

Commissioner Hill seconded the motion, and the motion carried unanimously.

Chairman Walker advised that Fire Chief Jeff Doles has been notified that the application for the FY2015 Assistance to Firefighters Grant application submitted on behalf of the Peach County Fire Department has been accepted and approved to receive grant funding in the amount of \$297,551.00 to purchase replacements to their self-contained breathing apparatus inventory. Vice Chairman Moseley moved to formally accept the FY2015 Assistance to Firefighters Grant and to accept the County's commitment to fund \$29,755.00 as the required 10% cash match of the total project cost of \$327,306.00. Commissioner Hill seconded the motion. Motion carried unanimously.

Chairman Walker presented a proposed letter to Mr. Michael Mahan with the State Properties Commission providing a written offer to the Georgia Department of Human Services to purchase Wing E at the Spruce Street Complex at 700 Spruce Street, Fort Valley, Georgia, for the nominal fee of \$100.00. Wing E is the current location of the Peach County Department of Family and Children Services. The letter states that the offer includes a stipulation that ownership of the building will be returned to Peach County in the event that the Georgia Department of Human Services no longer utilizes the building to provide the Department's services. Commissioner Hill moved to approve sending the letter and to authorize the Chairman to sign the letter on behalf of the Board of Commissioners. Vice Chairman Moseley seconded the motion. Motion carried unanimously.

There being no further business to come before the Board at this Called Meeting, Commissioner Hill moved to adjourn at 11:04 a.m. Vice Chairman Moseley seconded the motion. Motion carried unanimously.

Meeting adjourned.

August 9, 2016
APPROVED

PEACH COUNTY
BOARD OF COMMISSIONERS

[Signature]
CHAIRMAN

BY: [Signature]
COUNTY ADMINISTRATOR

WORK SESSION
Peach County Board of Commissioners
5:00 p.m., Wednesday, August 3, 2016

The regular monthly work session of the Peach County Board of Commissioners was re-scheduled from 5:00 p.m., Tuesday, August 2, 2016, to 5:00 p.m., Wednesday, August 3, 2016, to take place in Commission Chambers at 213 Persons Street, Fort Valley, Georgia. Chairman Walker and Commissioner Hill were in attendance. Chairman Walker advised those present that he and Commissioner Hill could listen to the presentations prepared by those attending. However, without a quorum, he and Commissioner Hill would not be able to set the consent agenda at the end of the meeting, which would require that those attending would have to make their presentations again at the regular monthly meeting on August 9, 2016, when a quorum of Commissioners is present.

Marcia Johnson, County Administrator, advised that the Peach County Code of Ordinances states:

"... If a quorum is not attained within thirty minutes, the meeting will be rescheduled by the chairman with the approval of the commissioners present."

Chairman Walker asked if there was a possibility that a quorum would be attained. April Hodges, Assistant County Clerk, advised that Vice Chairman Moseley and Commissioner Lewis would not be in attendance. However, she had sent a message to Commissioner Smith inquiring if he would be attending. She stated that she had not yet received a response to her inquiry. Commissioner Hill attempted to telephone Commissioner Smith, but was unable to make contact.

Therefore, Chairman Walker advised those present that the meeting would recess for thirty minutes to determine if a quorum would be attained.

At 5:31 p.m., Chairman Walker addressed those present and advised that a quorum had still not been attained. He proposed that the work session be postponed indefinitely and that all items on the work session agenda be moved to the agenda for the regular meeting scheduled for August 9, 2016, as follows:

1. Charlie Green – Peach County Recreation Center
2. Elizabeth White – Board of Elections – Qualifying Fees and Election Cost for Holding Special Elections
3. Chief Jeff Doles – Fire/EMA – Request for Exception to Take Home Vehicle Policy
4. Chief Jeff Doles – Fire/EMA – Request to Advertise Firefighter Vacancy
5. Jann Culpepper – Clean Community – Authorization to Discontinue Accepting Steel Cans
6. LaTonia Ages – Juvenile Court – 1st Saturday in Fort Valley
7. Sheryl Roland & Rich Bennett – E911 – Request for Out of State Travel
8. Major Kenny Cameron – Sheriff's Department – Updated Radar Listing
9. Brian Madison – Tax Assessors – Traylor Business Services Contract Renewal
10. Peach County Motor Vehicle Usage Policy
11. Authorization to Advertise Human Resources Manager Vacancy
12. Public Defender Agreement Renewal
13. Ordinances – Body Art & Portable Sanitation
14. Initiation of Annexation – City of Warner Robins
15. Finance Matters – Michaela Jones, Assistant Finance Director
 - a. Drug & Alcohol Policy for Transit Contract
 - b. Budget Amendments/Transfers
 - i. Juvenile Court
 - ii. Closure/Post Closure
 - iii. Clean Community
 - iv. Planning & Zoning
 - v. Recreation
 - vi. Tax Commissioner
 - c. Annual Leave Payout
 - d. Twenty-Nine (29) Hour Rule Report
16. Purchasing – Clarice Davis
 - a. Sealed Bid #16-004 – Replacement of Carpet at Byron/Fort Valley Libraries
 - b. Proposed Freeze on Non-Essential Purchases for FY2016
 - c. Request to Proceed with SCBA Purchases under Federal Purchasing Contract
17. Public Works – Paul Schwindler
 - a. Quote Approval – Byron EMS Roof Replacement
 - b. ESG – Change Orders 1-4
 - c. Vinson Road – Temporary speed limit change to 35 mph for two months during and after chip seal project.
 - d. Rental Request – Durapatcher – through September 2016 - \$9,600
 - e. Budget Transfer – Storm Damage Fire Station #6 and other issues uncovered during emergency work and during repairs.
 - f. Permission to Bid Supplemental Safety Grant (LMIG 16)
 - i. Road Striping
 - ii. Vegetation Removal in Southwest Peach
 - g. Budget Transfer – Contract Labor for Temporary Administrative Assistance
 - h. Contract Approval – Labor Ready – Three Temporary Laborers
18. FY2017 Budget Adoption
 - a. FY2017 Budget Resolution
 - b. FY2017 Vehicle Assignment Authorization
 - c. FY2017 Wireless Authorization

Commissioner Hill concurred.

