

**THE EFFINGHAM COUNTY
COMMISSIONERS' MEETING**

The Board of Commissioners of Effingham County, Georgia, Mr. C. D. Zeigler, Chairman, Mr. Reginald S. Loper, Sr., Vice-Chairman, Mr. Robert Brantley, Mrs. Vera Jones, Mr. Steve Mason, and Mr. Phil Kieffer met in regular session at 5:00 p.m. on Tuesday, May 17, 2011 in the Commissioners' Meeting Room at the Effingham County Administrative Complex.

PERSONS ATTENDING THE MEETING

Mr. Eric Gotwalt, County Attorney, Mr. David Crawley, County Administrator, Mr. Adam Kobek, Project Manager, Mr. George Shaw, Zoning Administrator, Mrs. Patrice R. Crawley, County Clerk, Mrs. Joanna Wright, Finance Director, Mr. Tim Mathews, Mrs. Ruth Lee, Mr. Jack Garvin, Mr. Woody Baglet, Ms. Carolyn Hilton, Mr. Ricky Stille, Ms. Bonnie McMillian, Mr. Paul Otto, Mr. Stan Mann, Ms. Tammy Pope, Mr. A. T. Rose, Mrs. Shirley Rose, Mr. James Goldwire, Mr. Deatia McFarlin, Mr. Tex Ritter, Mr. Gregg McFarlin, and Ms. Laura M. Hodges.

CALL TO ORDER

Chairman Zeigler called the meeting to order.

INVOCATION AND PLEDGE TO THE AMERICAN FLAG

Chairman Zeigler gave the invocation and led the Pledge to the American Flag.

AGENDA APPROVAL

Commissioner Jones made a motion to approve the agenda (see minute book page ____). Commissioner Kieffer seconded the motion. The motion carried unanimously.

CORRESPONDENCE

Chairman Zeigler stated that all correspondence for the Board of Commissioners is kept in the County Clerk's office. Anyone who is interested in viewing these may do so in the County Clerk's office.

MINUTES

Commissioner Kieffer made a motion to approve the minutes for April 27, 2011 Special Called Meeting and May 03, 2011 Board Meeting. Commissioner Mason seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

Chairman Zeigler stated that if anyone would like to discuss an Agenda Item, they may do so when that item is presented.

OLD BUSINESS

CONSIDERATION TO APPROVE THE SECOND READING TO AMEND APPENDIX C OF THE OFFICIAL CODE OF EFFINGHAM COUNTY, ARTICLE III, SECTION 3.30.5 AND 3.30.5.1 CONCERNING THE PARKING LOT (01): Zoning Administrator Shaw explained that at the last meeting staff was directed to gather information concerning the parking lot ordinance. This information was provided in the agenda packet.

Commissioner Jones would like for the ordinance committee to review this ordinance before coming back to the Board.

Commissioner Jones made a motion to remove this item from the agenda. Vice-Chairman Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A BID, APPROVE A CONTRACT AND GIVE NOTICE TO PROCEED ON FOREST HAVEN ROAD RESURFACING (02): Civil Engineer Allen explained that testing is still being done on how to handle the ash roads and the roads are going to have to be examined on a case by case basis.

Commissioner Jones made a motion to approve alternate two for Forest Haven Road, award the bid, approve a contract and give notice to proceed to Baker Infrastructure Group, Inc. (see minute book page ____). Vice-Chairman Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE FIRST READING TO AMEND THE OFFICIAL CODE OF EFFINGHAM COUNTY CHAPTER 22 BY ADDING ARTICLE III TECHNOLOGY (03): County Administrator Crawley explained that this item needed to be removed at this time.

Commissioner Brantley made a motion to approve removing this item from the agenda. Commissioner Kieffer seconded the motion. The motion carried unanimously.

NEW BUSINESS

CONSIDERATION TO APPROVE A PROCLAMATION PROCLAIMING BUILDING SAFETY MONTH FOR MAY, 2011 (01): Building Official Davis read the proclamation out loud.

Vice-Chairman Loper made a motion to approve a Proclamation proclaiming Building Safety month for May, 2011. Commissioner Mason seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A CONTRACT WITH SILVER BUSINESS DEVELOPMENT TO SECURE EXTERNAL GRANT FUNDING FOR PUBLIC SAFETY (02): Fire Chief Ashcraft explained that since December of 2006 the Fire Department has been working with Silver Business Development. Due to the partnership with Silver, four large grants were awarded to Effingham independently and on large multiple jurisdiction regional communication projects. The current focus is on continuing to upgrade fire services and law enforcement communications in the region. The retainer fee is \$300 a month. If a grant is awarded, the accrued retainer will be deducted from the total grant writing fees and the 5% of the grant awarded will go to Silver business Development.

