

REGULAR BOARD MEETING

PRESENT: **JEFF MCCORMICK, ALFRED CASON, WENDELL HUGH DIXON, DENNIS DARRIEL NOBLES, JOHN M. JONES, HELEN HARRIS, AND GAIL WIDNER**

Call to Order: Vice-Chairman McCormick called the meeting to order at 5:30 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
April 21, 2015 Commissioner Nobles made a motion, seconded by Commissioner Cason to approve the minutes as written. Motion carried unanimously.

Public Participation: None.

Development Authority
Department Reports: Bill Mitchell reports that the Showcasing Toombs Montgomery was successful and he appreciated all the contributions that were made. The funding goes to leadership programs and to the Drugs Don't Work Programs, etc. The next Development Authority will be held on Thursday, May 21st. The 100,000 square foot Spec Building has been completed and the certification of completion received. Ten years ago it was farm land and we have over 400,000 square foot of buildings and somewhere around 500 employees' right now and that isn't bad for rural Georgia. I give all the credit to Wendell Dixon. Volvo has decided to do business in South Carolina around the Charleston Area opposed to the mega site in Savannah. We will be doing some heavy marketing over the next few months on the Spec Building. Mr. Mitchell stated that he will be at the Georgia Economic Development Association annual meeting this week where there will be 19 state developers and 8 departments of community affairs that will be coming to the meeting. Hopefully this will bring someone into this building. Thank you for your support, we really appreciate it. Commissioner Nobles asked Mr. Mitchell if we were on time with the completion of the building. Mr. Mitchell explained we did not bring it on time; it was suppose to be mid October. The problem that we faced was the special panels that only two companies could supply. They were delayed and it affected the time line. We were able to show the building even with-out the panels being present. What made Volvo go to SC? Our state did as much as they could. South Carolina had a "Free Cash Pot" it seems that they can give away. The South Carolina governor is absolutely dedicated to

bringing projects to South Carolina that could be locating in Georgia. She has done a great job; I will have to give her credit. Georgia did a good job, I'm sure of that. We have not gotten the critiques back yet but when we do we will know what the deciding factors were. How many jobs were there? For example KIA created about 500 jobs and when you add the suppliers into that equation, think about how many extra jobs were added after KIA located, we were hoping to be one of those or Byron County.

**EMS WEEK
RECOGNITION:**

Vice-Chairman McCormick presented a Certification of Appreciation to Raymond Carroll for the Toombs/ Montgomery EMS staff. Mr. Carroll announced that this week is EMS Week across the country. Commissioners and a few select people are invited to our banquet that will be held this Thursday night starting at 6:00 PM in the Community Center. Some of the Doctors have been so generous and come forward and said they would pay for the banquet for the guys.

Department Reports:

None

**Consideration of
Declaring the
Following Surplus
Assets:**

Manager Jones describes the two vehicles that need to be disposed of, which are, (one) 2001 Chevrolet 3500 – Fire Department and (one) 1987 Suburban – Fire Department. There is (one) 1984 Ford F350 that needs to be transferred to the Road and Bridge Department for use as a maintenance truck. Manager Jones stated that he would like for the board to entertain a motion to declare the 2001 Chevrolet 3500 and the 1987 Suburban as surplus property and give us the authority to sell them under a sealed bid format.

Commissioner Chairman made a motion, seconded by Commissioner Dixon to accept the consideration of the vehicles as presented. Motion carried unanimously.

**Consideration of
Approval Authorizing
Purchase of a Brush
for Toombs
County Fire
Department:**

Manager Jones: The purchase of a brush truck is need at the Toombs County Fire department; this is for the South Thompson district. At this time they do not have one there. Manager Jones asked the board for an approval to purchase a used one for up to the amount of ten thousand dollars. These funds will be taken from the SPLOST.

Commission Dixon made a motion, seconded by Commissioner Cason to purchase a brush truck for the South Thompson District Fire Department in Toombs County, not to exceed ten thousand dollars. Motion carried unanimously.

