EFFINGHAM COUNTY
BOARD OF COMMISSIONERS MEETING
February 4, 2020

The Board of Commissioners of Effingham County, Georgia, Mr. Wesley Corbitt Mr. Forrest Floyd, Mr. Roger Burdette, Mr. Jamie Deloach, Mr. Reginald Loper and Mr. Phil Kieffer met in regular meeting 5:00 pm on Tuesday, February 4, 2020 in the Commissioners Meeting Room at the Effingham County Administrative Complex.

PERSONS ATTENDING THE MEETING
Mr. Tim Callanan – County Administrator, Mr. Edward Newberry - County Attorney, Ms. Stephanie Johnson – County Clerk, Ms. Fiona Charleton – Purchasing Agent, Mrs. Christy Carpenter – Finance Director, Mrs. Vicki Dunn – HR Director, Mr. Clint Hodges – Fire Chief, Ms. Allison Bruton – Purchasing Tech, Mr. Mark Barnes – Finance, Mrs. Teresa Concannon – County Planner, Mr. Chris Reed- IT Director, Mr. Charlie George – Director of Development Services, Mr. Eric Larson, EOM Operations, Mr. Tony Chiariello, Mr. Michael T. Sheffield, Ms. Sharon Hales, Ms. Cathy Sheffield, Mr. Ricky Stille, Ms. Melissa Stille, Ms. Kathy Smith, Mr. Craig Johnson and Mr. Michael Wedincamp

I - CALL TO ORDER
Chairman Corbitt called the meeting to order at 5:00 pm.

II - INVOCATION
Chairman Corbitt gave the invocation.

III - PLEDGE TO THE AMERICAN FLAG
The Pledge of Allegiance was sounded in unison.

IV - AGENDA APPROVAL
County Clerk Johnson stated items# 1 – 4 under Planning Board have been requested to be withdrawn by the applicant. Items# 2 and 4 are to be tabled as requested by Staff.

Vice Chairman Deloach made a motion to approve the agenda with the noted changes. Commissioner Kieffer seconded the motion. The motion carried unanimously.

V - MINUTES
Vice Chairman Deloach made a motion to approve the minutes of the January 21, 2020 regular Commission Meeting as read. Commissioner Loper seconded the motion. The motion carried unanimously.
VI - PUBLIC COMMENTS
Chairman Corbitt stated public comment should be limited to agenda items only.

VII- CORRESPONDENCE
Chairman Corbitt explained all correspondence and documents from the meeting are located in the Clerk's office and on the Board of Commissioner's website.

VIII – CONSENT AGENDA
Commissioner Kieffer made a motion to approve the following Consent Agenda items: (1) Consideration to approve a Memorandum of Understanding between Effingham County Board of Commissioners/EMS and For Life Medical Education Services (FLMES). Vice Chairman Deloach seconded the motion. The motion carried unanimously.

IX – PLANNING BOARD

THE PLANNING BOARD RECOMMENDS DENYING AN APPLICATION BY TRACY MARSH CONSTRUCTION TO REZONE 17.50 ACRES LOCATED AT 2388 HWY 80 FROM AR—1 TO I-1 (LIGHT INDUSTRIAL) TO ALLOW AN AUTOMOTIVE SALES & REPAIR SHOP MAP# 354 PARCEL# 28 IN THE FIRST DISTRICT (01):
This item was withdrawn from the agenda during the agenda approval.

CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION BY TRACY MARSH CONSTRUCTION TO REZONE 17.50 ACRES LOCATED AT 2388 HWY 80 FROM AR—1 TO I-1 (LIGHT INDUSTRIAL) TO ALLOW AN AUTOMOTIVE SALES & REPAIR SHOP MAP# 354 PARCEL# 28 IN THE FIRST DISTRICT (02):
This item was withdrawn from the agenda during the agenda approval.

THE PLANNING BOARD RECOMMENDS DENYING AN APPLICATION BY TRACY MARSH CONSTRUCTION FOR A VARIANCE TO DECREASE THE BUFFER BETWEEN I-1 ZONING AND AR-1 ZONING FROM 150 FEET TO 50 FEET WITH A BERM WITH PLANTINGS LOCATED AT 2388 HWY 80 MAP# 354 PARCEL# 28 IN THE FIRST DISTRICT (03):
This item was withdrawn from the agenda during the agenda approval.

CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION BY TRACY MARSH CONSTRUCTION FOR A VARIANCE TO DECREASE THE
BUFFER BETWEEN I-1 ZONING AND AR-1 ZONING FROM 150 FEET TO 50 FEET WITH A BERM WITH PLANTINGS LOCATED AT 2388 HWY 80 MAP# 354 PARCEL# 28 IN THE FIRST DISTRICT (04):

This item was withdrawn from the agenda during the agenda approval.

