

## MINUTES

**The Spalding County Board of Commissioners held a Work Session in Room 108 in the Courthouse Annex, Friday, January 16, 2015, beginning at 9:05 a.m. with Chairman Rita Johnson presiding. Commissioners Bart Miller, Raymond Ray, Gwen Flowers-Taylor and Donald F. Hawbaker were present. Also present were County Manager William P. Wilson Jr., County Attorney Jim Fortune and Kathy Gibson, Executive Secretary to record the minutes.**

**I. Opening (Call To Order)** led by Chairman Rita Johnson.

**II. Invocation** led by Chairman Rita Johnson.

**III. Pledge To Flag** led by Vice Chairman Bart Miller.

### **IV. Agenda Items**

1. Consider establishing a policy for the use of Spalding County Board of Commissioners Official Letterhead Stationary.

William Wilson, County Manager, advised that Mr. Fortune had prepared a resolution regarding the use of Spalding County Official Stationary. Mr. Wilson stated that in the past the only stationary available for the Commissioners was the Official county stationary, should they choose to write individualized letters. Staff is recommending individualized stationary for the use of the commissioners as official correspondence for a district commissioner. The individualized stationary will be in electronic form, so there will be no additional costs for printing.

Mr. Fortune added that with individualized stationary there will be no mistake as to the content being the wishes of the individual commissioner and not the wishes of the Board. This would provide the distinction between when a letter is being issued with the permission of the Board versus an individual.

Commissioner Flowers-Taylor asked that the individual commissioners email address be included on the letterhead. She further stated that if it is personalized stationary, then it needs to have their personalized information included on the document in their capacity as Commissioner. She added that the information that is provided on the official businesses cards should be reflected on the stationary.

Commissioner Flowers-Taylor stated that she agrees with the individual letterhead. She also stated that she agrees that the official letterhead should be used only for official business of the board. Commissioner Flowers-Taylor stated that she had contacted other counties in the metro Atlanta area and found that they provide their commissioners with personalized letterhead.

Consensus of the board is:

- That individual letterhead be provided to the Commissioners for use in individualized letters and official correspondence as a district commissioner and not the official Spalding County letterhead.
- The information contained on each Commissioner's business card will be the the information provided on the bottom of the stationary, unless otherwise requested by the commissioner.

- A copy of all individual correspondence will be forwarded to the County Clerk as the official custodian of all county records.

Mr. Fortune suggested that the resolution before the board not restrict the use of official Spalding County Stationary by the County Manager because it is utilized in conducting the business of the county and the County Manager signs the letter as the County Manager who carries out the business of the Board of Commissioners.

Mr. Fortune then stated that the wording for the resolution would be:

“Be it resolved that no person shall use the official letterhead of the Spalding County Board of Commissioners without prior written approval of the Board of Commissioners. This prohibition shall not apply to the use of the official letterhead stationary by the County Manager.”

Consensus of the board is to consider a Resolution for the use of Spalding County Letterhead stationary as stated by above Mr. Fortune at the February 2<sup>nd</sup> meeting.

Mr. Wilson reminded the Board that any letter written on county stationary would be subject to the Open Records Laws for the State of Georgia and asked that any correspondence be copied to the Kathy Gibson for the correspondence file and she will pdf the document and copy the remaining Commissioners.

2. Chairman Johnson requests authorization of funding of the University of Georgia Archways Program as discussed at the Intergovernmental Retreat.

Chairman Johnson stated that on January 13<sup>th</sup>, the Chamber of Commerce Intergovernmental Committee meet with Mr. Mel Garber, the Archways Director as a follow up to the retreat in October. Chairman Johnson advised that everyone should have received a retreat summary that was submitted by the Chamber which outlines everything set forth in that retreat. The meeting on January 13 was a follow up and a rehash of the meeting in Athens. Commissioner Johnson stated that the Archway request is for \$60,000 which is split between the County, the City and the Board of Education and requested that \$20,000 of the Commissioner contingency fund be allocated to the Archway Program.

Commissioner Hawbaker stated the Memorandum of Understand for the Archway program should be redrawn. He further stated that as a Board it is important that we go forward with the Archway Project and he feels the three local entities identified during the retreat should be involved. Commissioner Hawbaker stated that the County, City and Board of Education should lead the process then ask for assistance from outside entities. He asked that Mr. Fortune revise the MOU and add specifics for the benefit of the Spalding Partners. He also stated that he sees the Archway Project as a mediator for helping the entities involved get together on projects that make for a better community.

Commissioner Flowers-Taylor expressed her concerns regarding the other entities that were in attendance at the retreat not assisting in the funding of the Program. She stated that the burden should not fall on the County, the City and the Board of Education to fund the Program when Georgia-

Power, Spalding Regional Hospital, UGA and SCTC were all present at the meeting and all agreed that the Archway Program would be beneficial to the community.

After extensive discussion, consensus of the board is to approve funding on the Archway Project, contingent upon the other entities involved funding the project, as presented by the Archway Program at the retreat.

***Motion/second by Ray/Johnson to pledge \$20,000 funding to the University of Georgia Archway Program contingent upon the City of Griffin and the Board of Education or other avenues of funding committing to their portion of the cost. Vote. 3-2 (Miller/ Flowers-Taylor)***

*Mr. Fortune left the meeting for a conference call at 10:25 a.m.*

*Chairman Johnson recessed the workshop for 10 minutes at 10:25 a.m.*

*Chairman Johnson called the meeting back to order at 10:32 a.m.*

3. Discussion of North Hill Street/Northside Drive/Tuskegee Avenue and North Hill Street/East McIntosh Road Intersection Improvement Projects.

