EFFINGHAM COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES
(VIA TELECONFERENCE)

April 10, 2020

The Board of Commissioners of Effingham County, Georgia, Mr. Wesley Corbitt, Mr. Mr. Forrest Floyd, Mr. Roger Burdette, Mr. Jamie Deloach, Mr. Reginald Loper and Mr. Phil Kieffer participated via teleconference for a Special Called meeting at 11:00 am on Friday, April 10, 2020 in the Commissioners Meeting Room at the Effingham County Administrative Complex.

STAFF ATTENDING THE MEETING
Mr. Tim Callanan – County Administrator, Mr. Edward Newberry - County Attorney and Ms. Stephanie Johnson – County Clerk

PERSONS ATTENDING THE MEETING (announced via telephone)
Mrs. Gg Rigsby, Mr. Charlie George – Development Services Director, Mr. Clint Hodges – Fire Chief/EMA Director, Mrs. Diane Proudfoot – Zoning Administrator, Mrs. Alison Burton – Purchasing Tech, Mrs. Vicki Dunn – Human Resources Director and Mrs. Christy Carpenter – Finance Director

I - CALL TO ORDER
Chairman Corbitt called the meeting to order at 11:00 am.

II – INVOCATION
Chairman Corbitt gave the invocation.

III - AGENDA APPROVAL
County Clerk Johnson requested to add as New Business# 9 – Consideration to approve a Resolution honoring Georgia Senator Jack Hill.

Commissioner Loper made a motion to approve the agenda with the addition as noted. Vice Chairman Deloach seconded the motion. The motion carried unanimously.

IV – MINUTES
Commissioner Burdette was not present for the March 26, 2020 special called teleconference meeting. As a result, there were two motions to approve the minutes.
Commissioner Kieffer made a motion to approve the March 17, 2020, March 20, 2020 and April 1, 2020 commission meeting minutes as read. Vice Chairman Deloach seconded the motion. The motion carried unanimously.

Vice Chairman Deloach made a motion to approve the March 26, 2020 special called meeting minutes as read. Commissioner Loper seconded the motion. Commissioner Burdette abstained from voting due to absence. The motion carried.

V – PUBLIC COMMENTS

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

VI – 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.

VII – CONSENT AGENDA

Commissioner Kieffer made a motion to approve the following Consent Agenda items: (01): Consideration to approve to submit a Grant Application to Animal Rescue Aid (02): Consideration to approve to accept a Grant Award from the Petco Foundation. Commissioner Loper seconded the motion. The motion carried unanimously.

VIII – OLD BUSINESS

CONSIDERATION TO APPROVE THE SECOND READING OF AN ORDINANCE TO AMEND ARTICLE VII – SECTION 7.1.13 – STREET RIGHT-OF-WAY WIDTHS OF THE EFFINGHAM COUNTY CODE OF ORDINANCES

There was no additional discussion of the Second Reading by the Board. Commissioner Burdette made a motion to approve the Second Reading. Vice Chairman Deloach seconded the motion. The motion carried unanimously.
IX - NEW BUSINESS

CONSIDERATION TO APPROVE TO AMEND THE HUMAN RESOURCES STANDARDS OF PRACTICE TO INCLUDE SECTION 2.25 – TELECOMMUTING POLICY (01):

County Manager Callanan explained this amendment is to update the policy related to teleworking and approved paid time.

Commissioner Loper made a motion to approve and implement the Human Resources Standards of Practice 2.25 – Telecommuting Policy. Vice Chairman Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE TO AMEND THE HUMAN RESOURCES STANDARDS OF PRACTICE SECTION 5.05 – EMERGENCY CONDITIONS RELATED TO ESTABLISHING PROCEDURES FOR PAYMENT DURING AN EMERGENCY/DISASTER RESPONSE (02):

County Manager Callanan explained this policy is to enable a policy approved by the Board of Commissioners in March. The details are to amend how exempt employees are paid during an emergency/disaster.

Commissioner Kieffer made a motion to approve and implement the Human Resources Standards of Practice 5.05 – Emergency Conditions. Vice Chairman Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A NOTICE TO PROCEED AND AWARD A PROFESSIONAL SERVICES CONTRACT TO HUSSEY GAY BELL FOR DESIGN SERVICES ASSOCIATED WITH BLUE JAY WATERLINE EXTENSION B PROJECT (03):

County Engineer George explained an Invitation to Bid was issued, 9 proposals were received. An evaluation of the submittals and scoring was performed by Staff. Staff recommended Hussey, Gay and Bell be awarded the contract at a cost of $98,770.00.

Commissioner Burdette questioned the recommendation made by Staff and further mentioned the cost savings if Coleman & Co. were selected. There was a discussion among Staff and the Board about the project approach and
experience between the two companies: Hussey, Gay and Bell and Coleman & Co. and the scoring process.