Chairman Walker declared the meeting closed at 5:32 p.m.

 8-4-2016
 COUNTY ADMINISTRATOR Date

PEACH COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING HELD AUGUST 9, 2016

The Peach County Board of Commissioners held its regular meeting at 6:00 p.m., Tuesday, August 9, 2016, in Commission Chambers at 213 Persons Street, Fort Valley, Georgia, with all members except Commissioner Smith in attendance. Chairman Walker called the meeting to order, and Vice Chairman Moseley opened with prayer. Chairman Walker led the Pledge of Allegiance to the Flag and welcomed those present.

CONSENT AGENDA: (None)

AGENDA:

Commissioner Hill moved to approve the regular agenda as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

MINUTES:

Regular Meeting – July 12, 2016 – Commissioner Lewis moved to approve the minutes as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously. Minutes approved.

Public Hearing – July 18, 2016 – Vice Chairman Moseley moved to approve the minutes of the Public Hearing as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Called Meeting – July 26, 2016 – Commissioner Hill moved to approve the minutes of the Called Meeting as presented. Commissioner Lewis seconded the motion, and the motion carried unanimously.

APPEARANCES:

Mr. Charlie Green, who was scheduled to address the Board about establishing a Peach County Recreation Center, had not yet arrived when called. Chairman Walker advised that the Board would continue with the agenda and meet with Mr. Green when he arrived.

OLD BUSINESS:

Ms. Marcia Johnson, County Administrator, advised the Board that she had received the final budget amount for the Public Defender’s Renewal Agreement. Peach County’s pro rata share is \$322,810.00 plus the 4% administrative fee, for a total of \$335,723.00. The amount in Peach County’s proposed FY2017 Budget for this purpose is \$319,578.00, which falls short by \$16,145.00. Ms. Johnson advised that the Public Defender’s Office only bills actual expenditures, which may or may not reach their total approved budget. Therefore, an adjustment to the proposed budget did not need to be made at this time. Commissioner Lewis moved to approve the Public Defender’s Renewal Agreement in the amount of \$335,723.00 as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously. *(A copy of said Renewal Agreement is attached to Page 378, Minutes Book I, for future reference.)*

APPEARANCES CONTINUED:

Mr. Charlie Green addressed the Board and asked if there are any plans for building a recreation center in the future in Peach County. He understands the gymnasium on Tulip Drive that the Recreation Department has been using is up for sale. Mr. Green asked the County to purchase the gym and renovate it for the kids. Mr. Green stated that the County needs some type of center for our kids. Commissioner Hill stated that she understood his concerns, and the County was interested in doing something with the building, but the Board of Education wanted more than the County could pay. Commissioner Lewis stated that he understood that the gym will not be torn down, and they plan to update it and work with the County to operate it as a basketball facility. Mr. Green stated that he did not just want a basketball facility, but he wanted it used as a recreation center for the kids where other activities could be offered as well. Vice Chairman Moseley advised Mr. Green that there are plans in the future for that, but there is no money for one now. Chairman Walker stated that the next time there is a public hearing held for a future SPLOST referendum, Mr. Green needs to be present and ask that a recreation center be placed on the list of SPLOST projects.

OLD BUSINESS CONTINUED:

Chairman Walker advised the Board that the proposed Body Art and Portable Sanitation Ordinances have been reviewed by the County Attorney. Ms. Johnson stated that since these are new ordinances and not amendments to existing ordinances, the law requires that their proposed adoption be advertised for three weeks prior to holding a public hearing concerning the ordinances. Copies of the proposed ordinances are now available for public review in the Commissioners' Office, and the public hearings are being scheduled to be during the regular meeting next month on September 13, 2016. The Board will then be able to consider the ordinances for adoption following the public hearings. Vice Chairman Moseley moved to go forward with the next step in the process. Commissioner Hill seconded the motion, and the motion carried unanimously.

Ms Clarice Davis, Purchasing Manager, advised the Board that she advertised Bid #16-004 for Carpet Replacement at the Fort Valley and Byron Public Libraries, but no bids were received. Ms. Davis deferred to Mr. Schwindler to explain further. Mr. Schwindler advised the Board that the vendors cannot meet the performance and materials bond requirements due to the number of jobs they already have underway. The Board is either going to have to go back out for bid without performance and materials bond requirements, or he could try to negotiate the price with prospective vendors. Commissioner Lewis moved to allow Mr. Schwindler to go back out for bid without the performance and materials bond requirements. Vice Chairman Moseley seconded the motion. Mr. Schwindler advised that he is going to separate the libraries in the bid instead of putting them together so that one library will be totally completed before the second one is started. This will limit the County's risk if the work is not completed. Motion carried unanimously.

Ms. Clarice Davis, Purchasing Manager, and Mr. Jeff Doles, Fire Chief, requested permission to order the Self Contained Breathing Apparatus (SCBA) that were approved in the 2015 Assistance to Firefighters Grant by accepting the pricing contained in the Master Purchase Agreement between South Davis Metro Fire Agency and Municipal Emergency Services, Inc. The Agreement extends the contract terms to all members of the National Purchasing Partners, LLC, which is a subsidiary of two nonprofit health care systems and provides group purchasing, marketing, and administrative support for governmental entities within the membership, including participating public entities across North America. Chief Doles has indicated that Peach County Fire Department is an active member. On July 22, 2016, Peach County was notified of the grant award in the amount of \$327,305.00 with a federal match of \$297,550.00 and a local match of \$29,755.00 for the purchase of 55 SCBA air packs. Chief Doles requested proceeding with the purchase of the Scott Air Packs under the Agreement through National Purchasing Partners since their pricing has already been nationally advertised. The actual purchase would be from Municipal Emergency Services, Inc. Vice Chairman Moseley moved to approve going under the group purchasing contract pending review by the County Attorney to make sure that all purchasing requirements have been met. Commissioner Hill seconded the motion, and the motion carried unanimously. Chairman Walker thanked Chief Doles for his efforts in getting the grant.

