

EFFINGHAM COUNTY
BOARD OF COMMISSIONERS MEETING
August 2, 2016

The Board of Commissioners of Effingham County, Georgia, Mr. Wendall Kessler, Chairman, Mr. Forrest Floyd – Vice Chair, Mrs. Vera Jones, Mr. Jamie Deloach, Mr. Reginald Loper and Mr. Phil Kieffer met in regular session 5:00 pm on Tuesday, August 2, 2016 in the Commissioners Meeting Room at the Effingham County Administrative Complex.

PERSONS ATTENDING THE MEETING

Mr. Edward Newberry, County Attorney, Mr. Toss Allen – County Administrator, Mrs. Stephanie Johnson – County Clerk, Mrs. Joanna Wright – Finance Director, Mrs. Fiona Charleton – Purchasing Agent, Mr. Kevin Hearn – Interim HR Director, Mr. Clarence Morgan – Recreation Director, Mr. R.C. Barenchik – Zoning Administrator, Mr. Clint Hodges – Fire Chief/ Interim EMA Director, Miss Rose A. Moss, Miss April Moss, Mrs. Aurelia E. Moss, Mr. Jack Garvin, Mr. Joe Maner, Ms. Claudia Collier

CALL TO ORDER

Chairman Kessler called the meeting to order.

INVOCATION

Chairman Kessler gave the invocation.

PLEDGE TO THE AMERICAN FLAG

Miss April Moss, a 4-H leader and team member led the Pledge.

AGENDA APPROVAL

Commissioner Loper made a motion to approve the agenda with tabling New Business Item# 1 until the August 16, 2016 meeting. Commissioner Kieffer seconded the motion. The motion carried unanimously.

MINUTES

Commissioner Kieffer made a motion to approve the July 19, 2016 regular Commission meeting minutes and the July 28th & 29th retreat minutes as written. Commissioner Jones seconded the motion. The motion carried unanimously.

PUBLIC COMMENTS

Chairman Kessler stated public comment should be limited to agenda items only.

CORRESPONDENCE

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

CONSENT AGENDA

Commissioner Kieffer made a motion to approve the following Consent Agenda items as noted. Consideration to approve: **(1)** to renew the license agreement with Verizon Wireless for site 1323762. Vice Chairperson Floyd seconded the motion. The motion carried unanimously.

NEW BUSINESS

CONSIDERATION TO APPROVE THE SECOND READING OF AN ORDINANCE TO AMEND ARTICLE IV – ESTABLISHMENT OF DISTRICTS AND ARTICLE V – USES PERMITTED IN DISTRICTS OF THE OFFICIAL CODE OF EFFINGHAM COUNTY TO CREATE AN R-6 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT (01):

This item was tabled until the August 16, 2016 Commission meeting at agenda approval.

CONSIDERATION TO APPROVE THE SECOND READING OF AN ORDINANCE TO AMEND APPENDIX C, ARTICLE III – GENERAL PROVISIONS – SECTIONS 3.4 (BUFFERS) 3.10 (EXCAVATION, MINING AND FILLS OF LAND AND/OR STATE/ FEDERAL JURISDICTIONAL WATERS OR WETLANDS), 3.17 A (PONDS- CONSTRUCTION) OF THE OFFICIAL CODE OF EFFINGHAM COUNTY (02):

Zoning Administrator Barenchik explained this is the Second Reading to amend the ordinance which contradicts in various sections of the ordinance related to surface mining, ponds and other excavations.

Commissioner Loper made a motion to approve the Second Reading of the ordinance. Commissioner Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE TO PROCLAIM AUGUST 16, 2016 AS CHAMPIONS DAY TO RECOGNIZE THE FLEA GIRLS (8 AND UNDER) SOFTBALL TEAM (03):

Recreation Director Morgan explained Flea Girls (8 & Under) softball team which placed 3rd in the Georgia Recreation and Park Association Class A/B State Championship held at Sand Hill Complex and won 1st place in the 2016 Coca-Cola Classic on June 10-11 held at the Sand Hill Complex. In the Screven County Fun Day on June 4th, recorded a 2-1 records with wins over Screven County & Jenkins County and losing to the eventual Class C GRPA State Champions – Glennville. In GRPA Class B District the team won 2 games and lost two games thus placing fourth.

The proclamation is to give some recognition to the young women who has excelled in the game of girls fast pitch softball with pitching machines.

Vice Chairperson Floyd made a motion to proclaim August 16, 2016 as Effingham Champions Day. Commissioner Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A REVISED CAPACITY AGREEMENT WITH THE STATE OF GEORGIA, DEPARTMENT OF CORRECTIONS (04):

Purchasing Agent Charleton explained the Board currently has an Intergovernmental Capacity Agreement with the State Department of Corrections which stipulates how many state inmates the County is able to accept, and how much compensation the County will receive for housing state inmates. The agreement for 2017 that was approved at the June 7, 2016 meeting was written on the 2016 template. The Department of Corrections has sent a new agreement on the 2017 template.

The 2017 agreement remains the same as the 2016 agreement other than some changes in the language in Section 4, 13 and 14 which have been reviewed and approved by the County Attorney.

