

REGULAR BOARD MEETING

PRESENT: **DAVID SIKES, ALFRED CASON, WENDELL HUGH DIXON, DARRIEL NOBLES, TOMMY ROLLINS, JOHN M. JONES, BLAKE TILLERY AND HELEN HARRIS.**

Call to Order: Chairman Sikes called the September 17, 2019 meeting to order at 5:45 P.M.

Invocation: Commissioner Cason gave the Invocation.

Approve Agenda: Chairman Sikes asked for approval of the Agenda.

Vice-Chairman Dixon made a motion, seconded by Commissioner Cason to approve the agenda as presented. Motion carried unanimously.

**Approval of Minutes
August 20, 2019 Regular
Board Meeting:** Chairman Sikes asked for a motion to approve the minutes for the Regular Board Meeting held on August 20, 2019.

Commissioner Rollins made a motion, seconded by Vice-Chairman Dixon to approve the Minutes of the August 20, 2019 Regular Board Meeting as presented. Motion carried unanimously.

**Approval of Minutes
August 30, 2019
Called Meeting:** Chairman Sikes asked for a motion to approve the minutes for the Called Meeting on August 30, 2019.

Commissioner Cason made a motion, seconded by Commissioner Nobles to approve the Minutes of the August 30, 2019 Called Meeting as presented. Motion carried unanimously.

Development Authority

Michele Johnson stated the Chamber Calendar was as followed: Leadership Toombs-Montgomery (LTM) Ag Session will be held September 27, 2019. There will be a Census 2020 Complete County Committee Orientation held on October 3, 2019 at 5:30 PM – 6:45 PM that will be held at the Vidalia Community Center. On October 7, 2019 a Ribbon Cutting for the Therapy Tree at 4:00 PM, 607 Jackson Street, Vidalia. SBDC/TMCOC “Accelerate Your Retail Business” Class will be held on October 8, 2019 from 9:00 AM -4:00 PM, the location will be announced at a later date. Toombs-Montgomery Business Expo will be October 10, 2019 from 4:00 PM – 7:00 PM at the Vidalia Community Center. REACH 2020 – The Chamber is always looking for new ways to add value for its members and better serve the business community. Part of that mission means connecting with as many of our members as they can and targeted ways to connect with their colleagues and support the Chamber’s efforts. That is why the Chamber has launched The Reach Program. The program running through mid-November is being led by Chairman Pat Dixon of the Dixon Management Group as well as three vice chairs: Pete Frost, Angela Lane and Ben Allen. We also have many team captains who will lead their teams to success. Some of the ways this will help businesses are: Increased opportunities for members to gain exposure among Chamber membership and stakeholders; Increased return on investment for member organizations by offering higher-profile visibility in Chamber marketing tools, events and programming to your target audience; Opportunities to participate for members that traditionally have been put off by a perceived cost barrier to entry. The Regular monthly meeting is scheduled for Tuesday, September 24, 2019 at 8:00 AM in the Chamber & Development Authority boardroom. On the Development Authority Calendar: Georgia Economic Developers Association (GEDA) Annual Meeting will be in Savannah, Georgia on September 18th through the 20th. The Georgia Chamber of Commerce (GACOC) Rural Prosperity Summit will be held October 1st – 2nd in Tifton, Georgia. One of our local industries is about to celebrate its 10th year anniversary in Toombs County. Chicken of the Sea will begin their celebration with a breakfast, Monday morning September 23rd; more details about their plans will be announced in an email from the Chamber. The Development Authority Regular monthly meeting is scheduled for Thursday,

September 26, 2019 at 12 noon in the Chamber & Development Authority Boardroom.

Commissioner Nobles stated that if you ever need a presentation, they have a lady that does a good presentation for the Chicken of the Sea. They also bring cases of tuna for everyone to try and enjoy.

Department Reports: None

Public Participation: None

Consideration of Approval of Alcohol License to CEKK, LLC dba John's #2: Manager Jones stated the consideration of approval of an Alcohol License to CEKK, LLC doing business as John's #2. This is an established business that is transferring the lease to a new lease holder. Mr. Clayton Knowles has applied for the Alcohol License and is in compliance with the Ordinance and we are asking the Board to approve his license.

