

**PEACH COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AUGUST 13, 2019**

The Peach County Board of Commissioners held its regular monthly meeting at 6:00 p.m., Tuesday, August 13, 2019, in Commission Chambers at 213 Persons Street, Fort Valley, Georgia, with all members in attendance. Chairman Moseley called the meeting to order, and Commissioner Hill opened the meeting with prayer. Chairman Moseley led the Pledge of Allegiance to the Flag and welcomed those present.

CONSENT AGENDA – August 13, 2019:

1. **Mutual Aid Agreement- Robins Air Force Base:** EMA Director, Jeff Doles has presented a mutual aid agreement with Robins Air Force Base for fire service assistance. Each entity covenants to be responsible for its own personnel and equipment. This agreement will remain in effect until superseded by a new agreement approved by both parties or the agreement is otherwise terminated.

ACTION REQUESTED: To approve the above Mutual Aid Agreement with Robins Air Force Base for fire service assistance and to authorize the Chairman to sign the Agreement on behalf of the Board of Commissioners. *(A copy of said Agreement is attached to Page 481, Minutes Book L, for future reference.)*

2. **Request to Accept Donation - Fire Department:** Jeff Doles, Fire Chief/EMA Director, advised that the Georgia Forestry has donated a Polaris XP 4 Wheel Drive 4 seat UTV to the Fire Department, which will be used to do land searches for missing persons, reaching hard to access areas by fire and law enforcement, and to navigate large crowds during events. Chief Doles has advised that there will be no additional cost to convert the unit to County use.

ACTION REQUESTED: To accept the donation of the Polaris XP 4 Wheel Drive UTV from the Georgia Forestry Commission, as requested by Jeff Doles, Fire Chief/EMA Director.

3. **Budget Amendment – E911:** Angela Tharpe, E911 Director, has presented the following budget amendment to appropriate funding to cover overages.

<u>Budget Transfer – FY2019 - E911</u>			
100.1599.57.9000	From:	Contingencies	\$ 12,477
100.3800.52.3212	From:	Trunk Line Expense	<u>\$ 1,050</u>
			<u>\$ 13,527</u>
100.3800.51.1300	To:	Overtime	\$ 12,477
100.3800.53.1203	To:	Utilities (Water)	<u>\$ 1,050</u>
			<u>\$ 13,527</u>

ACTION REQUESTED: To approve the above stated budget amendment as presented by Angela Tharpe, E911 Director.

4. **Budget Transfer – E911:** Angela Tharpe, E911 Director, has presented the following budget amendment to transfer additional contributions from FY19 Budget for Telecommunications week to FY20 Budget.

<u>Budget Amendment - Other General Government – FY20 - E911</u>			
100.1599.57.9000	From:	Contingency	\$ 304
100.3800.53.1731	To:	Employee Recognition Supplies	<u>\$ 304</u>

ACTION REQUESTED: To approve the above stated budget amendment as presented by Angela Tharpe, E911 Director.

5. **Increase Temporary Pay to Probationary Rate – E911:** Angela Tharpe, E911 Director, has requested that the temporary pay of \$10.75 be increased to the probationary rate of \$13.89.

ACTION REQUESTED: To approve the temporary pay of \$10.75 be increased to probationary rate of \$13.89 as requested by Angela Tharpe, E911 Director.

6. **Request for Exception to 29 Hour Rule – E911:** Angela Tharpe, E911 Director has requested to have an exception approved to allow a four (4) temporary employees, Kieria Lowe, Crystal French, Jacqueline Joins, and Mickayla Rouse, to exceed the 29 Hour Rule for temporary employees. Ms. Tharpe has requested a budget amendment in the amount of to appropriate funding from

ACTION REQUESTED: To approve the request made by Angela Tharpe, E911 Director to allow an exception for all four (4) temporary employees to exceed the 29 Hour Rule.

7. **Request Funding for EMD Training:** Angela Tharpe, E911 Director, has requested funding for nine (9) new employees to attend EMD Training September 3-5, 2019. The cost for this training is \$365.00 per person. Ms. Tharpe has requested a budget amendment in the amount of \$4,000.00 to appropriate funding for the employees to attend the EMD Training.

Budget Amendment - Other General Government - FY19 - E911

100.1599.57.9000	From:	Contingency	\$ 4,000
100.3800.52.3700	To:	Education & Training	\$ 4,000

ACTION REQUESTED: To approve the request for additional funding for the EMD Training, and to approve the above stated budget amendment in the amount of to appropriate funding.

8. ~~Ninety (90) Day Moratorium for Tiny Houses: April H. Hodges, Assistant County Administrator/County Clerk has requested that the Board approve a ninety (90) Day moratorium to allow sufficient time to develop an ordinance to set standards for Tiny Houses.~~

~~**ACTION REQUESTED:** To approve the ninety (90) day moratorium to allow sufficient time to develop an ordinance for Tiny Houses as requested by April H. Hodges, Assistant County Administrator/County Clerk.~~

9. **Budget Amendment – April H. Hodges:** April H. Hodges, Assistant County Administrator/County Clerk, has presented the following budget amendment to cover the cost to attend the Certified Public Manager Program.

