

## MINUTES

The Spalding County Board of Commissioners held their Regular Meeting in Room 108 in the Courthouse Annex, Monday, March 3, 2014, beginning at 6:06 p.m. with Chairman Samuel Gardner presiding. Commissioners Gwen Flowers-Taylor, Raymond Ray, Rita Johnson, and Bart Miller were present. Also present were County Manager William P. Wilson Jr., Attorney Jim Fortune, Jinna Garrison, Administrative Services Director, Chad Jacobs, Community Development Director and Kathy Gibson, Executive Secretary to record the minutes.

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

**II. INVOCATION** – led by Commissioner Gwen Flowers-Taylor.

**III. PLEDGE TO FLAG** – led by Commissioner Bart Miller.

**IV. PRESENTATIONS/PROCLAMATIONS**

**V. PRESENTATIONS OF FINANCIAL STATEMENTS**

Consider approval of financial statements for the seven month period ended January 31, 2014.

***Motion/Second by Ray/Johnson to approve financial statements for the seven month period ended January 31, 2014. 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.

**Shane Bearden - 25 Woodland Road, Griffin, Georgia**

**Glenda Bearden - 27 Woodland Road, Griffin, Georgia**

**Steve Boyd - 35 Woodland Road, Griffin, Georgia**

**Eddie Todd - 47 Woodland Road, Griffin, Georgia**

All spoke regarding an illegal kennel operation being ran in their neighborhood zoned Residential/Agricultural. The odor, the flies, and the noise from the kennel operation is adversely affecting the quality of life for other residents in the neighborhood. They requested that the Board consider an Ordinance that would establish parameters limiting the number of animals that can be housed on a single piece of property in a residential area.

William Wilson, County Manager, advised that the County has been out to the property and that citations have been issued to the owner. A citation for having animals on the property without proper documentation of rabies that will be heard in March and there has been a citation issued for an unlicensed kennel operation that will be heard in late March or early April in Magistrate Court.

We have polled the surrounding counties in regard to limitation of domestic animals and some counties have limits and some do not. He have received samples of ordinances that have been adopted by other counties for the Board to review so that we can move forward with that issue.

Chairman Gardner asked that Mr. Wilson provide that information to the Board for consideration.

## VII. MINUTES

1. Consider approval of the minutes for the February 3, 2014 Regular Meeting, the February 8, 2014 Planning Retreat and the February 24, 2014 Work session.

***Motion/Second by Ray/Flowers-Taylor to approve the minutes of the February 3, 2014 Regular Meeting, the February 8, 2014 Planning Retreat and the February 24, 2014 Work. Motion carried unanimous by all.***

## VIII. CONSENT AGENDA – None.

## IX. OLD BUSINESS

1. Consider approval of revised Spalding County Financial Policies and Procedures.

County Manager, William Wilson, advised that the changes to the Policies and Procedures that were discussed at the work session on February 24, 2014 have been incorporated into the draft and we recommend approval with those changes.

***Motion/Second by Ray/Johnson to approve the Spalding County Financial Policies and Procedures as written. Motion failed by vote of 2-3 with Commissioners Miller, Flowers-Taylor, Johnson voting against.***

Commissioner Flower-Taylor questioned the use of the word “may” in the subsection regarding the award of bids to local contractors in the Spalding County Financial Policies and Procedures. It was her understanding that all items being equal on a bid that contractors in the local area or who hire within the local area, as defined at the work session on February 24, would and should have precedence over contractors outside of the defined area.

Commissioner Ray pointed out to the Board that “may” gives the Board some discretion where the word “shall” gives the Board no discretion at all when it comes to legal ease if we are taken to court.

***Motion/Second by Flowers-Taylor/Johnson that the Spalding County Policies and Procedures be approved with the following revision to the award of bids: that the word “may” be stricken from the subsection regarding local contractors and that the word “shall” be added in its place. Motion passed 4-1 with Commissioner Miller voting against.***

## X. NEW BUSINESS

1. Consider issuance of new 2014 Alcohol License-Retail Package for Carver Bottle Shop located at 1557 Williamson Road:

County Manager, William Wilson, advised this is a change of ownership, that the applicant has met all of the qualifications and criteria to receive an Alcohol License and the staff recommends approval of the license.

***Motion/Second by Ray/Miller to approve a new 2014 Alcoholic Beverage License – Retail Package for Carver Bottle Shop located at 1557 Williamson Road, Griffin, Georgia. Motion carried unanimously by all.***

2. Consider request from Nadine Graham, Coordinator for the National day of Prayer observance for Spalding County, to utilize the Spalding County Courthouse Veranda on May 1, 2014 at 12:00 noon for this observance.

Mr. Wilson advised that this is a yearly request from Ms. Graham and the observance is expected to take less than 30 minutes and advised that historically the Board has approved this request.