**Consideration of
proposed FY 2016**

Manager Jones states that the District Attorney, Hayward Altman, has submitted the budget for the coming year that starts July 01 with

**Middle Judicial
Circuit District
Attorney's Office:**

no changes from last year and has asked the board to approve the budget. Commissioner Nobles asked Manager Jones how was it based on percentages as a base, how is that calculated, by population or size or what? Manager Jones: It is based on the Census that is taken every ten years and based on the population in the district. We are the largest inside of our district so we carry the heaviest load of any other county. I believe it is a little over twenty seven and a half percent. We also do the same for superior court and also for the public defender's office. The next nearest one is Emanuel County which is twenty two point eight percent. To answer your question it is based upon the census.

Commissioner Nobles made a motion, seconded by Commissioner Dixon to approve the Proposed FY 2016. Motion carried unanimously.

**Consideration of
Approval of revised
Ordinance:**

Manager Jones stated that the revised copy of the Mobile Home Ordinance is enclosed in the packet. Several changes, in which some Mobile Home are abandonment, proper place for the Tax Decal, defined the moving of a mobile home, and providing a certificate of occupancy to the Assessors. The landing had to be constructed on site, now you can purchase from a home improvement center. We have been talking about this several months now and I would like the board to consider passing this ordinance.

Commissioner Nobles made a motion, seconded by Commissioner Dixon to approve the revised copy of the Mobile Home Ordinance. Motion carried unanimously.

**Consideration of
Increase In Fees and
Penalties in Building
Permit Ordinance:**

Manager Jones states the next thing to discuss is the increase in fees and penalties in building permit ordinance. At this time the fee are three dollars for the building permit and the penalty is fifty dollars. The purpose of this ordinance is where the assessors would know what construction was being done in the county. The assessors could then prepare an equitable digest. Since 1996/1997, no revisions have been made. I do not really want the board to do anything as far as making a decision tonight, just to begin the process of reviewing this. Vice Chairman McCormick stated it was something that needed to be discussed. I don't know of anyone in this building that would know this is done or that we have had it, nor has it been enforced at any length since it was first implemented in January 1997. We do believe this will help our county. Every three years the assessors go out and assess properties. Vice-Chairman McCormick suggests a possible workshop and recommended this be tabled. Lynn Moore spoke up and said this will help if there was a tornado, outside contractors could possibly

take advantage of our citizens and this would deter this type of action.

Commissioner Dixon made a motion, seconded by Commissioner Nobles to table this consideration. Motion carried unanimously.

**Consideration of
Appointment of
Nancy Stanley to the
Pineland Behavioral
Health/Developmental
Disabilities Board:**

Manager Jones states that prior to this year former Commissioner, Roy Williams, served on the Pineland Behavioral Health/Developmental Disabilities Board and Mr. Williams has asked to resign from that board, given his health issues. Pineland has asked us to appoint someone to take his place; asking if the board would consider appointing Nancy Stanley to that board.

Commissioner Dixon made a motion, seconded by Commissioner Nobles to appoint Nancy Stanley to the Pineland Behavioral Health/Developmental Disabilities Board. Motion carried unanimously.

**Consideration of
Certification of
Completion of
Compliance of Annie
May Drive, Clayton
Drive and Samantha
Drive into the County
Road System:**

This is for the Zorn Land, one year ago we sit down with the owners about that road, and this is an issue that has been going on since 2007. We gave them a list of criteria that we wanted them to address and if they would do that and maintain the roads for one year, then we would come back and consider accepting those road into the county road system. I have inspected the development out there and they have complied with all of those issues and the requirements we had for them Based on them satisfying those requirements that were given to them on May 15, 2014, we need to accept these roads into the county road system.

Commissioner Nobles made a motion that we do this with question to follow and Commissioner Dixon second the motion. Vice-Chairman McCormick opened the table for discussion. Commissioner Nobles asked Manager Jones if we were getting the right-a-way signed over to us. Manager Jones stated that was one of the requirements and is needed for the drainage where the water has to drain off. These right-a-ways have been recorded at the Clerk's office in the court house. Commissioner Nobles asked, What about the right-a-way of the actual road? Manager Jones said, We have a prescriptive easement which means if they sell a lot out there, the new owner does not own the road or the ditch, and their property will start on the back side of the ditch. Vice-Chairman McCormick: How many houses are out there now? Manager Jones, There are 8 houses and one church.