THE PLANNING BOARD RECOMMENDS APPROVING AN APPLICATION BY RICHARD & DEBBIE MCINTOSH FOR A VARIANCE TO OCCUPY A CAMPER AS A TEMPORARY DWELLING DURING THE CONSTRUCTION OF A RESIDENCE LOCATED AT 1157 HARRY LINDSEY ROAD MAP# 236 PARCEL# 5D IN THE THIRD DISTRICT (05):

Zoning Administrator Proudfoot explained the applicants were granted a Variance in November 2018 to occupy a camper as a temporary dwelling; however a home was never constructed. To date a permit has not been applied for construction of a home. Staff recommended denial of the request. The Planning Board recommended approval with the stipulation of six months.

Mr. Richard McIntosh approached the board on behalf of his request. No one spoke in opposition of the request.

Vice Chairman Deloach made a motion to approve to table this item until the March 3, 2020 Commission meeting. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION RICHARD & DEBBIE MCINTOSH FOR A VARIANCE TO OCCUPY A CAMPER AS A TEMPORARY DWELLING DURING THE CONSTRUCTION OF A RESIDENCE LOCATED AT 1157 HARRY LINDSEY ROAD MAP# 236 PARCEL# 5D IN THE THIRD DISTRICT (06):

This item was automatically tabled as a result of the action of the previous item.

X - OLD BUSINESS

PRESENTATION OF THE 2019 AUDIT BY LANIER, DEAL AND PROCTOR (01):

Finance Director Carpenter gave a brief presentation before the Board outlining the results of fiscal year 2019. Finance Director Carpenter spoke on highlights and accomplishments, revenues, expenditures, fund balances and investments, summary of the audit results and auditor comments.
Ms. Kay Proctor of Lanier, Deal and Proctor provided the Commission an overview of the report of the 2019 Audit, which included one (1) finding related to the Tax Commissioners office. Ms. Kay Proctor conversed briefly with the board regarding the report.

CONSIDERATION TO APPROVE THE AUDITED STATEMENTS AND TO SUBMIT TO THE STATE OF GEORGIA (02):

Vice Chairman Deloach made a motion to approve to affirm the audited financial statements and approve the audit and submission to the State of Georgia. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE TO AMEND 5.01 – PAID TIME OFF OF THE HUMAN RESOURCES STANDARDS OF PRACTICE POLICY (03):

Human Resources Director Dunn explained the policy will allow employees to take eight (8) hours of holiday pay at a later date.

Vice Chairman Deloach made a motion to approve to allow the recommended update and approve the revised policy for publication. Commissioner Loper seconded the motion. The motion carried unanimously.

XI – NEW BUSINESS

CONSIDERATION TO APPROVE TO AUTHORIZE THE CHAIRMAN TO SIGN A LANDFILL LETTER FOR BARRISTER LANDING SUBDIVISION ON COURTHOUSE ROAD (01):

County Planner Concannon explained this is the second phase of the development on a private water system and a community septic system. A no landfill letter from the local county government is required for the Environmental Protection Division review.

Commissioner Loper made a motion to approve to authorize the Chairman to sign a Landfill Letter to be submitted to the Environmental Protection Division (EPD). Vice Chairman Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A FINAL PLAT AND WARRANTY DEED FOR PARK WEST, PHASE 4C-2 LOCATED OFF OF NOEL C. CONAWAY ROAD MAP# 419 PARCEL# 2 (02):

This item was tabled at agenda approval.
CONSIDERATION TO APPROVE TO ACCEPT A BID AND ISSUE A CONTRACT TO RAIN-N-SHINE FOR UPGRADES TO THE SANDHILL RECREATION COMPLEX (03):

Purchasing Tech Burton explained The County started work on improvements to the Sandhill Recreation Complex last spring with the addition/replacement of fencing. This contract is for the continuation of the upgrades. A Request for Quote was issued and posted; five (5) vendors attended the mandatory pre-bid meeting; two (2) vendors attended the mandatory site visit. Rain-n-shine was the lowest bidder - $128,500/$12.50 per cubic yard for fill. The total contract amount has been projected based on this number. Should additional fill be needed, a change order will be brought to the Board for approval.

Commissioner Floyd made a motion to approve the contract with Rain-N-Shine in an amount not to exceed $139,750.00 for upgrades to the Sandhill Recreation Complex. Commissioner Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A RESOLUTION TO AMEND THE 2019-2020 BUDGET (04):

This item was tabled at agenda approval.

CONSIDERATION TO APPROVE AN ACCESS EASEMENT AGREEMENT BETWEEN THE EFFINGHAM COUNTY BOARD OF COMMISSIONERS AND WHISPERING PINES PROPERTIES, LLC LOCATED WITHIN SOUTHERN HILLS PLANTATION SUBDIVISION (05):

County Attorney Newberry explained this easement agreement was previously requested by Mr. Chris Heidt. The easement is non-exclusive 30 foot wide and 180 foot long for ingress and egress to the Whispering Pines property. The agreement includes a restriction that the owner maintains the easement; the easement can be graveled but will not be paved.

Commissioner Loper made a motion to approve the Access Easement Agreement as presented. Commissioner Kieffer seconded the motion. The motion carried unanimously.
ANNUAL PRESENTATION AND PUBLIC COMMENT ON THE COUNTY STORMWATER MANAGEMENT PLAN FOR THE MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) PERMIT (06):

Mr. Eric Larson of EOM Operations gave a presentation of the Stormwater Management Plan for the Municipal Separate Storm Sewer Systems Permit. At the conclusion of the presentation, Chairman Corbitt called for public comment. There was no public comment.

