

MINUTES

The Spalding County Board of Commissioners held their Regular Meeting in Room 108 in the Courthouse Annex, Monday, February 18, 2013, beginning at 6:00 p.m. with Commissioner Gwen Flowers-Taylor presiding. Commissioners Raymond Ray, Rita Johnson Samuel Gardner and Bart Miller were present. Also present were County Manager William P. Wilson Jr., Attorney Jim Fortune and County Clerk, Ex-Officio Ricky L. Clark Jr. to record the minutes.

I. OPENING (CALL TO ORDER) – Chairman, Gwen Flowers-Taylor

II. INVOCATION –Pastor Urseila William- Trinity CME Church of Griffin, Georgia

III. PLEDGE TO FLAG – led by Commissioner Raymond Ray

IV. PRESENTATIONS/PROCLAMATIONS

1. Presentation of the FY 2012 Comprehensive Financial Report (CAFR) by Miller G. Edwards, IV, CPA of Mauldin & Jenkins, LLC.

Miller G. Edwards, IV presented the Board detailed information regarding the different sections of the audit. Mr. Edwards also complemented the Board, the management and the financial personnel of the County for a job well done.

V. PRESENTATIONS OF FINANCIAL STATEMENTS

1. Consider approval of Financial Statements for the seven month period ended January 31, 2013.

Jinna Garrison, Administrative Services Director advised that the seven months ended January 31, 2012 is 58.33% of the fiscal budget year. General Fund revenues were 45.33% of budget and expenditures were 55.97% of budget for the seven month period. Revenues appear to be under budget because tax bills for 2012 were not mailed until the middle of December and are not due until February. Fire District revenues were 62.08% of budget and expenditures were 51.11% of budget for the seven month period. Fire District revenues include the Insurance Premium Tax which is payable annually on October 15th of each year. The Insurance Premium Tax collected this fiscal year was \$1,791,250. All funds are operating within budget for the seven months ended January 31, 2012.

Motion/Second by Ray/Miller to approve Financial Statements for the seven month period ended January 31, 2013. Motion carried unanimously.

VI. CITIZEN COMMENT

Speakers must sign up prior to the meeting and provide their names, addresses and topic in which they will speak on. Speakers must direct all comments to the Board only. Speakers will be allotted three (3) minutes to speak on their chosen topics and relate to matters pertinent to the jurisdiction of the Board of the Commissioners. No questions will be asked by any of the commissioners during citizen comments. Outbursts from the audience will not be tolerated. Common courtesy and civility are expected at all times during the meeting.

Betty Gebhart- 79 Richardson Street, Griffin, Georgia- Mrs. Gebhart noted that last weekend there were trucks, buggies and four wheelers on her street. She and her son were playing in her front yard and her neighbors had her driveway blocked in. Mrs. Gebhart requested that the Board place a “No Parking” sign on Richardson Street. Additionally, Mrs. Gebhart noted that her neighbors are placing trash in her yard. She is a retired School System employee.

Chairman Flowers-Taylor requested that the Commissioner of her District and the County Manager investigate the parking situation on Richardson Street.

VII. MINUTES –

1. Consider approval of Minutes of the following: February 4, 2013 Regular Meeting; February 11, 2013 Work Session.

Motion/Second by Ray/Gardner to approve the above listed minutes. Motion carried unanimously.

VIII. CONSENT AGENDA -

IX. OLD BUSINESS –

1. Consider appointment to the Butts, Henry, Lamar & Spalding Joint Development Authority.

Motion/Second by Gardner/Ray to appoint Chuck Copeland, Alton Knight & Tom Gardner to the Butts, Henry, Lamar & Spalding Joint Development Authority. Motion carried unanimously.

X. NEW BUSINESS -

1. Consider request to hold National Day of Prayer program themed, “Pray for America,” for Spalding County on May 2, 2013 at Noon on the Courthouse Veranda.

Mr. Wilson advised that annually the Nation celebrates on the first Thursday in May, the National Day of Prayer. Spalding County has for many years observed the Day of Prayer on the Courthouse Steps. Ms. Nadine Graham has coordinated this event for several years and the turnout is increasing each year. Mrs. Graham’s original request was to utilize the Park @ Sixth, but after discussion to hold on the Courthouse steps.

Motion/Second by Gardner/Ray to approve request to hold a National Day of Prayer program themed, “Pray for America,” for Spalding County on May 2, 2013 at Noon on the Courthouse Veranda. Motion carried unanimously.

2. Consider request from Parks & Recreation Department for coffee sponsorship program at the new Senior Citizens Center.

Mr. Wilson noted that Parks & Recreation would solicit sponsors for \$150.00 per month for a coffee sponsor in the living room of the new Senior Center. Mr. Wilson noted that business can use this time to showcase their business. Additionally, Mr. Wilson stated that he would like to limit sponsorships to once per quarter, to allow several business a chance to participate. Mr. Wilson noted that \$150.00 would cover the cost of coffee and supplies. Mr. Wilson also noted that this was a strategic idea proposed by Parks & Recreation to cut down on expenditures for the senior center and also a way to offer seniors coffee.

