

MINUTES

The Spalding County Board of Commissioners held their Regular Meeting in Room 108 in the Courthouse Annex, Monday, February 3, 2014, beginning at 6:00 p.m. with Chairman Samuel Gardner presiding. Commissioners Raymond Ray, Rita Johnson, Gwen Flowers-Taylor and Bart Miller were present. Also present were County Manager William P. Wilson, Jr., Attorney Jim Fortune and Planning Technician Cindy McDaniel to record the minutes.

I. OPENING (CALL TO ORDER) – Chairman Samuel Gardner

II. INVOCATION – led by Commissioner Rita Johnson

III. PLEDGE TO FLAG – led by Commissioner Raymond Ray

IV. PRESENTATIONS/PROCLAMATIONS

1. Presentation of FY 2013 Comprehensive Annual Financial Report (CAFR) by Miller G. Edwards, IV, CPA of Mauldin & Jenkins LLC.

Mr. Edwards stated he was before the board tonight to present Spalding County's FY 2013 Comprehensive Annual Financial Report. Mr. Edwards stated out of 159 counties in Georgia only about 15 counties provide a Comprehensive Annual Financial Report. Mr. Edwards stated for the past 12 years, the county has been awarded a certificate of excellence in financial reporting comprehensive annual financial report and it will be submitted again for fiscal year 2013.

Mr. Edwards stated Spalding County's overall audit looked good, but there were a couple of findings

Mr. Edwards stated one of the findings in the audit had to do with a Georgia Municipal Association lease pool agreement, and an error of statement of \$110,000 by the third party which was not discovered until the auditors found it in the county's audit. Mr. Edwards stated the findings were for the most part not with the commission's books, but with those of some of the other constitutional officers, including the Sheriff's Office and courts. Mr. Edwards noted there is no review of bank reconciliations by an appropriate official at the Sheriff's Office and suggested that be done monthly. Mr. Edwards stated he gets concerned when there is no general ledger in the constitutional offices, and right now it's a glorified receipts journal in the Magistrate and Probate courts. Mr. Edwards noted in the office of Superior Court, several accounts with excess cash balances, in addition, the office have not remitted receipts due the county on a timely basis. These should be reconciled on a monthly basis, and for excess funds, we recommend the offices make every effort to determine the property payee(s) are for these funds and disburse the monies as quickly as possible. Mr. Edwards told the commissioners I keep bringing this up, because it is their primary function. Mr. Edwards noted there is one outstanding check for \$40,864, at the Clerk of Superior Court's office, which has been outstanding in excess of five years. The Clerk of Court needs to take action on it, get it off the books, and not just hope it goes back into the county coffers.

V. PRESENTATIONS OF FINANCIAL STATEMENTS

1. Consider approval of financial statements for the six month period ended December 31, 2013.

Motion/Second by Ray/Flowers-Taylor to approve financial statements for the six month period. Motion carried unanimously by all.

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.

Bruce Penn 507 Musgrove Road, Griffin, Georgia

Mr. Penn stated he is before the board tonight to voice his opposition against the airport. Mr. Penn stated if the board has to raise taxes to fund this airport, he can't afford it. Mr. Penn stated he knows an airport would bring industry but nothing major and this should be low on the priority list.

Billy Merritt 2060 High Falls Road, Griffin, Georgia

Mr. Merritt stated that Mr. Penn has stated what he had to say. Mr. Merritt did not wish to speak.

Sue Nelson 510 Musgrove Road, Griffin, Georgia

Ms. Nelson stated she is opposing the airport. Ms. Nelson stated if the County has to pay anything on the airport, this would cause her taxes to be raised. She is planning on retiring and can't afford a tax increase. She has been at this location since 2005 and taxes have increased every year.

Amjad Abuzaidieh 1251 North Hill Street, Griffin, Georgia

Mr. Abuzaidieh stated he is opposing the traffic circle or roundabout for the intersection of North Hill Street, Northside Drive and Tuskegee Avenue because it will take out his store. Mr. Abuzaidieh presented the Board with a petition signed by 400 residents opposed to the roundabout. Mr. Abuzaidieh stated he owns the properties at 1251 and 1250 North Hill Street, including the convenience store at the corner of North Hill Street and Northside Drive. Mr. Abuzaidieh stated the store operated by him and his father before him has served residents in the area for a long time. Mr. Abuzaidieh stated he has spent a lot of money to rebuild and expand the store after the fire in 2011.