Vice-Chairman McCormick asked if there were any other discussions. All in favor of accepting these three roads into our systems, please say Aye, opposed like sign? Motion carried unanimously.

Consideration of Approval of Building Improvements at Toombs County Department of Health Department Building:

Manager Jones states that we have received a request for some building improvements in the Toombs County Health Department Building. We got some pricing on those improvements but we are not satisfied with the prices we received. I would like for the board to table this for the time being.

Commissioner Dixon made a motion, seconded by Commissioner Nobles to table this consideration. Motion carried to table unanimously.

Consideration of Approval of Renovations of Probate Judge's Office from Georgia Correctional Industries:

Manager Jones explains that the proposal is in your packet. Georgia Correctional industries is a part of the department of Corrections. That group builds furniture, signs, road signs and Module office set-ups and this is what this is. The Probate Judge has requested this and I believe it will help the efficiency of his office. The proposal shows the outlay of the Module office set-up and all we have to do is move the front counter out of there. The panels are prewired for everything. The total cost is \$ 10,174.81. I am requesting the board to approve this and the funds will be paid out of SPLOST.

Commissioner Dixon made a motion, seconded by Commissioner Nobles to approve the renovation of the Probate Office. Motion carried unanimously.

Consideration of Facility Naming Ordinance:

Manager Jones stated that we had a request previously about naming a facility or part of a facility after an individual. At this time we do not have a procedure or policy in place on how to evaluate such a request. I did some research on other counties to see how they did theirs. I have drafted one for us to look at. We really don't have a policy and procedure set-up on how to adopt an ordinance? What kind of public input are we going to have? What will be the time frame in passing the Ordinance? How many meetings should there be before one is actually adopted and to be sure the public is well aware of what is going on before these ordinances get adopted. I just put this out as a draft so we may start working toward doing that. I don't really want the board to make any kind of approval at this time. Vice-Chairman McCormick said that was wise decision. We all trust each other but there is a time where others take advantage of this type of situation and we need to set an example for the future of Toombs County, for the leaders that come after us. There is no required action at this time, but we do need to look at this and this will be a great place to start.

Consideration of Anti-Retaliation/ Whistle-

This is a template of a policy that ACCG and GMA, through their joint liability company that protects county governments from events that

Protection Policy: may occur. This policy would create an environment within the the county for employees who see policy and procedures not being followed; that it would protect them to report what they see and would not have any fear of retaliations against them. This is something that our Auditors encourage us to put in place. Our attorney Howard Kaufold received a copy, reviewed and Okayed it. I would like for the board to consider adopting this Anti- Retaliation/ Whistle-Blower Protection Policy.

Commissioner Nobles made a motion, seconded by Commissioner Cason to accept this policy. Motion carried unanimously.

County Manager Report: The financial report is in your packet. The local option sales tax
Financial Report: collection was up 3.5 percent and year to date it was up 2.8 percent from last year. General Funds are at 32 percent (on budget). We are a third of the way through the year.

EMS Report: EMS had 598 calls in April and drove 16,935 miles. Year to date they have had 2101 calls and 80,798 miles driven. Commissioner Nobles asked if we have the new billing service streamlined. Manager Jones replied, since the new laptops were purchased there are less errors and this has helped speed up the collections process. Vice-Chairman McCormick asked where are we with our fleet of Ambulances, are we getting to a point of having some older vehicles, where are we in that matter? Manager Jones: Our fleet of Ambulances is okay but wear and tear requires us to purchase one new Ambulance and one new box, sometime this year. EMS Director Raymond Carroll stated that speed and efficiency is a must. We do remount the boxes and they are thoroughly checked out, electric and weld sights on the boxes are inspected before and after mounting on the new trucks. There is a fifteen year life expectancy for each box which helps on the cost of operations. Commissioner Nobles asked if we have a mechanism to collect unpaid bills with EMS. Manager Jones stated that we do have a collection agency and we do turn over the accounts that we foresee being collected.