Mr. Paul Schwindler, Public Works Director, requested permission to go out for bid for road striping on various County roads and vegetation and tree removal in the southwest Peach area pursuant to the Supplemental Safety Grant award under LMIG 16. The County was awarded half of the amount it requested. Commissioner Lewis moved to approve going out for bid for road striping on various County roads and for vegetation and tree removal in the southwest Peach area pursuant to the Supplemental Safety Grant award under LMIG 16, as requested. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Mr. Paul Schwindler, Public Works Director, provided the following quotes received to replace the roof at Byron EMS:

L. E. Schwartz & Son, Inc.	\$11,150.00
McCallum	\$13,422.00
Upshaw General Contracting & Roofing	\$ 9,900.00

Mr. Schwindler advised that Edifice Consulting has reviewed the quotes and has recommended the low quote submitted by Upshaw General Contracting and Roofing of Centerville, Georgia, in the amount of \$9,900.00. Vice Chairman Moseley moved to approve the quote from Upshaw General Contracting and Roofing in the amount of \$9,900.00 as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

NEW BUSINESS:

Jeff Doles, Fire Chief, requested an exception to the Take Home Vehicle Policy for Captain Ryan Roberts. He advised the Board that Captain Roberts purchased a home on Lake Lillian Drive, Perry, Georgia, in Houston County, which is an 8th of a mile from the County line. He is asking for an exception to the policy because he answers all calls and is the Peach County Fire Department's training officer. Commissioner Hill stated that when you start making exceptions, it causes problems. Chief Doles stated if there is not an exception, then the County will have to start paying mileage which is more expensive than the exception. He feels that Captain Roberts needs the vehicle and the equipment it contains with him at all times. Otherwise he will have to go pick up the vehicle when a call comes in and then go to the call. Commissioner Lewis stated that the County did this with Chief Bechtel because it was more affordable and more important to have the firefighter on scene at fires instead of having to drive to get the vehicle and then respond. Commissioner Lewis moved to approve the exception to the Take Home Vehicle Policy for Captain Roberts due to the County's limited fire staff. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Jeff Doles, Fire Chief, requested permission to advertise for a firefighter position that was recently vacated. He received a two week notice from a firefighter and wants to go ahead and start advertising now to re-fill the regular full-time budgeted position for Fire Station #4 on Highway 41. Vice Chairman Moseley moved to approve the request to advertise as presented. Commissioner Lewis seconded the motion, and the motion carried unanimously.

Ms. Jann Culpepper with Clean Community requested permission to stop accepting steel cans at the Recycle Center. There is a huge problem with the steel can recyclables being contaminated with household waste. They are picked up by Advance Disposal to take to Schnitzer which costs \$150.00 per pickup. The market is dropping for them, and if the contamination gets too high, Schnitzer will send the contaminated recyclables back to the County. It is costing the County a lot of money and employee work time to separate the steel cans from the household waste. Commissioner Lewis moved to accept the recommendation to stop taking steel cans until a better plan is developed. Commissioner Hill seconded the motion, and the motion carried unanimously.

Ms. LaTonia Ages, Juvenile Court Administrator, introduced the idea of starting a program called First Saturday in Fort Valley. This will be very similar to the First Friday in Macon, but with a stronger emphasis on family events. This would be a collaborative effort with the City of Fort Valley, the County, and the community. There would be a New Year's Eve bash with the hope of getting Peach County on the map for something fun for the citizens to do and show some of the attributes the County has to offer. She has already presented the idea to the City of Fort Valley, and they are in favor of the idea. She has another meeting scheduled for August 16th. Their plans are to request that Main Street and Back Street be blocked off. Plans include providing horse and buggy rides, a Jamaican buffet, and they are looking for vendors. Mr. Rickey Blalock's Conquest Band will be playing Mo Town and Blues, and there will be line dancing. Mr. Rich Bennett agreed to create a Facebook page, and they will ultimately need a web site. They have invited a well-known comedian and will sell tickets for a comedy show. She also wants to start a Second Saturday in April from 9:00 a.m. to 6:00 p.m. If the City of Fort Valley adopts this, she will send out letters for donations. Tapatios is in favor of it, and they want to have a 15 foot Peach Cobbler. She wants to bring in activities and jobs for Fort Valley and is asking that this be a collaborative effort for help and support. She has asked the City of Fort Valley to adopt this as a City event. The total cost for the New Year's Eve event is \$20,000.00, and she is asking for monetary support from the County. She wants the New Year's Eve event to be an annual event, and First Saturday to be a monthly event. Chairman Walker advised Ms. Ages that the Board will take it into consideration and thanked her for coming.

Ms. Sheryl Roland, E911 Director, requested permission for out of state travel for herself and Rich Bennett, IS Manager, to attend the annual Spillman Conference in Salt Lake City, Utah, and for reimbursement for mileage, lodging, and food. Ms. Roland advised that her tuition fee and possibly lodging costs are covered in the Spillman maintenance agreement. Vice Chairman Moseley moved to approve the request to allow Sheryl Roland and Rich Bennett to travel to Salt Lake City, Utah, to attend the Spillman Conference, and to cover the costs for the conference, including travel, lodging, and meals not already covered in the Spillman maintenance agreement. Commissioner Hill seconded the motion, and the motion carried unanimously.

