dixon to award McLendon Enterprises in the amount of \$82,536.43 for the repair of sections on Lent Stephens Road and pay with the SPLOST funds. Motion carried unanimously.

Vice-Chairman McCormick made a motion, seconded by Commissioner Dixon to award McLendon Enterprises in the amount of \$25,772.60 for the repair of sections on Dixon Lake Road and pay with the SPLOST funds. Motion carried unanimously.

Commissioner Cason made a motion, seconded by Commissioner Dixon to award McLendon Enterprises in the amount of \$25,313.40 for the repair of sections on Cadillac Drive Road and pay with the SPLOST funds. Motion carried unanimously.

**Consideration of Bids  
on Scott Drive Paving:**

Manager Jones stated that they have not received any bids so far on this project. One company was unable to submit a bid because they were in South Carolina and could not able to do the project until after the first of the year. HOPEFULLY, Manager Jones will have some bids in the next two weeks for the Board to consider.

Consideration of Bids on Scott Drive Paving was tabled due to not having any bids submitted at this time.

**COUNTY MANAGER  
REPORT –**

**Financial:** We are 50% through the year and expenses are at 47.8%. The tax digest, which we received last week, has come in at slightly \$2 million above last year's digest. Later this week Manager Jones will be presenting the Commissioners with a schedule so that we can set a millage rate for 2015.

**EMS:** EMS had 503 total calls with 87 in Montgomery County and 416 in Toombs County and a total miles of 20,715 for the month. Year to Date we handled 3,202 calls and drove 117,113 miles. Director Carroll has been working on a grant that was available to purchase new radios for EMS. Currently we are looking at the grant money and proceeds from selling our existing radios that would result in enough funds to purchase the radios at no cost to the county.

**UP-DATE – Ezra Taylor Road Project:** The final condemnation proceeding is Wednesday. We are still on schedule for an August 18<sup>th</sup> bid opening date.

**UP-DATE – Glynn James Road Project:** Manager Jones has a meeting next Tuesday with the engineer and contractor to discuss the beginning of this project and the cost on Phase II. There have been some delays because of moving of utilities, permitting use and such.

**UP-DATE Solid Waste Site Expansion:** EPD finally gave a list of some additional items that they wished to see before giving their final approval of this project. Those items have now been supplied. EPD has 30 days before they have to respond. We are confident that we should be receiving final approval shortly.

**Other Items:** County Manager Jones has received a request to use county right of ways for a geological study. The study will last one week and will be conducted on the first week in August. They are studying the fault line in Georgia. Their study is from Winder Georgia to Fernandina Beach Florida. The study is being conducted by a joint participation of several universities headed by Columbia University. If there are no objections Manager Jones will notify the group that they have approval to proceed.

**CDBG Grants:** The CDBG grants application was for the paving of Pendleton Creek Road, a portion of Deer Run Road and Oscar Cruz Road. The award will be announced in August by the Governor's office.

## **Commissions**

### **Comments:**

**Commissioner Nobles:** Appreciates the employees, especially the ones that work outside in the heat. He is excited to work with the leaders and what accomplishments that has been made. Pooler is the fastest growing city and he is glad we are planning for the future. In Florida he observed a junk yard that has a privacy fence around it and how it preserved the looks of the area and he foresees the committee doing the same for our future plans for our growth. Commissioner Nobles stated that he will not be at the next month's meeting because he will be out of state.

**Commissioner Cason:** Excited about working with the Board of Commissioners and appreciate each member for being patient with him and he just made his six months on the job.

**Commissioner Dixon:** Thanked Raymond and his guys for what they do. New Ambulance should be arriving in Oct. He congratulated Chairman Tillery for completing his core curriculum in school.

**Vice-Chairman McCormick:** Being involved with growth of Schools and growth of Church, growing problems are fun, growing pains can hurt and he thinks that we are on track for our growing pains. Our growing problems should not hurt but should be fun, we are setting up the entire community for the growth of our community with the committee we have in place.

**Chairman Tillery:** Stated that he just returned from his commissioners training and to hear the other counties deal with their Commissioners and how they deal with Management, we are fortunate to have the manager and group of Commissioners that we have in our county. Each member makes it so easy and I appreciate each one of you.

**EXECUTIVE SESSION:** To cover certain legal items. Vice-Chairman McCormick made a motion, seconded by Commissioner Dixon for the executive session to begin for the purpose of litigation. Motion carried unanimously.

Chairman Tillery stated we will stand in recess for about five minutes.

Vice-Chairman McCormick made a motion, seconded by Commissioner Dixon to adjourn the Executive Session and return to the regular session. Motion carried unanimously.

Vice-Chairman McCormick made a motion, seconded by Commissioner Nobles to authorize the chairman to contact the District Attorney by letter about an on-

going criminal investigation in which the county has requested his assistances.  
Motion carried unanimously.

Chairman Tillery asked for a motion to adjourn if there are no other questions.  
Commissioner Dixon made a motion to adjourn, seconded by Vice-Chairman  
McCormick. Motion carried unanimously.

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**Michael Blake Tillery, Chairman**

**Attest:** \_\_\_\_\_  
**Helen Harris, County Clerk**