Anthony Dukes, Griffin-Spalding Transportation Program Manager, stated that he had invited, Sean Hayes of Falcon Design Consultants to answer any questions regarding projected costs for these intersections.

Mr. Hayes stated that Falcon Design Consultants had previously presented concept plans for the Board's consideration and at that time the Board voted on which concept they wished to move forward into a design. The Board approved Falcon to move forward with the design for a roundabout at the North Hill Street/Northside Drive/Tuskegee Avenue intersection. Falcon has presented preliminary design plans to both the City and the County for review. They have established all of the grades and have determined what all of the required easements would need to be along with right of way acquisition points. Mr. Hayes further stated that the City has already requested that they prepare right of way plats for each of the property owners for the entire the North Hill Street/Northside Drive/Tuskegee Avenue intersection. Mr. Hayes advised that as part of the design on this intersection, curb islands had been created to establish very specific points of egress and ingress. The cost estimate given is for the entire intersection.

Commissioner Flowers-Taylor asked if the intersection included the bridge in that area. She stated that Mr. Wilson had talked about the County being able to transfer money from the Jordan Hill Bridge project and wanted to know if that money would actually be enough to do the bridge.

Mr. Wilson advised that the Jordan Hill Road money would require a match. Jordan Hill Bridge was budgeted approximately \$1.8 million for the bridge project and they have used approximately \$200-300,000 for that design, so there should be enough money left, if we are allowed to move the money from Jordan Hill to this bridge.

Mr. Dukes added that GDOT has given us their approval to move the funds and ARC is on board, we just have to make the formal request to do an administrative modification to make that happen. He warned that prior to moving the money the County needs to be sure that the Jordan Hill Bridge is going to be sustainable for a number of years because it may be a while before we can get funding should anything happen to that bridge.

*Mr. Fortune rejoined the meeting at 10:52 a.m.*

Mr. Hayes advised that for Intersection #3 the North Hill Street/East McIntosh Road intersection the Board had decided on a four way stop configuration. He showed how the design of Hill Street would be adjusted through the Hammond property. Mr. Hayes advised that there are sidewalks on both sides of the street in both of the intersection designs. The cost estimate provided includes all of the profiles and the grading so that we know where all of the limits of disturbance are and which properties are affected. This preliminary design identifies everything in our cost estimate.

Mr. Wilson advised that when the County initially entered into the LCI agreement with the City of Griffin that Intersection #1 improvements would be funded by the City, Intersection #2 funding would be split 50/50 between the City and the County and Intersection #3 would be funded by the County. We have this agreement in writing through the design, but we do not have an agreement through construction. He further advised that we have a total of approximately \$2.2 million in the 2008 SPLOST to cover these intersection improvement projects.

Commissioner Ray stated that we need to make sure prior to requesting fund reallocation, that we are not going to need anything done to the Jordan Hill Bridge for a long period of time.

Commissioner Flowers-Taylor advised that funds from the 2008 SPLOST had been allocated for the Spalding County Water and Sewer Authority for infrastructure, which was supposed to be sewer expansion in the North Hill Street Area. They have not done anything with that money and at this point they will not be able to complete a viable project on North Hill Street, so she would not be opposed to asking them to allocate some of those funds into the intersections and bridge projects.

Mr. Wilson advised that the Spalding County Water and Sewer Authority was allotted \$2.5 million and it would be reduced due to collections to 92% or \$2.2-2.3 million. He stated that they have spent approximately \$100,000 on studies, and they did vote in a meeting that it was economically unfeasible to connect that area to the Springs Wastewater Treatment plant because of excess costs which could make that money available, but we will need to defer to Mr. Fortune.

Mr. Fortune advised that we would need to contact Board Counsel in Atlanta, but he agrees with William, he thinks that it can be done, but we want to make sure before we entertain the idea.

Commissioner Ray asked if the legislature had not ruled that if a SPLOST project is determined to be no longer viable the funds could then be redirected to another project that is beneficial to the community.

Mr. Wilson stated "yes as long as the project receiving the funds was on the 2008 ballot to receive funding."

Commissioner Ray requested that Mr. Wilson and Mr. Fortune get a definitive answer on this matter and if the funds can be reallocated to fund the two intersections and if there are additional funds can they be utilized by on the bridge.

Consensus of the board is to split the cost of the entire project on Intersection #2 North Hill Street/Northside Drive/Tuskegee Avenue 50/50 with the City of Griffin.

Commissioner Flowers-Taylor then asked that several citizens in the audience who wanted to speak be allowed to speak regarding the intersections.

**Pam Sutton resides on Spellman Avenue**, spoke in favor of the roundabout and the proposed change to that area.

**Cynthia Reed-Ward, resident of the Hill Street area** stated that in 2008 Spalding County promised residents there would be money set aside to put hope back into the Hill Street area. She stated that it would be advantageous for the businesses involved to be gone. Ms. Ward further stated that she had witnessed drug deals in the area and asked the board to give the residents of that area a chance and breathe more life in the community by redeveloping that area.

**Ms. Jean Worthy-Reid, has resided on 222 Bourbon Street** for approximately 55 years. She states that she has a problem with water on Bourbon Street because there is no sewer. She stated that she is willing to pay out of her own pocket to get annexed into the City in order to connect to the city's sewer.

Commissioner Flowers-Taylor stated that the citizens on Bourbon Street do not have access to city sewer which is only a few hundred feet away because they are in the County and the sewer is in the city.

E. **Adjournment**

***Motion/Second by Ray/Miller to adjourn. Motion carried unanimously by all at 11:32 AM.***

/s/ \_\_\_\_\_  
Rita Johnson, Chairman

/s/ \_\_\_\_\_  
William P. Wilson, Jr., County Clerk