Commissioner Ray stated that he agrees with the idea but does not agree with the idea of having coffee in the living room due to potential damage to the carpet. Commissioner Ray recommended utilizing the Banquet Room for this activity.

Chairman Flowers-Taylor stated that the Banquet Room area is too large. Mr. Wilson proposed having it in the hallway in front of the library.

Additionally, Chairman Flowers-Taylor questioned if there were any specifics/guidelines for paraphernalia. Mr. Wilson advised that guidelines have not been established yet. Commissioner Ray requested that Parks & Recreation establish guidelines for Coffee Sponsorships.

Motion/Second by Gardner/Ray to approve request from Parks & Recreation Department for coffee sponsorship programs at the new Senior Citizens Center with the following stipulation: 1) Parks & Recreation must identify an area in the building other than the library. Motion carried unanimously.

Board Directive- Parks & Recreation to provide guidelines and procedures for coffee sponsorships.

3. Consider recommendation from Parks & Recreation for vending provider at the new Senior Center.

Mr. Wilson noted that Parks & Recreation approached both local and out of county vendors for the Senior Center. Parks & Recreation is recommending Tara Vending at 8% commission. Mr. Wilson noted that staff is recommending 12% commission. Furthermore, Mr. Wilson stated that there is an area near the rear of the building that has been designed for vending machines.

Chairman Flowers-Taylor stated that we are charging seniors too much for vending. Commissioner Ray responded and stated that the county has a responsibility to pay for upkeep of the building.

Commissioner Miller questioned if there were any local companies. Mr. Wilson stated that there are a couple of local companies, but staff is recommending Tara.

Chairman Flowers-Taylor questioned how much this will cost the county. Mr. Wilson noted utilities for the vending machines will be the only cost. Chairman Flowers-Taylor also questioned would the vending provider pay rent. Mr. Wilson noted that everything is done by commission.

Motion/Second by Ray/Johnson to approve Tara Vending with a 12% commission for a period of two (2) years. Motion carried unanimously.

4. Consider approval of Spalding County Senior Center Rules & Regulations which includes Rental Rate Fee Schedule and guidelines for serving alcoholic beverages.

Mr. Wilson explained that after substantial discussion at the retreat, staff has made the necessary changes to policies and procedures for the Senior Center. Additionally, Mr. Wilson noted that staff is receiving daily requests for rental of the senior center.

Chairman Flowers-Taylor questioned how comparable are our rental fees with other local buildings. Mr. Wilson read the following proposed fee schedule:

Days & Times	Rental Fee	Security Deposit
Monday- Friday Evenings 5:00 p.m. – 12 a.m.	\$600	\$300
Saturday	\$1000	\$500
Sunday	\$800	\$400

Additionally, Mr. Wilson explained that insurance shall be required for any events in the senior center where alcohol will be present.

Commissioner Ray noted that it is prudent to require insurance for all events to protect the tax payer. Chairman Flowers-Taylor agreed stating that insurance should be required across the Board.

Commissioner Gardner stated that he is in agreement with requiring insurance for all events utilizing the banquet room.

Commissioner Ray made a motion to table approval of Spalding County Senior Center rules until the Board had further information. Motion was withdrawn by Commissioner Ray.

Motion/Second by Ray/Gardner to approve Spalding County Senior Center Rules & Regulations which includes Rental Rate Schedule and guidelines for serving alcoholic beverages with the following change: #32- Special Event Insurance shall be required for all events in the Banquet Hall. Motion carried by a vote of 4-1 with Chairman Flowers-Taylor opposing.

5. Consider approval of delegation of Authority from an Official to a Principle in regard to the USDA Summer Food Program 2013.

Mr. Wilson noted that there is a requirement for governmental entities participating in the USDA Summer Food Program that the Board of Commissioners (Chairman) must delegate a Principal (who should be Louis Greene, Director of Parks & Recreation) that will be responsible for administering the program.

Motion/Second by Gardner/Miller to approve delegation of Authority from an Official to a Principle in regard to the USDA Summer Food Program 2013. Motion carried unanimously.

6. Consider approval of Hazard Mitigation Program 1973-0024 for the purchase and installation of two (2) warning sirens at the Blalock Fire Station & Norton Fire Station.

Mr. Wilson noted that Spalding County has been awarded \$50,219 with a federal share of \$37,664, state share of \$5,022 for the purchase and installation of two (2) emergency sirens. Spalding County's match is \$7,533. Additionally, Mr. Wilson noted that the sirens will be placed at both the Blalock and Norton Fire Station.

Motion/Second by Gardner/Ray to approve Hazard Mitigation Program 1973-0024 for the purchase and installation of two (2) warning sirens at the Blalock Fire Station & Norton Fire Station. Motion carried unanimously.

7. Consider approval to adopt the amended & restated 457(b) Deferred Compensation Plan, 401(a) Defined Contribution Plan, 401(a) Defined Contribution Plan for Senior Management, and Administrative Services Agreement, and authorize the Chairman to execute documents.