Charlotte Hall 116 Laurel Street, Griffin, Georgia

Ms. Hall stated she has worked at the store located at that intersection for 20 years 7 days a week. Ms. Hall stated she doesn't feel a roundabout will solve the situation. Ms. Hall stated that Ms. Flowers-Taylor comes there sometimes, but she is there all the time. I see I know how things are done. Ms. Hall stated that closing the store will really affect the community

VII. MINUTES

1. Consider approval of the minutes from the January 6, 2014 Regular Meeting of the Board of Commissioners.

Motion/Second by Ray/Johnson to approve the minutes of the January 6, 2014 Regular Meeting of the Board of Commissioners. Motion carried unanimously by all.

VIII. CONSENT AGENDA – None.

IX. OLD BUSINESS –

1. Consider appointment to the Griffin Spalding Area Transportation Committee to succeed Harlan Plagmann for a one year term ending December 31, 2014.

Mr. Wilson stated that this position has historically been held by the Director of Transportation for the Board of Education who is Todd Harris. His is the only name submitted.

Motion/Second by Flowers-Taylor/Ray to appoint Todd Harris, Director of Transportation for the Board of Education, to the Griffin Spalding Area Transportation Committee to succeed Harlan Plagmann for a one year term ending December 31, 2014. Motion carried unanimously by all.

2. Consider appointment to the Spalding County Library Board of Trustees to fill the unexpired term of Nancy Gresham to end December 31, 2014.

Mr. Wilson stated three (3) names had been submitted to fill this position. Commissioner Miller submitted Nancy Morris of 524 New Salem Road, Commissioner Ray submitted Anne Childress of 1330 Lakeshore Drive and the Library Board submitted Lynn Blanks of 645 Brook Circle. Mr. Wilson stated that Ms. Morris was the first name submitted. Commissioner Miller stated Ms. Morris currently volunteers at the Library and has been a great asset.

Motion/Second by Miller/Johnson to appoint Nancy Morris to the Spalding County Library Board of Trustees to fill the unexpired term of Nancy Gresham to end December 31, 2014. Motion carried 4-1 with Commissioner Ray opposing.

3. Consider appointment to the Spalding County Animal Care and Control Advisory Board:

- (a) to succeed Kimberly Searcy (Post #1) for an unexpired term ending December 31, 2014. Ms. Searcy tendered her resignation to the Board of Commissioners and the Spalding County Animal Care and Control Advisory Board of January 10, 2014.

Commissioner Flowers-Taylor appointed David Melton to fill the unexpired term of Kimberly Searcy to end December 31, 2014.

- (b) to succeed Terry Colling (Post #2) for a one year term ending December 31, 2014.

Commissioner Ray requested this item be tabled.

- (c) to succeed Kelly Palmatier (Post #3) for a one year term ending December 31, 2014.

Commissioner Johnson requested this item be tabled.

- 4. Consider appointment to the Spalding County Collaborative Authority for Families & Children Inc. to succeed Francis Phillips for a one year term ending December 31, 2014.

Mr. Wilson stated there were no names placed in the book.

Motion/Second by Flowers-Taylor/Ray to table appointment to the Spalding County Collaborative Authority Board to succeed Francis Phillips for a one year term ending December 31, 2014. Motion carried unanimously by all.

X. NEW BUSINESS

- 1. Consider approval of a new 2014 Alcoholic Beverage License – Retail Sale of Beer and Wine for the following:

- a) 7-11-18 Gas and Food Mart Inc. d/b/a/ Shell located at 3200 High Falls Road (Formerly Highfalls Shell)

Mr. Wilson advised the Board this business failed to submit their renewal application before the September 15, 2013 deadline; therefore had to submit a new application. Mr. Wilson advised the board this business has had one (1) alcohol violation in June 2013 and has paid their \$1,000 fine. They have met all requirements for new license.