Sheriff Terry Deese advised the Board that the Sheriff's Department is currently in the process of renewing its authority with the State of Georgia to run radar in Peach County. As part of that process, the Georgia Department of Transportation has conducted a review of all the streets and highways in Peach County and assigned the authorized speed limits for each roadway. The updated Radar Listing for

Peach County has been completed and requires the signatures of the Board of Commissioners. He noted that the State will be increasing the speed limit on Highway 49 from 55 mph to 60 mph between Fort Valley and Byron from the Buddy Reddick Parkway Connector to Jones Road. Peach County is responsible for proper speed zone sign placement on non-state route roadways. Vice Chairman Moseley moved to approve the list with the updated Radar Listing for Peach County as presented. Commissioner Lewis seconded the motion, and the motion carried unanimously. *(A copy of said Radar Listing is attached to Page 377, Minutes Book I, for future reference.)*

Mr. Brian Madison, Chief Appraiser, presented a proposed renewal contract with Traylor Business Services for personal property auditing. Mr. Madison advised the Board that the renewal contract did not change from previous years. Commissioner Hill moved to approve the contract renewal with Traylor Business Services as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously. *(A copy of said contract renewal is attached to Page 376, Minutes Book I, for future reference.)*

Ms. Marcia Johnson, County Administrator, presented a proposed Peach County Motor Vehicle Usage Policy to supplement the current Driving Policy included in the Peach County Personnel System. She advised that she and Annette Crawford had been working on the policy to better enforce the proper usage of County vehicles while conducting official County business as expressed by the Board of Commissioners over the years. All persons authorized to drive a County vehicle will be required to sign off on the policy. Commissioner Hill moved to table the issue to the next meeting to provide additional time to study the proposed policy. Commissioner Lewis seconded the motion, and the motion carried unanimously.

Ms. Marcia Johnson requested permission to advertise and refill the Human Resources Manager position vacated by Annette Crawford. Commissioner Hill moved to approve the request to advertise and refill as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Ms. Marcia Johnson, County Administrator, advised the Board that a letter was received from the City of Warner Robins announcing the initiation of an annexation pursuant to the 100% Application Method for property located next to I-75 where the old Café Erotica was located to construct a Zaxby's. The letter from Mayor Randy Toms indicates that it is the intent of the City of Warner Robins to have the property zoned C-2, General Commercial. The property is contiguous to their city limits. Rickey Blalock, Zoning Administrator, stated that the Zoning Office has the plans for the Zaxby's, and they are waiting on them to come and get their permits. Once it is annexed, zoning authority will go to the City of Warner Robins. Pursuant to the Service Delivery Strategy, Marcia Johnson presented a proposed letter to the City of Warner Robins indicating that Peach County has no objection to the proposed land use of the property to be annexed. Vice Chairman Moseley moved to approve sending the letter and to authorize the Chairman to sign the letter on behalf of the Board of Commissioners. Commissioner Hill seconded the motion, and the motion carried unanimously.

Ms. Michaela Jones, Assistant Finance Director, presented a proposed Drug and Alcohol Testing Policy as required by the Georgia Department of Transportation for agencies operating Transit Services under a 5311 Grant. Although Peach County's transit operation is contracted out to the Middle Georgia Community Action Agency as a Third Party Administrator, Peach County as the grant recipient will still be required to adopt the policy for all 5311 Grant transit employees. Vice Chairman Moseley moved to adopt the policy pending attorney approval. Commissioner Hill seconded the motion, and the motion carried unanimously.

Ms. Michaela Jones, Assistant Finance Director, presented a budget transfer for the Juvenile Office to cover overages, as follows:

<u>Budget Transfer - General Fund - FY2016 - Juvenile Court</u>			
100.5.2600.52.3700	From:	Education & Training	\$ 365
100.5.2600.52.2325	To:	Contracts - Copier/Fax/Printer	\$ 65
100.5.2600.52.3500	To:	Travel	\$ 300
			<u>\$ 365</u>

Commissioner Lewis moved to approve the requested budget transfer as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Ms. Michaela Jones, Assistant Finance Director, presented a budget amendment for Closure/Post Closure to move \$47,300.00 from Contingency to cover expenditures in the Solid Waste Fund, as follows:

<u>Budget Amendment - Solid Waste Fund - FY2016 - Closure/Post Closure</u>			
540.5.4560.57.9000	From:	Contingency	<u>\$ 47,300</u>
540.5.4560.52.1290	To:	Other Professional Services	\$ 46,500
540.5.4560.53.1201	To:	Utilities – Electricity	\$ 300
540.5.4560.52.3210	To:	Telephone	<u>\$ 500</u>
			<u>\$ 47,300</u>

Vice Chairman Moseley moved to approve the requested budget amendment as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Ms. Michaela Jones, Assistant Finance Director, presented a budget transfer for Clean Community to cover expenditures, as follows:

<u>Budget Transfer - Solid Waste Fund - FY2016 - Clean Community</u>			
540.5.4540.52.3700	From:	Education & Training	<u>\$ 700</u>
540.5.4540.52.3210	To:	Telephone	\$ 402
540.5.4540.52.3600	To:	Dues & Fees	\$ 15
540.5.4540.53.1120	To:	Motor Vehicle Maintenance Supplies	<u>\$ 283</u>
			<u>\$ 700</u>

Jann Culpepper, Clean Community Director, has advised that she was not able to attend her annual conference this year which left a balance in her Education & Training line item to cover the unexpected expenditures that caused the overages. However, she does intend to attend the conference next year. Commissioner Lewis moved to approve the requested budget transfer as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Ms. Michaela Jones, Assistant Finance Director, presented a budget transfer for Planning & Zoning to cover cell phone costs, as follows:

<u>Budget Transfer - General Fund - FY2016 - Planning & Zoning</u>			
100.5.7400.53.1728	From:	Planning & Code Enforcement Supplies	<u>\$ 350</u>
100.5.7400.52.3211	To:	Telephone - Cell Phones	<u>\$ 350</u>