**Other Miscellaneous
Items:**

EMA Repeaters: We approved the repeater and it has been installed and working well. We are assured that Phase I will take care of it. By having the change from Analog to Digital gets us ready for the future, when purchasing mobiles and hand-held radios, we can go to digital instead of Analog. With Analog you will receive a lot of static and with Digital it is either clear or nothing at all. From an investment stand point it was a great

decision. Mr. Lynn Moore states the tower is ready but when it rains we have a problem, so he has someone that has equipment that can tell where the trouble is in the cable on the tower. A test was made with a three watt hand-held radio and only two places did not have coverage; One at Dead River and the other at the boat ramp at McNatt Falls. Analog will be used at these two locations and then where there is coverage the radios will swap to Digital for clearer reception. With the Fifty watt radios, you could communicate all the way to McRae, Georgia. Vice-Chairman McCormick added that it was a great investment!

**Jail Air-
Conditioning
Units:**

The Jail A/C has had four compressors to fail within a week's time. Only one compressor was under warranty. Georgia Power is coming to check and see if it's a surge problem. With that being said, there is a device that costs \$ 150.00 per unit. When you have a rise in power or drop in power this device shuts the unit down, protecting these compressors. There are about 20 air condition units that we would put the device on, which would be \$ 150.00 each unit, plus the time to put them on, but that equals what one compressor would cost and this would warrant the total cost of the devices that are needed to checks the power source.

**Court House
Space:**

Manager Jones is having a meeting at one o'clock tomorrow with the constitutional officers and we are talking about Court House space. One of the things as you know, we have an issue with the air conditioning unit here; we are talking about a half a million to seven hundred thousand dollar investment. A lot of decisions must be made before we put that much money into this building. Are you going to stay in this building long term, and how much space do you need for operation of our county? We are starting that process tomorrow with the county officials. I have already talked to Judge Reaves and Judge Palmer on what plan they feel that Toombs County needs for the Superior Court as far as space for court rooms, what size the court rooms are needed, and how much parking space do we need? We are looking at the future, not as it stands today at twenty eight thousand in the county but what if there were fifty thousand people in the county? Once decided, this will give us a footprint to plan by. This is going to be a long process.

**County Clerk
Helen Harris:**

Vice-Chairman McCormick stated that we have a new face sitting here at the table tonight, how about sharing that with us. Manager Jones introduced our new County Clerk, Helen Harris. Helen has been in our community most of her life. Her husband Tim works for us at EMS, as one of the longest serving members with EMS. She is being trained by the lady that knows everything in county government. We are looking

to the future as you can tell today, we have a lot of stuff going on and I think we have the team together to do it. Vice-Chairman McCormick welcomed Helen, stating that we are glad you are here and we look forward to working with you.

**Standing Committee
And Commissioner
Comments:**

Commissioner Nobles: I appreciate all the county employees; they have made me look good in the last couple of years.

Commissioner Cason: I appreciate all the support that both the individuals and the board have given me and I thank you very much.

Commissioner Dixon: I appreciate everybody, Lynn, Skipper, Earl, Fuzzy, Raymond, Jerry, everybody out there, what you do out there for us. We have had a meeting about the ambulance with approximate 100 more calls per month....we are going to have to purchase a new ambulance.

Commissioner Nobles: Raymond, what type of calls are you getting? Raymond replied, a mixture of things. This is the allergy season for everyone and there are a lot of Upper Respiratory problems and we have also had a lot of automotive wrecks. With the weather becoming pleasant, there are more activities being done which bring on more accidents.

Vice-Chairman McCormick wanted to thank the road Department with all of the rain ... rain ... rain that we have had, they have done a good job.

Adjournment:

Commissioner Dixon made a motion seconded by Commissioner Nobles to adjourn. Motion carried unanimously.

Jeff McCormick, Vice-Chairman

Attest:

Helen Harris, County Clerk