***Motion/Second by Ray/Johnson to approve request from Nadine Graham, Coordinator for the National day of Prayer observance for Spalding County, to utilize the Spalding County Courthouse Veranda on May 1, 2014 at 12:00 noon for this observance. Motion carried unanimously by all.***

3. Consider request from Eagles Way Church for the use of the Annex Parking lot for their "Mid Georgia Doc Holiday Festival" September 26-27, 2014.

Mr. Wilson stated that representatives from the City and County have met to work out all of the logistics. This function will inconvenience the County employees for just one day. To accommodate the County employees the City has given permission for the County employees to park in the parking lot across Broad Street next to the railroad track. Additionally, the 6<sup>th</sup> Street Pier has given their permission for the County employees from the Courthouse to park in their parking lot. The City will provide electricity and water for the event. Mr. Wilson advised that there is a charge for the parking lot of \$150 per day and the organizers are aware of the insurance requirements.

Staff believes that the benefits of the Festival for bringing in tourists and helping to promote the County far outweigh the inconvenience of the employees having to change their parking location for one day. Mr. Wilson introduced Mr. Doss to answer questions.

Commissioner Flower-Taylor asked Mr. Doss what type of events and activities would culminate in this Festival.

Mr. Doss advised that they are still in the planning stages. They are working closely with the Downtown Council, Griffin Main Street and the Chamber to set up a music festival type atmosphere at the Park at 6<sup>th</sup> and are hoping to get some of the

local clubs to do a car show during the event. They will have food vendors and there are talks that, that weekend may be the same weekend as the “Taste of Downtown” Music Festival.

They will have a sanctioned barbecue event with the Georgia Barbecue Association, which will bring approximately 30 cooking teams from all around the State.

***Motion/Second by Johnson/Miller to approve the request of Eagles Way Church for the use of the Annex Parking lot for their “Mid Georgia Doc Holiday Festival” to be held September 26-27, 2014 at a lease rate of \$150 per day. Motion carried unanimously by all.***

4. Consider approval of final plat for Sun City Peachtree Subdivision-Del Webb Boulevard Phase III.

Mr. Wilson advised that Chad Jacobs, Community Development Director, is present for any questions, all criteria has been met for approval of the final plat.

***Motion/Second by Ray/Miller approve the final plat for Sun City Peachtree Subdivision – Del Webb Boulevard Phase III. Motion carried unanimously by all.***

5. Consider acceptance of Right-of-Way Deed for Del Webb Boulevard Phase III (Sun City Peachtree Subdivision).

Mr. Wilson advised that the street has been inspected and meets all of our requirements, and staff recommends approval.

***Motion/Second by Ray/Flowers-Taylor to accept the Right-of-Way Deed for Del Webb Boulevard Phase III (Sun City Peachtree Subdivision). Motion carried unanimously by all.***

6. Consider approval of final plat for Sun City Peachtree Subdivision-Pod 29 A.

Mr. Wilson advised that all criteria has been met for approval of the final plat.

***Motion/Second by Flowers-Taylor/Miller to approve the final plat for Sun City Peachtree Subdivision – Pod 29A. Motion carried unanimously by all.***

7. Consider acceptance of Right-of-Way Deed for Pod 29A (Sun City Peachtree Subdivision).

Mr. Wilson advised these are for the streets within that Pod which include Crape Myrtle Drive, Evergreen Court and Sweet Gum Drive. All meet our requirements and staff recommends acceptance of deed.

***Motion/Second by Johnson/Ray to accept the Right-of-Way Deed for Pod 29A (Sun City Peachtree Subdivision). Motion carried unanimously by all.***

8. Consider request from the Fire Department to submit a grant to the Firehouse Public Safety Foundation for the purchase of

updated hydraulic extraction tools.

Mr. Wilson advised that the County was successful in 2011 in obtaining a Firehouse Grant to purchase ATV rescue vehicles and we would like to apply for that same Grant again. The limit of the Grant is \$20,000 and the amount that the Fire Department is requesting is \$26,300. We did budget for matching funds for any grants that were applied for this year, so we do have the \$6,300.00 should the county be awarded the Firehouse Grant and we are requesting permission to file the application.

***Motion/Second by Ray/Johnson to approve the request from the Fire Department to submit a grant to the Firehouse Public Safety Foundation for the purchase of updated hydraulic extraction tools. Motion carried unanimously by all.***

9. Consider approval of FY2015 Budget Calendar

Mr. Wilson advised that the Board had a copy of the proposed FY2015 Budget Calendar attached to the agenda cover sheet. Budget requests are due March 21<sup>st</sup>, from Department Heads and Elected Officials. Ms. Garrison and he will begin review on March 24 and review will continue until April 4. Last year we had a budget priority workshop and we put that in again this year; however, at the 2014 Retreat we set the budget priorities, so technically we do not need to have this workshop. The Board may want to hold April 7<sup>th</sup> open in case we need to talk more about any items that may come up during the process. On April 18, the staff make the final changes and then on May 9<sup>th</sup> the recommended budget is presented to the Board of Commissioners, Department Heads, News Media and Elected Officials. May 12-16 are critical days, where we will review with the Board of Commissioners the requests and recommendations starting at 9:30 a.m each day. Last year it took 3 days; however, we went ahead and scheduled it for 5 days just in case we need additional time. All of the dates on the calendar are designed to meet publication deadlines in order to have second and final reading on June 26<sup>th</sup>.