Budget Amendment - Other General Government - FY19 - Commissioners Office

100.1599.57.9000	From:	Contingency	\$ 3,500
100.1110.52.3700	To:	Education & Training	\$ 3,500

ACTION REQUESTED: To approve the above budget amendment as presented by April H. Hodges, Assistant County Administrator/County Clerk.

10. **ACCG 2019 Legislative Leadership Conference Voting Delegate:** April H. Hodges, Assistant County Administrator/County Clerk, has advised that a voting delegate needs to be selected from among those planning to attend the ACCG Legislative Leadership Conference in October, to vote on behalf of the Board of Commissioners on matters brought before the business session concerning the final ACCG County Platform.

ACTION REQUESTED: To designate Commissioner Shanita Bryant as the 2019 Legislative Leadership Conference Voting Delegate to vote on business session matters on behalf of the Peach County Board of Commissioners.

11. **FY2019 Approved Wireless Communications:** Michaela Jones, County Administrator, has presented proposed amendments to the FY2019 Approved Wireless Communications for Board approval. Ms. Jones advised that the amendments reflect three (3) mobile hotspots for the Fire Department and an upgrade to a wireless data phone for David Parrish, Recreation Director.

ACTION REQUESTED: To approve the amended FY2019 BOC Approved Wireless Communications as presented and to authorize the Chairman to sign the documents on behalf of the Board of Commissioners.

12. **Salary and Wage Classification Study:** Commissioner Shanita Bryant advised that a salary and wage classification study has not been completed since 2003. Commissioner Bryant advised that she would like to know the price of doing a salary and wage classification study.

ACTION REQUESTED: To approve the request to get pricing on a salary and wage classification study as presented by Commissioner Bryant.

13. **Budget Amendment – Shoup Office:** Janet Smith, Assistant Finance Director, has presented the following budget amendment to appropriate funding for the rental of Dr. Shoup's office.

Budget Amendment - Other General Government - FY19

100.1599.57.9000	From:	Contingency	\$ 8,400
100.5110.52.2310	To:	Rental of Land & Buildings	\$ 8,400

ACTION REQUESTED: To approve the above stated budget amendment as presented by Janet Smith, Assistant Finance Director.

14. **Budget Amendment – E911:** Janet Smith, Assistant Finance Director, has presented the following budget amendment to cover phone overages.

Budget Transfer - General Fund - E911

100.3800.52.3212	From:	Trunk Line Expense	\$ 25,916
100.1400.52.3210	To:	Telephone	\$ 440
100.1565.52.3210	To:	Telephone	\$ 595
100.3300.52.3210	To:	Telephone	\$ 15,266
100.3800.52.3210	To:	Telephone	\$ 8,396
100.4220.52.3210	To:	Telephone	\$ 1,219
			\$ 25,916

ACTION REQUESTED: To approve the above stated budget amendment as presented by Janet Smith, Assistant Finance Director.

15. **Budget Amendment – Commissioners Office:** Janet Smith, Assistant Finance Director, has presented the following budget amendment to appropriate additional funding to cover the cost of the mechanical bull that was rented for Employee Appreciation Day.

Budget Amendment - Other General Government - FY19

100.1599.57.9000	From: Contingency	\$ 750
100.1599.53.1731	To: Employee Recognition Supplies	\$ 750

ACTION REQUESTED: To approve the above stated budget amendment as presented by Janet Smith, Assistant Finance Director.

16. **Budget Amendment – Commissioners Office:** Janet Smith, Assistant Finance Director, has presented the following budget amendment to appropriate additional funding for overages.

Budget Transfer - General Fund - Tax Commissioner

100.1599.57.9000	From: Contingency	\$ 2,000
1545.52.1220	To: Legal Services	\$ 366
1545.52.2325	To: Contract/Copier	\$ 150
1545.52.3700	To: Education & Training	\$ 1,400
1545.53.1703	To: Tax Coll. Supplies	\$ 84
		\$ 2,000

ACTION REQUESTED: To approve the above stated budget amendment as presented by Janet Smith, Assistant Finance Director.

17. **Budget Amendment – Commissioners Office:** Janet Smith, Assistant Finance Director, has presented the following budget amendment to appropriate additional funding for overages.

Budget Transfer - General Fund - FY19 - Library

100.1599.57.9000	From: Contingency	\$ 675
100.6500.52.3208	To: Alarm Monitoring	\$ 204
100.6500.52.3210	To: Telephone	\$ 211
100.6500.53.1203	To: Utilities - Water	\$ 260
		\$ 675

ACTION REQUESTED: To approve the above stated budget amendment as presented by Janet Smith, Assistant Finance Director.

18. **Van for 814 Inmate Work Crew – Stormwater:** Paul Schwindler, County Engineer, advised that the 814 Inmate Work Crew van is no longer operating and that they are in need of a new one. Mr. Schwindler advised that instead of purchasing a new van, they could use an old van that was used by the Public Works Department. Mr. Schwindler advised that he would need a budget amendment in the amount of \$3,500.00 to make appropriate adjustments to the van.