CONSIDERATION TO APPROVE TO ACCEPT AN AMENDED CONTRACT WITH EMS CONSULTANTS (07):

Purchasing Tech Burton explained Effingham County has an agreement with Colleton to provide EMS billing services. Colleton will not accept anything billed out by a previous vendor and EMS Consultants currently has 64 monthly accounts they are handling. EMS Consultants will host historical ePCR data through a third-party Cloud Service. Contract will renew annually with approval of the Board of Commissioners. Contract cost is $3,000.00 annually. Either party can terminate this agreement with written notice of cancellation at minimum 30 days prior to the expiration.

Vice Chairman Deloach made a motion to approve the amended contract with EMS Consultants. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE REGISTRATION FOR PROGRAMMING VIA TECH ASSURANCE FOR DISCOUNTED TONER FOR ELECTIONS (08):

Purchasing Tech Burton explained The State changed to a new voting system, now consisting of a paper verifiable backup. The voter makes their selection on a touchscreen ballot marking device, which then generates a printed ballot that is then fed by the voter into a scanner that records their vote. The State has provided the printers, but not the toner. This program will provide 185 toner cartridges needed at a discounted rate; $109.17/per, $20,196.24 total). There is no cost to the County to register for this program.

Commissioner Burdette made a motion to approve to register for the discount program. Commissioner Kieffer seconded the motion. The motion carried unanimously.
CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT FOR CONSULTING SERVICES FOR THE PURCHASING DEPARTMENT (09):

County Manager Callanan explained the County’s Purchasing Agent has recently given notice; she will be remaining with the county until the second week in February, and will be working with her replacement until that time. As the purchasing department is a one person operation, there is a large amount of information to learn. As such, the county would like to issue an independent agreement for consulting services to allow for a smooth transition. The consultant is to be compensated at the rate of $50.00 per hour.

Commissioner Deloach made a motion to approve a Professional Services Agreement for consulting services for the purchasing department. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE SECOND READING OF AN ORDINANCE TO REDUCE THE SPEED ON CRYSTAL DRIVE (10):

County Manager Callanan explained under this ordinance the speed limit will be reduced from 35 miles per hour (mph) to 25 mph.

Commissioner Burdette made a motion to approve the 2nd Reading of the ordinance to set the speed limit on Crystal Drive to 25mph. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE SECOND READING TO AMEND CHAPTER 74 – TRAFFIC OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (11):

County Manager Callanan explained this ordinance is regarding large truck traffic on county roads. In addition, large trucks weigh more than passenger vehicles and light trucks, resulting in increased pavement failures. The County currently has some traffic signage restricting trucks on certain routes by weight alone, but this is problematic due to lack of authority, equipment, and practicality.

Commissioner Loper made a motion to approve the 2nd Reading of the ordinance. Vice Chairman Deloach seconded the motion. The motion carried unanimously.

X – REPORTS FROM ADMINISTRATIVE STAFF & COMMISSIONERS

County Administrator Callanan discussed the following:

1. Gym Groundbreaking
• Tentatively scheduled for 10:00 am Wednesday, February 19th

County Clerk Johnson discussed the following:

1. **Board Retreat**
   • To be held at Ritz Carlton, note locations for retreat at the facility; retreat to begin at 2:00 pm on Saturday

2. **ACCG Annual Conference**
   • Asked Board to advise of the courses they wish to take at the conference

Commissioner Kieffer discussed the following:

1. **Old Augusta Road Roundabout**
   • What is the status of completion of the roundabout; County Manager Callanan stated it is tentative to be complete by February 20th.

Commissioner Burdette discussed the following:

1. **McCall Road/OMNI Trax**
   • What is the status of discussion with A & R Logistics

Commissioner Floyd discussed the following:

1. **Stagecoach Road**
   • What is the status of upkeep of roads during pit operations

2. **Interfor Noise Complaint**
   • What is the status of the prior complaint received; County Manager Callanan replied there have been no further issues.

**XI - EXECUTIVE SESSION**

At 6:35 pm, Vice Chairman Deloach made a motion to enter executive session to discuss personnel, property and pending litigation. Commissioner Loper seconded the motion. The motion carried unanimously.

**RECONVENE**

At 7:07 pm, Commissioner Floyd made a motion to reconvene the meeting. Commissioner Burdette seconded the motion. The motion carried unanimously.

**XII - EXECUTIVE SESSION MINUTES**

Vice Chairman Deloach made a motion to approve the January 21, 2020 executive session minutes. Commissioner Loper seconded the motion. The motion carried unanimously.

**XIII - ADJOURNMENT**
There being no further business, at 7:07 pm, Commissioner Loper made a motion to adjourn the meeting. Commissioner Floyd seconded the motion. The motion carried unanimously.

Jamie Deloach, Vice - Chairman

Stephanie D. Johnson, County Clerk