Vice Chairman Moseley moved to approve the requested budget transfer as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Ms. Michaela Jones, Assistant Finance Director, presented a budget transfer for Recreation to cover recreation supplies and overtime, as follows:

<u>Budget Transfer - General Fund - FY2016 – Recreation</u>			
100.5.6100.53.1101	From:	Office Supplies	<u>\$ 481</u>
100.5.6100.53.1726	To:	Recreation Supplies	\$ 350
100.5.6100.51.1300	To:	Overtime	<u>\$ 131</u>
			<u>\$ 481</u>

Commissioner Hill moved to approve the requested budget transfer as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Ms. Michaela Jones, Assistant Finance Director, presented a budget amendment for the Tax Commissioner’s office to cover expenses for the additional tax sale held this year, as follows:

<u>Budget Amendment - General Fund - FY2016 - Tax Commissioner</u>			
100.5.1599.57.9000	From:	Contingency	<u>\$ 1,560</u>
100.5.1545.52.3300	To:	Advertising	<u>\$ 1,560</u>

Commissioner Lewis moved to approve the requested budget amendment as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Ms. Michaela Jones, Assistant Finance Director, requested permission to move forward with paying the Annual Leave Payout and requested that the Board consider raising the budget amount to allow the payout to cover 100% of hours eligible for payout. Ms. Jones advised the Board that \$80,000.00 was budgeted for the payout, but the cost to cover the total hours eligible for payout is \$145,253.00, which is \$65,253.00 above the budgeted amount. While the employee benefits by receiving the payout, the

County benefits by reducing the liability for accrued leave from the books and reducing the amount of overtime funds needed to cover shifts, especially in the public safety departments, when employees try to take as much accrued leave as possible prior to losing the hours on March 1st when all annual leave accruals are reduced back to a maximum of 240 hours. After discussion, Commissioner Lewis moved to authorize \$100,000.00 in leave payout with the additional \$20,000.00 to come from Contingency. Vice Chairman Moseley seconded the motion. After discussion, Vice Chairman Moseley and Commissioner Lewis voted in favor. Chairman Walker and Commissioner Hill opposed. Motion failed for lack of a majority. Vice Chairman Moseley moved to approve \$120,000.00, with the additional \$40,000.00 to come from Contingency, as follows:

<u>Budget Amendment - General Fund - FY2016 - Human Resources</u>			
100.5.1599.57.9000	From:	Contingency	<u>\$ 40,000</u>
100.5.1540.57.9000	To:	Contingency	<u>\$ 40,000</u>

Commissioner Hill seconded the motion, and the motion carried three in favor. Commissioner Lewis opposed.

Ms. Michaela Jones, Assistant Finance Director, presented a report concerning the Board's policy to limit the number of hours worked by temporary employees to a maximum of 29 hours per week to prevent having to offer health insurance coverage to temporary employees in compliance with the Affordable Care Act. The County recently closed the look back period under the ACA, July 2015 through June 2016. Ms. Jones provided a spreadsheet indicating that four departments, including Elections, Fire, EMS, and E911, had exceeded the maximum number of hours for work performed by temporary employees. The temporary workforce has been monitored closely, and the departments have been contacted several times throughout the year once the overages were detected. The County is required to offer insurance to 95% of the eligible employees following the first look back period and may have avoided paying a penalty for this year. However, next year the County will be required to offer health insurance to 100% of eligible employees and will incur significant costs, either through the cost of additional health insurance or in the form of penalties if health insurance is not made available to temporary employees that are allowed to exceed the maximum work hours of 29 hours per week. Commissioner Lewis stated that they are going to have to come up with a better long term solution to stop this and that it should be discussed further at the next work session.

Ms. Clarice Davis, Purchasing Manager, presented a proposed freeze on all non-emergency or nonessential FY2016 expenditures for all departments. After discussion, Commissioner Hill moved to approve a freeze on all purchases except for emergencies and operational supplies and expenses needed to run departments through the end of the FY2016 Budget year on September 30, 2016. Commissioner Lewis seconded the motion, and the motion carried unanimously.

Mr. Paul Schwindler, Public Works Director, presented four change orders for the Peach County, Georgia, Guaranteed Energy Savings Project with Energy Systems Group, LLC, as follows:

Change Order #1: For work at the LEC to repair and reinforce the ductwork for AHU - 7 at the LEC and time issues on the damper. Cost: \$10,842.00.

Commissioner Lewis moved to approve Change Order #1 and the addition of \$10,842.00 to increase the contract to \$3,688,239.00 as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Change Order #2: For added controls at the Phoenix Center and Spruce Street, Wing B. Cost: \$4,256.00.

Vice Chairman Moseley moved to approve Change Order #2 as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Change Order #3: For the SQL server license. Cost: \$6,431.00.

Commissioner Hill moved to approve Change Order #3 as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Change Order #4: Increase the number of buildings with controls to include Byron EMS, Fire Stations 1, 3, and 6, and the Workforce Development Center. Cost: \$30,049.00.