Commissioner Ray, at this time, recused himself due his business association with the entity.

Commissioner Johnson inquired if we knew how serious the violation was. Mr. Wilson stated he thought the violation was for selling to a minor, but did not know definitely.

Motion/Second by Miller/Flowers-Taylor to approve a new 2014 Alcoholic Beverage License – Retail Sale of Beer and Wine for 7-11-18 Gas and Food Mart Inc. d/b/a Shell located at 3200 High Falls Road (formerly Highfalls Shell). Motion carried by a vote of 4-0-1 with Commissioner Ray recusing himself due to a business association with this entity.

- b) BMJA Inc. d/b/a Copeland Grocery located at 1578 High Falls Road

Mr. Wilson advised the Board that the ownership of this business had changed and requires a new license. Mr. Wilson advised that all criteria has been met.

Motion/Second by Johnson/Miller to approve a new 2014 Alcoholic Beverage License – Retail Sale of Beer and Wine for BMJA Inc. d/b/a/ Copeland Grocery located at 1578 High Falls Road. Motion carried unanimously by all.

2. Consider request from the Griffin-Spalding County Library Board of Trustees and Administration for \$51,700 grant match to replace the carpeting at the Flint River Regional Library.

Mr. Wilson stated the Library Board and Executive Director submitted this as a budget request for FY 2014. At that time, we did not fund their request. Since that time, we have looked at funding this out of the Capital Projects General Fund. There are sufficient funds to handle this request. This fund is used for unusual capital expenditures not anticipated. With this being a 50/50 grant, we recommend the Board take funds out of this fund and carpet the entire building. The Library Board voted to use their funds to renovate the bathrooms and carpet the hallways to those bathrooms. Therefore, they do not have funds for the match.

Commissioner Miller asked if bids were taken. Mr. Wilson stated bids will be taken.

Mr. Wilson stated that Carrie Zeigler, Executive Director of the Library, was present tonight. Ms. Zeigler stated in order to request the grant from the State of Georgia, she had to obtain 3 bids in order to even apply for the grant. We have gone through this process once, but will invite bids again since a significant amount of time has lapsed since the original bids.

Commissioner Flowers-Taylor asked Ms. Zeigler what the square footage for carpeting would be. Ms. Zeigler stated a little over 28,000. Commissioner Flowers-Taylor asked Mr. Wilson what was the last item that was funded out of this fund. Mr. Wilson stated funds are being utilized this year to renovate the facilities for Cooperative Extension Service for their move to the old Cook's shopping center. Mr. Wilson stated this was budgeted in the FY 2014 budget.

Motion/Second by Ray/Miller to approve request from the Griffin-Spalding County Library Board of Trustees and Administration for \$51,700 grant match to replace the carpeting at the Flint River Regional Library. Motion carried unanimously by all.

3. Consider authorizing submission of application for the GDOT GATEway Grant Program for funds to be used for The Lakes at Green Valley Park entrance on AKB Parkway.

Mr. Wilson stated this is a grant from GDOT that does not require match and can only be used to improve right-of-way on state highways. Mr. Wilson stated when GDOT Board Member Sam Weldon visited last month, this is one of the areas he mentioned that the county should apply for. Mr. David Luckie of the Development Authority was present at this meeting. Discussion was held about entrance to The Lakes at Green Valley Industrial Park since there is currently no signage there now. This grant maximum amount is \$50,000. There is no match required. Since the SPLOST revenues are coming in about 8% short, signage is one of the areas the Development Authority was looking at reducing. This would allow for partial signage at the park and not cost the taxpayers. The revenues are derived from outdoor advertising signs and harvesting fees to keep the signs visible. The deadline to apply is February 28th.

Commissioner Miller inquired as to where the signage would be placed. Mr. Wilson stated at the entrance off Arthur K. Bolton Parkway at Wild Plum Road.

Motion/Second by Ray/Flowers-Taylor authorizing submission of application for the GDOT GATEway Grant Program for funds to be used for The Lakes at Green Valley Park entrance on AKB Parkway. Motion carried unanimously by all.