Commissioner Burdette made a motion to approve award of the contract to the firm of Coleman & Co. with the second highest overall point total with the lower bid price of $66,200.00. The motion died for lack of a second.

Vice Chairman Deloach made a motion to approve the recommendation to award the contract to Hussey, Gay, Bell based on their qualifications and bid submitted. Commissioner Loper seconded the motion. Commissioner Burdette opposed the motion. The motion carried four to one.

CONSIDERATION TO APPROVE A NOTICE TO PROCEED AND AWARD A PROFESSIONAL SERVICES CONTRACT TO DPR ARCHITECTS FOR DESIGN SERVICES ASSOCIATED WITH SIX FACILITY BUILDINGS (04):

County Engineer George explained an Invitation to Bid was issued, 7 proposals were received from A/E firms to provide the design and engineering for three fire station buildings, a new EMS addition, a sheriff department storage facility, and maintenance building for the prison to replace the damaged existing facility. Staff performed an evaluation and scoring of the submittals. Staff recommended awarding the contract to DPR Architects.

Commissioner Loper made a motion to approve the recommendation to award the contract to DPR Architects. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE TO ACCEPT A GRANT AWARD FROM THE COASTAL REGIONAL COMMISSION (05):

Finance Director Carpenter explained this grant is for the Senior Citizen in the amount of $6000.00. There is no match requirement.

Vice Chairman Deloach made a motion to approve the Coastal Regional Commission Grant Award. Commissioner Loper seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN AMEND TO THE CONTRACT FOR COASTAL REGIONAL COMMISSION 2020-08.2 (06):
Finance Director Carpenter explained this amendment is a reflection of COVID-19. The contract amendment reflects a reallocation of $6,000 from Congregate Meals to Home Delivered Meals. It also increases funding of Home Delivered meals by an additional $6,000.

Vice Chairman Deloach made a motion to approve the amended contract for 2019-2020. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A RESOLUTION TO AMEND THE FY2019-2020 BUDGET (07):

Finance Director Carpenter explained the amendment reflects the following changes:

1. Senior Center Congregate Meals
   a. Budget Reduction - $6,000 per Contract Amendment 2020-08.2

2. Senior Center Home Delivered Meals
   a. Budget Increase - $12,000 per contract Amendment 2020-08.2

3. Family Connection
   a. Budget Increase – $2,000 per Budget Restoration Order

4. Parks and Landscape
   a. Reallocation to fund pond irrigation system

Commissioner Loper made a motion to approve the budget amendment for 2019-2020. Commissioner Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A CHANGE ORDER WITH A RETRO DATE OF MARCH 19, 2020 FOR UHK, LLC ON THE INDIGO ROAD FULL DEPTH RECLAMATION PROJECT (08):

Mr. Eric Larson with EOM Operations explained the construction is now complete. There is a punch list being worked through for shoulder stabilization and pavement markings. The change order is for a time extension only. The FDR process must be performed during dry weather conditions with an
installation and curing time of at least 5 days and above freezing for a 24-36 hour period.

As a result of the weather limitations, there were 50 weather days in December, January, February and March. EOM documented these weather delays. The Contractor reported a completion date of March 21, 2020.

Vice Chairman Deloach made a motion to approve the extension of time for weather delays for a new substantial completion date of March 19, 2020. Commissioner Loper seconded the motion. The motion carried unanimously.

**ADDITION TO AGENDA**

**CONSIDERATION TO APPROVE A RESOLUTION HONORING GEORGIA STATE SENATOR JACK HILL (09):**

County Clerk Johnson explained a draft resolution has been prepared for approval by the Board of Commissioners honoring the deceased Georgia State Senator Jack Hill. Upon approval and signatures of all Commissioners the original will be sent to the family and a copy will be forwarded to the Georgia State Senate and a copy will be retained in the Effingham County Archives.

County Clerk read the resolution aloud. The Board members expressed condolences and appreciation for the service Senator Hill extended to the county and the State of Georgia.

Commissioner Loper made a motion to approve the Resolution. Vice Chairman Deloach seconded the motion. The motion carried unanimously.

**XI – REPORTS FROM ADMINISTRATIVE STAFF & COMMISSIONERS**

County Manager Callanan discussed the following:

- Appreciation to staff for a job well done during COVID-19
- Teleworking has been working fairly well so far
- Planning & Zoning will hold meetings on May 4th and May 27

All commissioners expressed appreciation of staff during the pandemic and the roll-off dumpsters provided throughout the county by Atlantic Waste.

**X – ADJOURNMENT**
There being no further business, at 12:04 pm, Commissioner Loper made a motion to adjourn the meeting. Commissioner Kieffer seconded the motion. The motion carried unanimously.

Wesley M. Corbitt, Chairman

Stephanie D. Johnson, County Clerk