Vice-Chairman Loper made a motion to approve a contract with Silver Business Development to secure external grant funding for public safety (see minute book page ____). Chairman Zeigler seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A CONTRACT WITH INTEGRATED SCIENCE & ENGINEERING FOR LONG-TERM MONITORING AS REQUIRED IN THE EFFINGHAM COUNTY WATERSHED PROTECTION PLAN (03): County Engineer Liotta explained that part of the Effingham County South Urban Water Reuse System permit from EPD requires the County to implement a Watershed Protection Plan. The plan utilizes the information generated in the watershed assessment during permitting to establish a baseline of watershed conditions and provides for ongoing long-

term monitory to verify that the plan is effective. An annual report of the water quality monitoring data must also be submitted to EPD. Integrated Science & Engineering have been performing the sampling as required in the Watershed Protection Plan. County Staff can handle some of the sampling and analysis but all other sampling has to be done elsewhere.

Water, Sewer, Reuse and WRF Supervisor Herbert commented on the contract with Integrated Science & Engineering.

Vice-Chairman Loper made a motion to approve a contract with Integrated Science & Engineering for long-term monitoring as required in the Effingham County Watershed Protection Plan (see minute book page ____).

Chairman Zeigler seconded the motion. The motion carried unanimously.

DISCUSSION ON AMENDING CHAPTER 75 OF THE OFFICIAL CODE OF EFFINGHAM COUNTY GEORGIA CONCERNING THE BACKFLOW PREVENTION PLAN

(04): County Engineer Liotta explained that backflow prevention is necessary for the protection of the public health, specifically that of the county water customers. County staff completed a draft amendment to ordinance chapter 75 as well as a draft policy and procedures document. The draft provides for cross-connection control on the customer's premises and containment of any pollution or contamination that could enter the customer's system through the use of backflow prevention devices at the connection point to the County system. The policy has been reviewed by Building Inspections and the Fire Department.

Building Official Davis commented on the Backflow Prevention Plan.

This item is only for discussion purposes. Staff will bring the amendment to the Board at a later date.

CONSIDERATION TO APPROVE APPOINTING LARRY HADDEN WITH HADDEN INSURANCE AS AGENT OF RECORD FOR MEDICAL, LIFE AND ANCILLARY BENEFIT

PLANS (05): County Administrator Crawley explained that as previously discussed with the Board concerning ideas to control health insurance cost led to the decision to request qualifications from insurance agencies and consultants for agent of record services. The request for proposals submittal information was provided to the Board at their April 5, 2011 meeting for review. The request for

proposals was advertised in the legal organ on April 15, 19, 22, and 26. Proposals were required to be returned by April 29. Thirteen firms and/or agents requested proposal information and 9 firms provided proposals. The Personnel Committee met on May 9 to discuss the qualification packages provided by each of the firms. The personnel committee recommends appointing Larry Hadden with Hadden Insurance as agent of record.

Ms. Bonnie McMillian, Mr. Stan Mann, Ms. Ruth Lee, Ms. Carolyn Hilton and Mr. Larry Hadden stated their opinion on the Agent of Record.

Commissioner Kieffer made a motion to table the approval of appointing an Agent of Record until June 7, 2011 for further consideration of the personnel committee. Commissioner Jones seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RESOLUTIONS TO AUTHORIZE INVESTMENT GEORGIA EXTENDED ASSET POOL FOR THE GENERAL FUND, SPECIAL TAX DISTRICT FUND, SANITATION FUND, AND SPLOST FUND (06): Finance Director Wright explained that the County currently has a financial policy in place which governs various aspects of the county accounting and reporting. The current investment policy states that the Board will ensure that the County limits its investments to only the safest type of investments, typically those backed by the U.S. Government or affiliated agencies as allowed, and which provide that clear title to principal and collateral backing for investments are maintained by Effingham County, the County's own bank or a third party agent agreed upon the County. Effingham County currently participates within the Ga Fund 1. The Ga Fund 1 is a Local Government Investment Pool (LGIP) with a NAV of \$1.00. This means that funds are invested for a short term of 60 days or less. The County receives both return of principal and interest and the fund offers safety, liquidity, and yield similar to short term CD interest rates. The Georgia Extended Asset Pool (GEAP) has a variable NAV and the funds are invested for a longer period of time, typically 9 months to 1 year allowing for the potential of greater interest. The current interest on investment is .16 and the staff at the Office of State Treasury believes the investment could be earning .40 to .50.