Mr. Wilson noted that the IRS is requiring that all government retirement plans be amended and restated to incorporate numerous changes in federal laws. In addition, the County is now able to offer the option of Roth contributions and a Self-Directed Brokerage account for employees to contribute their 457(b) Deferred Compensation Plan.

Chairman Flowers-Taylor questioned when does this have to be done. Mr. Wilson advised that there are retirement training sessions approaching for employees and he would like to disseminate the information at that time. Chairman Flowers-Taylor requested a workshop for commissioners to explain 401(a) & 457(b).

Motion/Second by Gardner/Ray to approve adoption of the amended & restated 457(b) Deferred Compensation Plan, 401(a) Defined Contribution Plan, 401(a) Defined Contribution Plan for Senior Management, and Administrative Services Agreement, and authorize the Chairman to execute documents. Motion carried unanimously.

8. Consider approval, on first reading, Ordinance 2013-02, to amend the Spalding County Code of Ordinances, Part II, Government & Administration, to insert as a new chapter, Chapter 12, Ethics Ordinance.

Motion/Second by Gardner/Ray to approve, on first reading, Ordinance 2013-02, to amend the Spalding County Code of Ordinances, Part II, Government & Administration, to insert as a new chapter, Chapter 12, Ethics Ordinance. Motion carried unanimously.

9. Consider approval of FY 2014 Budget Calendar.

Motion/Second by Ray/Johnson to approve the FY 2014 Budget Calendar and change the Budget Review from May 13-17 to May 13th at 9:30 a.m. Motion carried unanimously.

XI. REPORT OF COUNTY MANAGER

- A. The next Chamber of Commerce Business After Hours will be held on Tuesday, February 19th from 5-7:00 p.m. at Summers Landing Retirement Center.

- B. The will be retirement planning workshops throughout several departments on February 27th & February 28th.
- C. Three Rivers Regional Commission will be having a planning workshop to allow the County and its municipalities to discuss planning related issues. The meeting will be held on Thursday, February 21st at the Three Rivers Office.
- D. Spalding High School Jags Lady Basketball Team requests to utilize the Senior Center for a banquet at no charge. **Board Consensus- To deny utilization of the Senior Center for free unless there is official use by the Board of Education, City of Griffin, Spalding County, etc.)**
- E. Spalding County Board of Health requests to reserve the Senior Center on March 9th from 8:30 a.m. to 5:00 p.m. **Board Consensus- To allow the Spalding County Board of Health to reserve the Senior Center. Staff to forward details to Parks & Recreation.**
- F. Senior Center Membership Fees will be \$25.00 per year.
- G. Demolition for Heritage Park (Old Fairmont Property) will begin as soon as Tomorrow, February 19th.
- H. Sylvia Hollums, Tax Commissioner will be having a meeting with dealers and banks on Wednesday, February 20th beginning at 9:00 a.m. to discuss the new birthday tax.
- I. The Spalding County Tax Commissioner's Office will be closed on Wednesday, February 27 for the entire day. Staff will be attending TAVT training sessions in Macon.
- J. The Spalding County Collaborative Authority will be holding a breakfast meeting hosted by the Partners for a Prosperous Griffin Spalding County to learn more about the issue of child sexual abuse and what our community is doing to protect Children. This meeting will be held on February 27th at the Welcome Center, beginning at 7:30 a.m.
- K. Just got word tonight that there is a problem with the carpet in the library of the new Senior Center. It will be March 6th before the carpet can be shipped. Mr. Wilson recommended a soft opening to allow staff time to familiarize themselves with the building. After the carpet is installed, a grand opening/dedication ceremony will be held.
- L. Mr. Wilson appointed Chad Jacobs as Administrative Officer who may exercise the powers and perform the duties of the County Manager in the case of his disability or temporary absence.

XII. REPORT OF COMMISSIONERS

Bart Miller- Commissioner Miller requested that the County Manager look into possibly appointing two people to assume the duties of the County Manager instead of one.

Samuel Gardner- Commissioner Gardner stated that the Board directed the County Manager to appoint someone as his successor, should something happen to him, and that's what he has done.

Rita Johnson- Commissioner Johnson stated that she respects what Commissioner Gardner said; however, she also agrees that two people should be appointed in lieu of one.

Raymond Ray- Commissioner Ray welcomed home PFC Bobby Byars and expressed sympathy to the family of Quimby Melton, Jr.

Flowers-Taylor- Chairman Flowers-Taylor also expressed condolences for the Melton family. She stated that she felt as if the County Manager took the easier way out in making his appointment. Additionally, Chairman Flowers-Taylor requested that the Board provide Staff with recommendations for the FY 14 Budget. Her main concern is the large budget for Public Safety. Chairman Flowers-Taylor noted that she felt as if the Board had a great working relationship with Sheriff Beam and that they could collectively come up with ways to reduce their budget.

XIII. CLOSED SESSION - NONE

XIV. ADJOURNMENT

Motion/Second by Gardner/Ray to adjourn at 8:15 p.m. Motion carried unanimously.