Commissioner Rollins made a motion, seconded by Commissioner Nobles to approve the Alcohol License to CEKK, LLC. dba John's # 2. Motion carried unanimously.

Consideration of Resolution to Apply for FY 2020 Community Development Block Grant: Manager Jones stated that the Resolution to apply for FY 2020 CDBG Grant must be approved before the application can proceed. There was a Public Hearing for the CDBG Grant prior to the Regular Commissioner's Meeting on September 09, 2019. This is a \$ 750,000 Grant, that if awarded, will be used for drainage and improvements (paving) of Emanuel Circle located off of SR 292 East of Lyons and Victoria Circle and Lake Drive off of Cadillac Drive North of Vidalia and there were not any comments from the public at the Hearing. We are asking the Board to approve the Resolution to apply for the Fiscal Year 2020 Community Development Block Grant.

Chairman Nobles made a motion, seconded by Chairman Cason to approve the Resolution to apply for Fiscal Year 2020 Community Development Block Grant. Motion carried unanimously.

Consideration of Appointment of Open Records Officer: Manager Jones stated there was a Memorandum from the County Attorney, Blake Tillery, advising the Board to appoint an open records officer to receive and process open records request. We are asking for the County Clerk, Helen Harris, to serve as the Counties Open Record Officer and for the Sheriff's Office and Detention Center either Marilyn Heard or Heather Bell will serve as the Open Records Officers. We are asking for the Board to approve this Memorandum.

Vice-Chairman Dixon made a motion, seconded by Commissioner Nobles as stated in the Memorandum, appointing Helen Harris as the Open Records Officer for Toombs County for all requests except the Sheriff's Office and Detention Center which either Marilyn Heard or Heather Bell will handle those request. Motion carried unanimously.

Consideration of Appointment of City of Vidalia and City of Lyons Representatives to the Development Authority: Manager Jones stated the County will need to appointment the City of Vidalia and the City of Lyons Representative to the Development Authority to succeed Donnie Alderman and Trent Williams.

Vice-Chairman Dixon made a motion, seconded by Commissioner Rollins to appoint Tim Truxel to the Development Authority who will succeed Donnie Alderman for the City of Vidalia. Motion carried unanimously.

Commissioner Nobles made a motion, seconded by Commissioner Cason to appoint Andy Kimbell to the Development Authority who will succeed Trent Williams for the City of Lyons. Motion carried unanimously.

Consideration of Approval Toombs County Revolving Loan Fund to L.G. Herndon, Jr. Farms Inc.:

Manager Jones stated the application from L.G. Herndon, Jr. Farms, LLC for \$250,000.00 for the expansion at their Greens Facility on US #1. This will increase their production by 40%. The applicant will create 25 new jobs with this expansion. This loan application has been approved by the Development Authority Board who is now recommending that the Board of Commissioners approve the loan as well. We will be recommending that the Board approve this loan application.

Vice-Chairman Dixon made a motion, seconded by Commissioner Nobles to approve the Revolving Loan Fund to L. G. Herndon, Jr. Farms Inc. in the amount of \$ 250,000. Motion carried unanimously.

Consideration of Proposal for Probate Court Case Management:

Manager Jones stated the Probate Court Office is requesting to change their software vendor. Their current vendor had some serious issues with their system. The new vendor suggested is CJT Software Company and is currently being used by 118 Probate Courts in Georgia. CJT Software is a software company founded in 2003 and specializes in case management software for Probate Courts. If approved the purchase price of \$ 12,000 will be paid from SPLOST and the monthly maintenance fee of \$ 250 will be paid from the Maintenance and Operation Budget.

Commissioner Cason made a motion, seconded by Vice-Chairman Dixon to approve the Probate Court Case Management Software for the initial amount of \$ 12,000 paid with SPLOST funds and \$ 250.00 month maintenance fee paid from the Maintenance and Operation Budget. Motion carried unanimously.

Consideration of Approval of Resolution Service Delivery Strategy:

Manager Jones stated that we are required as a County to come to an agreement with the Cities on what services we would provide and who will pay for those services. Each Commissioner has received a 93 page document which is the results of the review of the services. We are asking the Board to approve the Resolution for Service Delivery Strategy.