Mr. Schwindler advised that with all these change orders considered, the overall project is still only \$1,578.00 over budget. Commissioner Lewis move to approve Change Order #4 as presented. Commissioner Hill seconded the motion, and the motion carried unanimously. *(Copies of Change Orders 1, 2, 3, & 4 are attached to Page 375, Minutes Book I, for future reference.)*

Mr. Paul Schwindler presented a proposed temporary reduction in the speed limit to 35 mph for Vinson Road during the construction period while they do the chip sealing and for 60 days following the completion of construction to allow time for the chip seal to properly set. He advised that he will have the proper DOT approved signage in place to make drivers aware of the reduction in speed during the construction period and during the additional 60 days. Vice Chairman Moseley moved to approve the temporary change in speed limit as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Mr. Paul Schwindler presented a request for funding for the rental of the Durapatcher through September 2016. Mr. Schwindler presented lease/purchase options with Adams Equipment Co., Inc. as follows:

TERMS	LEASE AMOUNT	PURCHASE PRICE
3 Months	\$ 9,600.00	\$ 49,830.00
6 Months	\$ 19,200.00	\$ 40,710.00
9 Months	\$ 28,800.00	\$ 31,590.00
12 Months	\$ 38,400.00	\$ 22,470.00

Mr. Schwindler stated that the County can pay off the Durapatcher now with SPLOST funds or keep renting the equipment. After further discussion, Commissioner Lewis moved to purchase the Durapatcher with a budget amendment in the 2015 SPLOST Fund 326 to purchase the equipment at a cost of \$58,950.00, as follows:

<u>Budget Amendment - 2015 SPLOST Fund - FY2016 - Roads</u>			
326.5.1599.57.9000	From:	Contingency	\$ 58,950
326.5.4220.54.2500	To:	Capital - Other Equipment	\$ 58,950

Commissioner Hill seconded the motion, and the motion carried unanimously.

Mr. Schwindler presented a request for a budget transfer to cover the storm damage for Fire Station #6, but asked that it be tabled until the next meeting. Commissioner Hill moved to table the issue for the next work session. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Mr. Schwindler presented a budget transfer for Public Buildings to move \$10,000.00 from Salaries - Regular Employees to Contract Labor as follows to fund temporary service labor for building maintenance, as follows:

<u>Budget Transfer - General Fund - FY2016 - Public Buildings</u>			
100.5.1565.51.1100	From:	Salaries - Regular Employees	\$ 10,000
100.5.1565.52.3850	To:	Contract Labor	\$ 10,000

Vice Chairman Moseley moved to approve the request to amend the budget as presented to move \$10,000.00 from Salaries - Regular Employees to Contract Labor as presented. Commissioner Lewis seconded the motion, and the motion carried unanimously.

Mr. Paul Schwindler presented the Labor Ready quotes for temporary labor, as follows:

1. Building Maintenance Labor for general help in the amount of \$18.79 per straight time hour and \$16.00 per car load for transportation per day.
2. Flagging labor in the amount of \$15.97 per straight time hour and \$16.00 per car load for transportation per day.
3. Office clerical, answer phones in the amount of \$19.87 per straight time hour.

After discussion, Commissioner Lewis moved to approve the Labor Ready quotes in the amounts of \$19.87, \$15.97, and \$18.79 per straight time hour as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Mr. Paul Schwindler requested approval to send offer letters for land acquisition for Southwest Peach Sanitary Sewer Phase 2. The letters offer a total of \$21,000.00 representing the total tax value on the parcels needed. Vice Chairman Moseley moved to approve sending offer letters for land acquisition for SWPSS Phase 2 as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Mr. Paul Schwindler requested approval of the Georgia Transportation Infrastructure Bank Grant through the State Road & Tollway Authority in the amount of \$1,395,395.00 for the extension of Russell Parkway to Lakeview Road. Mr. Schwindler expressed concern that they did not receive the whole

amount asked for and advised that he intends to ask the DOT next week for the remaining \$360,000.00 of unfunded grant monies. Vice Chairman Moseley moved to formally accept the grant awarded by GTIB in the amount of \$1,395,395.00 as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Chairman Walker presented the proposed FY2017 Budget Resolution for adoption, as follows:

RESOLUTION
FY2017 PEACH COUNTY GENERAL FUND
AND SPECIAL REVENUE FUND BUDGETS

The Peach County Board of Commissioners hereby adopts the following FY2017 Peach County Annual General Fund and Special Revenue Budgets to appropriate necessary funding to continue providing services to the citizens of Peach County.

FUND 100 - GENERAL FUND:

Revenues		\$ 17,005,052
Residual Equity Transfer In General Fund (FUND BALANCE)		\$ -
		\$ 17,005,052
Expenditures		\$ 15,756,169
General Contingency		\$ 420,631
Operating Transfer Out to Solid Waste Fund for Post Closure Care Costs		\$ 260,402
Operating Transfer Out to Solid Waste Fund - Other		\$ 565,150
Operating Transfer Out to Hotel/Motel Fund		\$ 2,700
		\$ 17,005,052
REVENUES OVER EXPENDITURES		\$ 0

FUND 205 - LAW LIBRARY:

Revenues		\$ 9,469
Expenditures		\$ 9,469
REVENUES OVER EXPENDITURES		\$ -

FUND 211 - DRUG FUND:

Revenues		\$ 10,296
Expenditures		\$ 10,296
REVENUES OVER EXPENDITURES		\$ -

FUND 212 - FEDERAL DRUG FUND:

Revenues		\$ 6,176
Expenditures		\$ 6,176
REVENUES OVER EXPENDITURES		\$ -

FUND 213 - JUVENILE FUND:

Revenues		\$ 5,000
Expenditures		\$ 5,000
REVENUES OVER EXPENDITURES		\$ -

FUND 214 - JAIL INMATE STORE FUND:

Revenues		\$ 10,480
Expenditures		\$ 10,480
REVENUES OVER EXPENDITURES		\$ -

FUND 215 - E911 FUND:

Revenues		\$ 410,000
Operating Transfer In from General Fund		\$ -
		\$ 410,000
Expenditures		\$ 410,000
REVENUES OVER EXPENDITURES		\$ -

FUND 275 - HOTEL/MOTEL FUND:

Revenues		\$ 8,000
Operating Transfer In from General Fund		\$ 2,700
		\$ 10,700
Expenditures		\$ 10,700
REVENUES OVER EXPENDITURES		\$ -

FUND 321 - 1994 SPLOST FUND:

Revenues		\$ 15,000
Residual Equity Transfer In		\$ 209,303
		\$ 224,303
Expenditures		\$ 224,303
REVENUES OVER EXPENDITURES		\$ -