Commissioner Jones made a motion to approve a Resolution to Authorize Investment in the Georgia Extended Asset Pool for the General Fund, Special Tax District Fund, Sanitation Fund, and SPLOST Fund (see minute book page ___).

Commissioner Brantley seconded the motion. The motion carried unanimously.

Commissioner Jones stepped down due to possible conflict.

CONSIDERATION TO APPROVE CHANGE ORDER NUMBER 2 WITH J.L. HARDIN, INC DBA HARCO CONSTRUCTION FOR THE GOSHEN ROAD WATER AND SEWER EXTENSION (07): Civil Engineer Allen explained that the Board awarded a contract to Harco Construction on March 15, 2011 to construct water and sewer extension for future Development on Goshen Road. A condition of the easement that was acquired was that any damage to the existing drain field that was caused by the installation of the utilities would be repaired at no cost to the property owner. In order to install the water and sewer line it will be necessary to remove a portion of the existing drain field. The cost will increase the contract amount by \$2,415. The contract price incorporated with this change will be \$48,157.

Commissioner Brantley made a motion to approve change order number 2 with J.L. Hardin Inc. DBA HARCO Construction for the Goshen Road water and sewer extension (see minute book page _____). Vice-Chairman Loper seconded the motion. The motion carried unanimously.

Commissioner Jones reentered the meeting.

CONSIDERATION TO APPROVE AWARDING A BID, CONTRACT, AND NOTICE TO PROCEED WITH E&D CONTRACTING SERVICES, INC. FOR THE CSX UTILITY ENCROACHMENT PROJECT FOR THE EXTENSION OF WATERLINES FOR FIRE PROTECTION IN CLYO (08): Project Manager Kobek explained that the hamlet Clysco is without adequate water supply for fire suppression. The County owns a well at Clysco fire station, but water is not available across the railroad tracts in the Clysco area. A special permit was required to jack and bore through the CSX railroad easement. The county has obtained the permit and properly advertised and bid the work to jack and bore the RR, install casing, waterline and a fire hydrant for the purpose of improving the water supply to the other side of the CSX

railroad. The apparent low bidder is E&D Contracting Services, Inc. with a bid of \$43,722.66.

Vice-Chairman Loper made a motion to approve awarding a bid, contract and notice to proceed with E&D contracting Services, Inc. for the CSX Utility Encroachment Project for the extension of waterlines for fire protection in Clysco (see minute book page _____). Commissioner Brantley seconded the motion. Commissioner Kieffer opposed the motion. Chairman Zeigler, Vice-Chairman Loper, Commissioner Brantley, Commissioner Jones, and Commissioner Mason voted in favor of the motion. The motion carried.

CONSIDERATION TO APPROVE AN ASSEMBLAGE PERMIT FOR CAROLYN HILTON TO HOLD A BLUEBERRY FESTIVAL (09): Zoning Administrator Shaw explained that Carolyn Hilton requested to hold a Blueberry Festival on July 9, 2011 to include children’s games, fishing and live music. The property is a 60 acre blueberry farm in the far north end of the county with easy access to Hwy 21. The event is scheduled to run from 10:00 a.m. to 6:00 p.m. and there will be ample area for parking off of the right of way.

Commissioner Mason made a motion to approve an assemblage permit for Carolyn Hilton to hold a Blueberry Festival. Vice-Chairman Loper seconded the motion. The motion carried unanimously.

REPORTS FROM COMMISSIONERS AND ADMINISTRATIVE STAFF

Commissioner Mason discussed the following:

- ◆ Reducing the paper in the agenda books

Commissioner Kieffer discussed the following:

- ◆ Recycling pilot program update

County Administrator Crawley discussed the following:

- ◆ Fireworks with Springfield – splitting the cost incurred by the City and the Board paying up to the \$4,000
- ◆ The Prison received County Facility of the Year Award for the 2010 Georgia Department of Corrections
- ◆ Ordinance Committee will be reinstated by George Shaw
- ◆ Chamber Dinner – who will be attending
- ◆ ACCG Regional Meeting – who will be attending
- ◆ Infrastructure Committee needs to meet
- ◆ Sheriff Offices and Jail project interviews are scheduled May 31st and June 1st
- ◆ Tax Assessor Board will be holding a special called meeting on Thursday at 10 a.m.
- ◆ House counts are under review by the auditor
- ◆ Proceeding with payment of GEFA loan associated with reuse infrastructure
- ◆ Finance Department is working to initial information required for financing of Sheriff’s Office and Jail project
- ◆ Finance Department is in the process of finalizing the budget