Vice-Chairman Dixon made a motion, seconded by Commissioner Rollins to approve the Resolution for Service Delivery Strategy and approve the Chairman to sign. Motion carried unanimously.

Consideration of Resolution for Local Agent for Abandonment of Mobile Homes:

Manager Jones stated the 2018 Legislature passed and the Governor signed a bill authorizing counties to designate someone as the local agent (in our case Code Enforcement Officer) as someone who can declare a mobile home abandoned. This will then allow the property owner to remove a mobile home from his property to which the property owner does not have title.

Commission Rollins made a motion, seconded by Commissioner Cason to approve the Resolution for Local Agent for Abandonment of Mobile Homes and to appoint the Code Enforcement Officer to enforce the Abandonment of Mobile Homes. Motion carried unanimously.

Presentation of Request to Prepare an Ordinance Governing the Use and Regulations of Gray's Landing:

Manager Jones stated after improvements to Gray's landing we have had request about the use of the park, especially the overnight camping arrangements. The County needs to prepare an Ordinance that would give the outline of the rules and regulations for the use of the park. In our next meeting we need to begin the process of completing this Ordinance.

Consideration of Declaring Numerous Assets as Excess Property and Disposal Method for Each: Manager Jones read the list of items that were in the need of disposal. The departments and items are: Landfill department has three items: 1990 CAT 12G Motor Grader, hours unknown, Engine operating, transmission bad (list for sale on GovDeals); 1990 CAT 12G Motor Grader, with 25516 hours, engine runs, all forward speeds slipping(list for sale on GovDeals); Bush Hog Turbo 96 Mower (sell for scrap); Roads & Bridges department has four items: 1998 Mack Truck, 311360 miles (sold under a seal bid); 1998 John Deere Tractor, robbed for parts (sold under a seal bid); Zero Turn Mower (sale for scrap); Bush Hog Mower (sell for scrap). We request the Board to disposal of these seven items as noted.

Vice-Chairman Dixon made a motion, seconded by Commissioner Cason to declare the noted assets as excess property and dispose of them as advised by the County Manager. Motion carried unanimously.

County Manager Report

Financial Report:

Manager Jones stated, we are at 67% completion at this point of the year, our M & O Revenues remains on budget for this time of the year and expenses are currently 3% under budget. Landfill Revenues are 7% above budget with expenses 3% under budget. EMS revenues are at budget with expenses of 2% under budget. E911 Revenue is 18% above budget with expenses 11% under budget. We are still looking at expenses to exceed revenues of approximately \$150,000; this is big improvement from the 2018 expenses over revenue of \$214,000. Sales Tax continues to show strong growth in 2019 compared to 2018 August 2019 SPLOST was an increase of almost 6% compared to August 2018.

Other miscellaneous Items: None

Standing Committee Reports:

Commissioners

Comments:

Vice-Chairman Dixon expressed his appreciation to Michele Johnson on how well she has done with the Development Authority.

Commissioner Nobles stated that he was on the Board of Members for District Nine and would like for the all of the Commissioners to attend the meeting at Little Ocmulgee State Park in McRae Georgia on Oct. 29th from 4:00 PM - 6:00 PM; dinner will be served after the meeting. There are fourteen counties in District Nine.

Executive Session – Real Estate & Legal Litigation:

Chairman Sikes asked for a motion to go into executive session for the purpose of discussion on Real Estate and Legal Litigations.

Commissioner Nobles made a motion, seconded by Commissioner Cason to go into executive session after a five minute break. Motion carried unanimously.

Adjournment from Executive Meeting:

Chairman Sikes asked for a motion to come out of Executive Session.

Vice-Chairman Dixon made a motion, seconded by Commissioner Nobles to adjourn from the Executive Session. Motion carried unanimously.

Chairman Sikes announced there were not any motions made as the results of the Executive Session.

Adjournment from Regular Board Meeting:

Chairman Sikes asked for a motion to adjourn from the Regular Board Meeting.

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

The meeting was adjourned at 7:12 PM.

David Sikes, Chairman

Attest: _____

Helen Harris, County Clerk