4. Consider approval of Ordinance amending the FY2014 Budget Ordinance to provide for receipt of proceeds from the 2013 Tax Anticipation Note and repayment of same.

Mr. Wilson stated this is just an accounting measure to book entries and advised the loan has been paid off.

Motion/Second by Ray/Miller to approve Ordinance amending FY2014 Budget Ordinance to provide for receipt of proceeds from the 2013 Tax Anticipation Note and repayment of same. Motion carried unanimously by all.

5. Consider adoption of the revised Spalding County Financial Policies and Procedures.

Mr. Wilson stated this was approved by the board several months back. Then Chairman Flowers-Taylor asked to insert language for mandatory requirement for local subcontractors which is on page 12. Mr. Wilson stated language was as follows:

The County has a significant interest in encouraging the creation of employment opportunities for its residents and for businesses located in the County. As a purchaser of goods and services, the County will benefit from expanded job and business opportunities for its residents and businesses through additional revenues generated by its activities. Therefore, purchase contracts for the construction of capital projects greater than \$1,000,000.00 must include the use of local subcontractors whose principal place of business is located in Spalding County or has held a valid business license with Spalding County for at least one year prior to the award of the purchase contract. At least 5% of the total contract must include the use of local subcontractors.

Commissioner Gardner stated he has some concerns by “requiring” the use of local vendors. Commissioner Gardner stated he would rather the language state “strongly encourage” the use of local vendors.

Commissioner Flowers-Taylor stated large contractors come in and overlook our local contractors. If businesses are utilized from Spalding County, then the monies are put back in the community.

Commissioner Gardner suggested maybe wording could be added where the bidder would be given additional consideration for using local contractors.

Commissioner Ray stated if a contractor comes into Spalding County and doesn't want to utilize local contractor they shouldn't have to.

Commissioner Ray stated there is a lot of debate and would like this item be tabled and discussed at the Board's retreat.

Motion/Second by Ray/Miller to table the adoption the revised Spalding County Financial Policies and Procedures and discuss at BOC Retreat on Saturday, February 8, 2014. Motion carried unanimously by all.

6. Consider approval of the revised Spalding County Travel Policy as Appendix A of the Financial Policies and Procedures Manual.

Mr. Wilsons stated the travel and training polices were combined together. Mr. Wilson stated there was a lot of discussion regarding tips at the last meeting. The draft before the board states the County will reimburse tips only up to an amount up to 15%. Mr. Wilson stated there is a limit of \$60 per day total that includes any tips up to 15% of the total of the bill.

Commissioner Flowers-Taylor stated she did not think the County should pay for tips.

Commissioner Ray stated he has received phone calls from several employees concerning this matter. When other counties have employees coming to Spalding County on business, they do pay for tips. Commissioner Ray stated when Spalding County sends employees out of county on business, he feels the county should be responsible for this service. Commissioner Ray stated with furloughs and budget reductions, he has to lookout for the welfare of the employees.

Motion/Second by Ray/Gardner to approve the revised Spalding County Travel Policy as Appendix A for the Financial Policies and Procedures Manual. Motion carried by a vote of 3-2 with Commissioner's Johnson and Flowers-Taylor voting against.

7. Consider approval of proposal from HDR Engineering, Inc. for 2014 Groundwater Monitoring and Reporting Services as required by GA EPD for the Yamacraw Road Landfill.

Mr. Wilson stated Spalding County's landfill closed in 1996. Mr. Wilson stated we have had problems with groundwater and HDR monitors the groundwater and reports to the state.

Motion/Second by Ray/Johnson to approve proposal from HDR Engineering, Inc. for 2014 Groundwater Monitoring and Reporting Services as required by GA EPD for the Yamacraw Road Landfill. Motion carried unanimously by all.

8. Consider policy requiring employees of the Annex and the Courthouse to park personal vehicles in the Annex Parking Lot or the City Parking Deck in order to leave Solomon Street, 6th Street and Hill Street available for downtown merchant business unless parking spaces are designated for personal use.