FUND 323 - 2000 SPLOST FUND:

Revenues		\$ -
Residual Equity Transfer In		\$ -
		\$ -
Expenditures		\$ -
Operating Transfer Out to 2004 SPLOST		\$ -
		\$ -
REVENUES OVER EXPENDITURES		\$ -

FUND 324 - 2004 SPLOST FUND:

Revenues		\$	-
Operating Transfer In From 2000 SPLOST		\$	-
Residual Equity Transfer In		\$	977,231
		\$	977,231
Expenditures		\$	977,231
	REVENUES OVER EXPENDITURES	\$	-

FUND 325 - 2008 SPLOST FUND:

Revenues		\$	-
Operating Transfer in From 1994 SPLOST		\$	-
Residual Equity Transfer In		\$	971,989
		\$	971,989
Expenditures		\$	971,989
	REVENUES OVER EXPENDITURES	\$	-

FUND 326 - 2015 SPLOST FUND:

Revenues		\$	3,568,675
Residual Equity Transfer In		\$	2,494,884
		\$	6,063,559
Expenditures		\$	6,050,729
	REVENUES OVER EXPENDITURES	\$	12,830

FUND 540 -SOLID WASTE ENTERPRISE FUND:

Revenues		\$	1,192,360
Operating Transfer In from General Fund		\$	565,150
Operating Transfer In from General Fund for Post Closure Care Costs		\$	260,402
Residual Equity Transfer In		\$	-
		\$	2,017,912
Expenditures		\$	2,017,912
	REVENUES OVER EXPENDITURES	\$	-

FUND 545 - TRANSIT:

Revenues		\$	72,500
Expenditures		\$	72,500
	REVENUES OVER EXPENDITURES	\$	-

So adopted, this 9th day of August, 2016.

Melvin E. Walker, Jr., Chairman
Peach County Board of Commissioners

ATTEST:
Marcia W. Johnson
County Administrator

Commissioner Lewis moved to approve the FY2017 Budget Resolution as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

Chairman Walker presented the FY2017 BOC approved Vehicle Assignment List for adoption, as follows:

FY 2017 BOC APPROVED VEHICLE ASSIGNMENTS

DEPARTMENT	VEHICLE ASSIGNMENT	POSITION HELD BY:	-- AUTHORIZED --		
			UNITS	ON SHIFT ONLY	TAKE HOME
ASSESSORS	Chief Appraiser	Brian Madison	1	X	
ASSESSORS	Assessors' Field Staff	Various Employees	1	X	
DISTRICT ATTORNEY	Investigator	Michael Pressley	1		X
EMA/FIRE	EMA Director/Fire Chief	Jeff Doles	1		X
EMA	EMA Assistant Director	Al Wilson	1		X
EMS	Director	Alfonzo Ford	1		X
EMS	Maintenance Supervisor	Mike Giles	1	X	Lives Outside PC
EMS	North End Rescue Supervisors	Vehicle No Longer Operational A. K. Lewis Casey Joyner Samantha Joyner Freeman Nottingham	2	X	In County Supervisors Authorized When On-Call
FIRE	Assistant Fire Chief	Tim Bechtel	1		Out of County Allowed Due to Documented Cost for Numerous After Hours Calls-Exception Approved 10-14-14
FIRE	Captain/Training	Ryan Roberts	1		Out of County Allowed Due to Numerous After Hours Calls-Exception Approved 8-9-16
P&Z	Building Inspector	Roscoe Miller	1	X	
P&Z	County Marshal	Jimmy Russell	1		X
P&Z	Zoning Administrator	Rickey Blalock	1	X	

FY 2017 BOC APPROVED VEHICLE ASSIGNMENTS (Continued)

DEPARTMENT	VEHICLE ASSIGNMENT	POSITION HELD BY:	-- AUTHORIZED --		
			UNITS	ON SHIFT ONLY	TAKE HOME
PUBLIC WORKS	Building Crew Supervisor	Vacant	1	X	
PUBLIC WORKS	Building Maint. Supervisor	Adrienne Howard	1	X	
PUBLIC WORKS	Director	Paul Schwindler	1	X	
PUBLIC WORKS	Fleet Supervisor	William T. Lee	1	X	
PUBLIC WORKS	Operations Manager	Vacant	1	X	
PUBLIC WORKS	Road Crew Supervisors	Robert Adrian Tony Wilson	2	X	
PUBLIC WORKS	Stormwater Manager	Rebecca Cox	1	X	
RECREATION	Director	David Parrish	1	X	
RECREATION	Parks Maintenance Worker	Cornelius Tucker	1	X	
CLEAN COMMUNITY	Director	Jann Culpepper	1	X	
CLEAN COMMUNITY	STAFF	Nat Smith Michael Palms Thomas Adkinson	2	X	
POOL VEHICLE	STAFF	Various Employees	1	X	

Commissioner Hill moved to adopt the FY2017 BOC approved Vehicle Assignment List as presented. Vice Chairman Moseley seconded the motion, and the motion carried unanimously.