- ◆ Finance Department is working to implement the new water and sewer billing software
- ◆ DoT has released the STIP projects
- ◆ Waiting on a response from the City of Guyton on a meeting with the Council

PLANNING BOARD PRESENTMENTS

NEW BUSINESS

ALFRED T. & SHIRLEY J. ROSE – PUBLIC HEARING (01): A Public Hearing was held on the application by Alfred T. & Shirley J. Rose for rezoning 2 acres located on Rose Road from AR-1 to AR-2 Map 302 Parcel 1 in the First District.

Zoning Administrator Shaw presented the request.

There were no objectors present.

Commissioner Brantley made a motion to approve the First Reading to rezone 2 acres Map 302 Parcel 1 located on Rose Road from AR-1 to AR-2 with the following stipulations:

1. Each lot shall meet the requirements of the AR-2 Zoning District.
2. Site development plans shall comply with the Effingham County Water Resources Protection Ordinance and the Storm Water Management Local Design Manual.
3. All wetland impacts shall be permitted by the USACE.
4. Combination plat shall be approved by the Health Department and the Zoning Office.

Commissioner Kieffer seconded the motion. The motion carried unanimously.

TAMMY POPE – PUBLIC HEARING (02): A Public Hearing was held on the application by Tammy Pope for a rural business use to operate a landscaping business located at 466 Ranch Road Map 378A Parcel 16 located in the First District.

Zoning Administrator Shaw presented the request.

There were no objectors present.

Commissioner Brantley made a motion to approve the First Reading for a rural business use to operate a landscaping business located at 466 Ranch Road Map 378A Parcel 16 with the stipulation that the applicant must meet all requirements of 3.15B Rural Business.

Commissioner Jones seconded the motion. Chairman Zeigler opposed the motion. Vice-Chairman Loper, Commissioner Brantley, Commissioner Jones,

Commissioner Mason and Commissioner Kieffer voted in favor of the motion. The motion carried,

THE BAY GROUP TRUST/R.H. MORELAND – PUBLIC HEARING (01): A Public Hearing was held on the application by The Bay Group Trust/R.H. Moreland to rezone 4.90 acres located at 710 Hodgeville Road from R-1/B-1 to AR-2 Map 416 Parcel 10, 10A, 10B located in the Second District.

Zoning Administrator Shaw presented the request.

There were no objectors present.

Commissioner Jones made a motion to approve the First Reading to rezone 4.90 acres Map 416 Parcel 10, 10A, 10B located at 710 Hodgeville Road from R-1/B-1 to AR-2 with the following recommendation:

1. Each lot shall meet the requirements of the AR-2 Zoning District.
2. Site development plans shall comply with the Effingham County Water Resources Protection ordinance and the Storm Water Management Local Design Manual.
3. All wetland impacts shall be permitted by the USACE.
4. Combination plat shall be approved by the Health Department and Zoning Office

Vice-Chairman Loper seconded the motion. The motion carried unanimously.

DEATIA MCFARLING – PUBLIC HEARING (01): A Public Hearing was held on the application by Deatia McFarling for a rural business use to operate a hair salon located at 366 Lower Ferry Road Map 424 Parcel 15 in the Third District.

Zoning Administrator Shaw presented the request.

There were no objectors present.

Commissioner Mason made a motion to approve the First Reading for a rural business use to operate a hair salon located at 366 Lower Ferry Road Map 424 Parcel 15 with the stipulation that the applicant must meet all requirements of 3.15B Rural Business. Commissioner Brantley seconded the motion. The motion carried unanimously.

EXECUTIVE SESSION

At 7:09 p.m., Chairman Zeigler made a motion to go into Executive Session to discuss personnel, property, and pending litigation. Commissioner Jones seconded the motion. The motion carried unanimously.

ADJOURNMENT

At 8:08 p.m., Chairman Zeigler made a motion to adjourn the meeting. Commissioner Brantley seconded the motion. The motion carried unanimously.

Reginald Loper, Sr. Vice-Chairman

Patrice R. Crawley, County Clerk