Mr. Wilson stated there has been ongoing discussion and will defer to Commission Johnson since she was at the Main Street Board meeting where parking was discussed. Mr. Wilson stated he brought up about 6 months ago and nothing materialized from it. Basically, the policy would state if county employee does not have an assigned parking space that they would park in either the Annex parking lot or the City parking deck. Some of the local businesses have complained over the years about their customers not having places to park.

Commissioner Flowers-Taylor inquired about the county having parking spaces under the deck. Mr. Wilson stated the first row of parking spaces were leased to employees and taken out as a payroll deduction.

Motion/Second by Johnson/Ray to approve policy requiring employees of the Annex and the Courthouse

to park personal vehicles in the Annex Parking Lot or the City Parking Deck in order to leave Solomon Street, 6th Street and Hill Street available for downtown merchant business unless parking spaces are designated for official use. Motion carried unanimously by all.

XI. REPORT OF COUNTY MANAGER

1. Reminded the Board of their retreat to be held on Saturday, February 8th, from 8:30 a.m. to 4:00 p.m. at the Senior Citizens Center located at 885 Memorial Drive.
2. The Transit Feasibility Study Workshop that was scheduled for January 30th has been rescheduled to Thursday, February 13th, at 6:00 p.m. at the City Board Room in One Griffin Center.
3. Due to inclement weather, the Planning Commission meeting scheduled for January 28th was cancelled; therefore the Board of Commissioners will not have a zoning public hearing on Thursday, February 27th.

XII. REPORT OF COMMISSIONERS

Miller – Thanked Public Works for an excellent job on the work done on the roads in his district. He knows, due to all the inclement weather, it is hard to do. Inquired to where Kathy Gibson was. Mr. Wilson stated she was at training in Athens. Mr. Miller stated Kathy was doing a great job and was very pleased.

Flowers-Taylor – Inquired to when the Board would be receiving their agenda for the retreat. County Manager Wilson advised the retreat agenda would be on Novus Agenda this year and should be posted to the website on Tuesday. Stated she had received a call from Gordon Maner, facilitator for the BOC retreat, asking questions prior to the retreat. Mr. Maner stated that Mr. Wilson had given him the Board's contact information and she felt this was a good idea that way Mr. Maner could speak with them prior to the meeting. Inquired to status of retreat with School Board, City Commissioners and County Commissioners that Commissioner Johnson inquired about last year. Manager Wilson advised the Chamber of Commerce had taken this on as a project and that there was a meeting at the UGA Griffin Campus later this week to kick off the project.

Johnson – Stated in her class today at the ACCG conference they discussed joint planning sessions and their importance to the community and she would like to see the different governmental entities get together so each could understand the roles they play in the County/City and looked forward to that event. Thanked the leaders; County Manager, City Manager, School Superintendent and all departments for on an excellent job handling the inclement weather.

Ray – Stated Channel 2 News usually doesn't have good things to say about Spalding County, but commended Spalding County on how they handled the inclement weather. Thanked Sheriff Department Investigator Sheryl Brown and Melanie West, of the BOC office, for an excellent job on their work on Martin Luther King Jr. Parade. Stated Spalding County employees have had numerous

family member losses, too many to list and wanted to extend The Board's sympathy to all employees on the loss of family members.

Gardner – Praised Spalding County staff on how well the inclement weather was handled. Stated with all the rain we have had, he had received several complaints on roads in his district, but he has never had so many citizens call back thanking him for a job well done. Thanks Public Works for job well done. Stated he has also had calls regarding the striping of roads previously paved and when paving would be completed on other roads. Asked Mr. Wilson to address this issue on striping and paving.

Mr. Wilson first thanked Homeland Security and the Fire Department for organizing meetings every day both before and during the storm and keeping abreast of the inclement weather in Spalding County. Mr. Wilson stated in order to resurface a roadway, the temperature needs to be 50 degrees and rising. Same goes with striping. After a road is paved, you need to wait 7 to 10 days for the road to cure before the striping. Manager Wilson will get with Public Works Director Tim Crane and see when our contractor C. W. Matthews can resume resurfacing and striping.

XIII. CLOSED SESSION – None.

XIV. ADJOURNMENT

***Motion/Second by Ray/Johnson to adjourn at 7:56 p.m.
Motion carried unanimously by all.***