Commissioner Jones made a motion to approve and execute the 2017 Intergovernmental Capacity Agreement with the State of Georgia, Department of Corrections for inmate housing for the year July 1, 2016 through June 30, 2017. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A RESOLUTION OF SURPLUS (05):

Purchasing Agent Charleton explained from time to time the County has broken, unused, damaged or extra inventory. In order for the county to properly dispose of these items they must be declared surplus in accordance with O.C.G. A § 36-9-2 which states that the county "...may, by order entered onto its minutes, direct the disposal of any real property which may be lawfully disposed of and make and execute good and sufficient title thereof on behalf of the County."

This resolution consists of the old fleet maintenance building located at 311 Hwy 119 South, Springfield, GA. The new fleet maintenance building is now complete and occupied, therefore the old fleet maintenance building can be declared surplus and demolished once any materials that can be re-used have been removed from the premises.

Commissioner Loper made a motion to approve the Resolution of Surplus. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE TO UPDATE SECTION 5 OF THE EFFINGHAM COUNTY HUMAN RESOURCES SOP (06):

Interim Human Resources Director Hearn explained the Board of Commissioners reviewed and adopted the “Effingham County Travel Policy” on January 7, 2014. Prior to the adoption of this document, travel policies, rules, provisions, and procedures on how the Board received, reviewed, and approved all travel requests were addressed in *Section 5:06 – Travel, Employment, and Board of Commissioners Expenses* of the Effingham County Human Resources Standards of Practice.

Staff has worked to create a systematic process in which approved policies are maintained within topic appropriate documents. Through an audit, it was found that section 5.06 showed a maximum of \$60.00 allowable per diem for approved travel to a major city. However, the updated Travel policy was approved showing a maximum total of \$50.00 per diem for major cities. For consistency and the elimination of possible errors, Board policies should be maintained within a topic appropriate document and referenced in information that is disseminated to employees and/or the citizenry.

Commissioner Jones made a motion to approve to Strike section 5:06 – Travel, Employment, and Board of Commissioners Expenses totally from the Human Resources SOP and maintain those policies within the approved Travel Policy document. Vice Chairperson Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE FIRST READING OF AN ORDINANCE TO AMEND ARTICLE IV, SECTION 36-41 OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (07):

County Administrator Allen explained this item was discussed at the last Board meeting. The Board directed Staff to bring the ordinance regarding the prohibition of outdoor Sunday burning back to the Board for consideration to be amended.

Commissioner Kieffer made a motion to approve to amend the First Reading of the ordinance to remove the prohibition on outdoor burning on Sundays. Commissioner Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A BUDGET AMENDMENT FOR THE 2015-2016 BUDGET (08):

Finance Director Wright explained the fiscal year for receiving receipts and expenses have been closed. Funds are being moved between accounts due to additional funding

received from grants and invoices that are still being received. Adjustments are being made based on expenditures and revenues received for various departments.

Commissioner Deloach made a motion to approve the budget amendment for 2015-2016. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A CHANGE ORDER TO TERRACON'S GEOTECHNICAL ENGINEERING SERVICES AGREEMENT FOR STILLWELL CLYO FIRE STATION (09):

Purchasing Agent Charleton explained the Board approved an agreement with Terracon on March 15, 2016 for geotechnical engineering services as a geotechnical report was needed by the County in order to obtain foundation drawings for the construction of a two bay unmanned fire station on a tract of land on Stillwell-Clyo Road.

Terracon was required to test the material in the proposed borrow location for suitability. This work was not considered when the proposal was submitted to the County, and as such, Terracon have provided a change order to the approved agreement in the amount of \$420.00.

Commissioner Loper made a motion to approve to accept and execute the Change Order from Terracon in the amount of \$420.00 for geotechnical services. Vice Chairperson Floyd seconded the motion. The motion carried unanimously.

REPORTS FROM COMMISSIONERS AND ADMINISTRATIVE STAFF

County Administrator Allen discussed the following:

- 1. Monthly Animal Shelter Report**
 - The monthly fire report for the month of June 2016 has been provided.
- 2. EMS Quarterly Report**
 - The quarterly report for the second quarter of 2016 has been provided.
- 3. Community Service Worker Monthly Report**
 - The monthly report for the month of July 2016 has been provided.
- 4. Senior Citizens Report**
 - The monthly report for the month of July 2016 has been provided.
- 5. Reception for Patrick Donahue**
 - A farewell reception will be held for Patrick Donahue on Friday, August 5th from 3:00 pm until 5:00 pm at the Effingham County Chamber of Commerce.

Commissioner Deloach discussed the following:

- 1. Breckenridge Subdivision**
 - An inquiry was made about the County accepting the road(s) within this development. Information was provided by Staff on how to proceed with the process.

Commissioner Loper discussed the following:

1. County Landfill

- A complaint was received from a citizen about the landfill being open but not receiving certain material at certain times.

EXECUTIVE SESSION MINUTES

Commissioner Deloach made a motion to approve the July 19, 2016 executive session minutes. Commissioner Loper seconded the motion. The motion carried unanimously.

EXECUTIVE SESSION

No executive session was held.

ADJOURNMENT

There being no further business, at 5:36 pm, Commissioner Jones made a motion to adjourn the meeting. Commissioner Kieffer seconded the motion. The motion carried unanimously.


WENDALL A. KESSLER, CHAIRMAN


STEPHANIE JOHNSON, COUNTY CLERK