At the request of Commissioner Flowers-Taylor, Mr. Wilson repeated the goals as set forth at the February 8, 2014, Retreat those being:

1. Reduction of Millage Rate
2. If funds are available, reinstate the unpaid holidays.
3. Inclusion of Time and Attendance Software/Hardware in the FY2015 Budget.
4. Keep 50% Longevity Funding in the FY2015 Budget.
5. If possible, reinstate the retirement match.
6. Increase the minimum housing code demolition budget from \$10,000.00 to \$20,000.00.

***Motion/Second by Ray/Johnson to approve the FY2015 Budget Calendar. Motion carried unanimously by all.***

**XI. REPORT OF COUNTY MANAGER**

1. The Budget Requests have been sent out to the Department Heads and Elected Officials. This years' budget will be entered electronically, the goal is to have a completely paperless budget process. All are currently working on their

individual budgets when they are ready to enter their budgets hands on training will be provided on how to enter them electronically into the CSI Budget Prep software.

2. The County will be sponsoring a Blood Drive on Tuesday, March 25<sup>th</sup>, at the Welcome Center. We encourage you to come and donate blood, the Red Cross will be at the Welcome Center from 9:00 a.m. until 3:00 p.m. Anyone wishing to donate should contact Wendy Law in the Human Resource department to set up a time.

## **XII. REPORT OF COMMISSIONERS**

**Miller** – No comment.

**Flowers-Taylor** – Stated that on Thursday, February 27, she had attended a City of Griffin informational meeting at the Fairmont Community Center that focused on providing information on the road improvement projects scheduled for North Hill Street at Sixth and at North Hill Street at Northside Drive. There were more than 125 residents there excluding the Commissioners and the press. It became clear at the meeting that we, as a county, had not properly informed the residents of the changes in the traffic patterns and plans for improvement in that area in her opinion.

Concerns were expressed that the only grocery store available to the community would be taken out by the proposed improvements. Most of the people in this area do not have transportation and are forced to walk to get their groceries or to do whatever they need to do. By eliminating the only grocery store in the area, they will be forced to go to Walmart to Kroger to get groceries. While she is very much for improving the aesthetics, improving the road quality and making North Hill Street an area that everyone can feel comfortable and welcome to travel through; she is concerned that there are citizens in this community that will have to walk a great distance to simply feed their families.

Commissioner Flowers-Taylor stated that she would like for the county website to be an open forum that is easy to navigate and more user friendly. Commissioner Flowers-Taylor stated that she had visited the City of Griffin website recently and found it very user friendly and easy to navigate.

Commissioner Flowers-Taylor then asked that the County Manager provide an update on the list of Vendors that is to be compiled and posted on the County website for the service area established by the Purchasing Policies and Procedures that were adopted earlier in the meeting.

Commissioner Flowers-Taylor asked that a series of one to two hour work sessions be held to review the new Personnel Ordinance one section at time. She feels it is simply too much data to review at one time and would like to have a series of short work sessions to review these policies and procedures.

William Wilson, County Manager suggested that the Chairman and staff get together and work on the animal control issue for a future workshop and then work on coming up with some dates to review the individual sections of the Personnel Ordinance.

**Johnson** – No comment.

**Ray** – Stated that he wanted to acknowledge Alvin Huff's efforts during the recent rounds of snow and ice storms. Alvin did an excellent job of informing City Residents as to what was going on in the City.

We have heard from the Bearden family tonight regarding the illegal kennel activities occurring in their neighborhood. This has been a long term issue and he wants to encourage the Board to work toward limiting the number of animals on residential lots of one acre or less. We need to determine how many dogs occupying a piece of property are to be considered pets and how many animals occupying a piece of property constitute a kennel.

**Gardner** – Thanked the Commissioners and staff for the retreat/workshop that we had. He thought it was very productive, he felt like we all worked through some issues and that we got a lot done. Chairman Gardner stated that he appreciated everyone's willingness to give up what turned out to be a very pretty day to sit inside and work on these issues.

Chairman Gardner requested a motion to amend the Agenda for consideration a resolution to work in conjunction with the City of Griffin to condemn the MAC property at the airport for governmental purposes as discussed in the Executive Session.

***Motion/Second by Ray/Johnson to amend the Agenda to include the condemnation proceedings as discussed in the Executive Session. Motion carried unanimously by all.***

***Motion/Second by Flowers-Taylor/Ray to approve a resolution to work in conjunction with the City of Griffin to condemn the property located at 1134 Uniform Road. Motion carried unanimously by all.***

**XIII. CLOSED SESSION – None.**

**XIV. ADJOURNMENT**

***Motion/Second by Flowers-Taylor/Ray to adjourn at 7:05 p.m. Motion carried unanimously by all.***