Chairman Walker presented the FY2017 Wireless Communications Authorization for adoption, as follows:

FY 2017 BOC APPROVED WIRELESS COMMUNICATIONS

DEPARTMENT	PHONE ASSIGNMENT	POSITION HELD BY:	-- AUTHORIZED --		
			UNITS	DATA	BASIC
E911	Assistant Director	Angela Tharpe	1	X	
E911	Director	Sheryl Hobbs	1	X	
EMA	Assistant EMA Director	Al Wilson	1		X
EMA/FIRE	EMA Director/Fire Chief	Jeff Doles	1	X	
EMS	Director	Alfonzo Ford	1	X	
EMS	EKG Transmission	In Ambulances	2	X	
EMS	Maintenance Supervisor	Mike Giles	1		X
EMS	Supervisors	A. K. Lewis Casey Joyner Samantha Joyner Freeman Nottingham	4		X
FIRE	Assistant Chief	Tim Bechtel	1	X	
FIRE	Captain/Training	Ryan Roberts	1	X	
FIRE	Maintenance Sergeant	Tony Norrell	1		X
FIRE	Sergeant Fire Safety Educator	James Smith	1		X
IS	IS Manager	Rich Bennett	1	X	
IS	Technology Specialist	Dennis Wainwright	1	X	
JUVENILE	Juvenile Court Administrator	LaTonia Ages	1	X	
MAG CT	Magistrate Judge	Larry Lee	1		X
P&Z	Building Inspector	Roscoe Miller	1		X
P&Z	County Marshal	Jimmy Russell	1		X
P&Z	Zoning Administrator	Rickey Blalock	1		X
PUBLIC WORKS	Building Maint. Supervisor	Vacant	1	X	
PUBLIC WORKS	Director	Paul Schwindler	1	X	
PUBLIC WORKS	Fleet Supervisor	William T. Lee	1		X
PUBLIC WORKS	Operations Manager	Vacant	1	X	
PUBLIC WORKS	Senior Building Technician	Marcal Knolton	1	X	
PUBLIC WORKS	Stormwater Manager	Rebecca Cox	1	X	
RECREATION	Director	David Parrish	1		X
TAX ASSESSORS	Chief Appraiser	Brian Madison	1	X	
TAX ASSESSORS	CAR #1	Staff Use In Vehicle	1		X
TAX ASSESSORS	CAR #2	Staff Use In Vehicle	1		X
COMM OFC	Mobile Hotspots	Staff	1	X	
EMS	Mobile Hotspots	Rescue & PCR's	2	X	
FIRE	Mobile Hotspots	Chief Doles & Captain Roberts	2	X	
IS	Mobile Hotspots	Rich Bennett, Dennis Wainwright, Various Departments	3	X	
PUBLIC WORKS	Mobile Hotspots	William T. Lee	1	X	
RECREATION	Mobile Hotspots	Concessions	2	X	
SHERIFF	Mobile Hotspots	Patrol Vehicles	19	X	
SHERIFF	Mobile Hotspots	Sheriff Deese, Major Cameron, Investigation	3	X	

Vice Chairman Moseley moved to approve the FY2017 Wireless Communications Authorization as presented. Commissioner Hill seconded the motion, and the motion carried unanimously.

There being no further business to come before the Board at this regular meeting on this date, Commissioner Lewis moved to adjourn at 8:24 p.m. Commissioner Hill seconded the motion, and the motion carried unanimously.

Meeting adjourned.

September 13, 2016

PEACH COUNTY
BOARD OF COMMISSIONERS

[Signature]

BY: [Signature]
COUNTY ADMINISTRATOR

CHAIRMAN

WORK SESSION

Peach County Board of Commissioners
5:00 p.m., Tuesday, September 6, 2016

The Peach County Board of Commissioners held its regular monthly work session at 5:00 p.m., Tuesday, September 6, 2016, in Commission Chambers at 213 Persons Street, Fort Valley, Georgia, with all Commissioners except Commissioner Hill in attendance. Chairman Walker opened the work session and welcomed those present. The purpose of the work session was to discuss topics being considered for the regular monthly meeting to be held on September 13, 2016, as follows:

1. David Parrish – Recreation – Request to Reclassify Position
2. David Parrish – Recreation – Budget Amendment – Football Equipment
3. Alfonzo Ford – EMS – Budget Amendments
4. Marsha Gosier – Elections – Budget Amendment – Voting Machines
5. LaTonia Ages – Requested Contribution for 1st Saturday Event
6. Jann Culpepper – Clean Community – Community Service Agreement
7. Proposed Driving & Motor Vehicle Usage Policy
8. Clarice Davis – Purchasing – Sealed Bid #16-024 – Self Contained Breathing Apparatus
9. Proposed Freeport Referendum
10. S.A.V.E. Agreement Renewal
11. Georgia Public Library Service – Major Repair and Renovation Grant
12. Georgia Academy for Economic Development Region 6 Spring 2017 Session
13. Request from ACCG to Host 6th District Meeting on November 14, 2016
14. Agreement Renewal with Crawford County – Juvenile Court Services
15. Rich Bennett – I-75 Corridor Stakeholder Presentation
16. Jeff Doles – Fire/EMA – Budget Amendments
17. Twenty-Nine (29) Hour Rule Report
18. Peach County Board of Education Proposal to Award Properties
19. Resolution – President Jones Inauguration – Fort Valley State University
20. Finance Matters – Michaela Jones, Assistant Finance Director
 - a. Request to Write Off Ambulance Fees
 - b. Implementation Date of 1% COLA
21. Public Works – Paul Schwindler
 - a. Reorganization of Public Works
 - b. Budget Transfer - \$5,000 from Contingency to LEC Maintenance
 - c. Quote Approval & Budget Amendment - \$6,500 – New Ice Machine for Road Barn
 - d. Competitive Bids & Budget Transfer – Storm Damage Fire Station #6 and Other Issues
 - e. Budget Transfer – Public Buildings – To Cover Cost of Janitorial Supplies
 - f. Budget Transfer – Public Buildings – To Cover Shortage in Small Equipment
 - g. Quotation Approval – IWorks Software – Solid Waste Module Addition
22. Additional Items To Be Placed on Regular Meeting Agenda
 - a. Public Hearings:
 - i. 6:30 p.m. – Rezoning Request – Margaret Harris
 - ii. 6:45 p.m. – Proposed Ordinances for Body Art and Portable Sanitation
 - b. Executive Session – Personnel Matter
23. Setting Meeting Agenda & Consent Agenda for Regular Meeting on September 13, 2016.

The work session adjourned at 7:49 p.m.

[Signature] 9-7-2016
COUNTY ADMINISTRATOR Date