Budget Transfer - General Fund - FY19 - Stormwater

540.4450.52.2230	From: Stormwater & Drainage	\$ 3,500
540.4520.52.1320	To: Motor Vehicle Maintenance	\$ 3,500

ACTION REQUESTED: To approve the request to use the van at Public Works, and to approve a budget amendment in the amount of \$3,500.00 to make appropriate adjustments to the van as requested by Paul Schwindler, County Engineer.

Vice Chairman Lewis moved to approve the Consent Agenda with the following changes, removing item #8 – Ninety Day Moratorium for Tiny Houses, and placing the item under Old Business #8, and to add the word Salary in item #12 as presented. Commissioner Hill seconded the motion. Motion carried unanimously.

AGENDA:

Commissioner Yoder moved to approve the Regular Agenda with the following changes: Under Old Business Item #8 – Moratorium for Tiny Houses, Under New Business, add Item #1 Michaela Jones, County Administrator – Request for Microsoft Premium, Under Executive Session Item #1 – Board Appointments – Middle Flint Behavioral Health, Item #2 – Land Acquisition, and Item #3 Personnel Matter. Vice Chairman Lewis seconded the motion. Motion carried unanimously.

MINUTES:

Regular Meeting – July 17, 2019 – Commissioner Hill moved to approve the minutes as presented. Commissioner Yoder seconded the motion, and the motion carried unanimously.

Called Meeting – July 25, 2019 – Vice Chairman Lewis moved to approve the minutes as presented. Commissioner Yoder seconded the motion, and the motion carried unanimously.

Public Hearing – August 1, 2019 – Commissioner Hill moved to approve the minutes as presented. Vice Chairman Lewis seconded the motion, and the motion carried unanimously.

ANNOUNCEMENTS & UPDATES:

Commissioner Hill advised those present that a Legislative Meeting is scheduled to be held on August 22, 2019, at St. Peter's A.M.E. Church, which she plans to attend.

Mr. Paul Schwindler, County Engineer, announced that the Contractor for the Southwest Peach Sanitary Sewer Project is mobilizing tomorrow to complete Willowlake Road. The road will be closed for the next two weeks in which people will have to detour on State University Drive. Commissioner Hill asked Mr. Schwindler to make sure that signs are put up ahead of time so that residents will be aware.

APPEARANCES:

None

OLD BUSINESS:

Ms. Michelle Douglas, Human Resources Manager, presented a proposed On Call Policy for the Board to consider. This policy will require that each department have an on call duty roster and employees on call would be required to report within one hour or less.

Commissioner Bryant stated she would like to see a comp time policy in place before the On Call Policy is implemented.

After a brief discussion, Vice Chairman Lewis moved to approve the policy with the removal of the comp time sentence. Commissioner Yoder seconded the motion and the motion carried unanimously.

Ms. Michelle Douglas, Human Resources Manager, presented a proposed Email policy for the Board to consider. Ms. Douglas advised that the policy would require that employees use work email only for work related emails and no personal emails. County emails are subject to open records laws, which would possibly place someone's personal email subject to open records if there was a request and they were using their personal email for work issues. Vice Chairman Lewis moved to approve the policy as written. Commissioner Bryant seconded the motion and the motion carried unanimously.

Ms. Michelle Douglas, Human Resources Manager, requested permission from the Board to apply for a Worker's Comp Safety Grant through the ACCG to place five (5) Automated External Defibrillators (AED) in the Courthouse and Commissioner's Office. Commissioner Hill moved to allow Ms. Douglas to apply for the grant and to accept the grant if received. Commissioner Bryant seconded the motion and the motion carried unanimously.

Mr. Jeff Holly, Valley Insurance, presented a proposed package for Cyber Insurance for cyber risks. Mr. Holly answered previous questions from the work session. After discussion, Vice Chairman Lewis moved to accept the policy for \$5,039.00 annually from Coalition for cyber security as presented. Commissioner Yoder seconded the motion and the motion carried unanimously.

Mr. Paul Schwindler, County Engineer, advised the Board that Thursday is the deadline to place the Convenience Center information in the tax bill. Once the Convenience Center is constructed, it will need to be fenced in and employees are needed to monitor the center. The hours of operation will need to be advertised on the website and in the Leader Tribune. Mr. Schwindler added that he recommends that the center is open on Saturday and Sunday and located next to the Recycle Center on Old Macon Road. The contract goes into effect on October 1, and they hope to have it in operation in November. The convenience center will take excess limbs and woody debris, mattresses, and appliances without freon.

Batteries and tires will not be accepted. They hope to have two to four dumpsters for residential use only. It will not take business refuse. It will be included in the Advance Disposal contract. Commissioner Yoder moved to place the Convenience Center next to the Recycle Center on Old Macon Road. Commissioner Bryant seconded the motion and the motion carried unanimously.

Ms. April Hodges, County Clerk, presented a proposal to place a 90-day moratorium on tiny houses until an ordinance can be put in place. Commissioner Yoder responded that he is okay with the moratorium, but concerned with the issue arising because someone sent in a request

County Marshall, Jimmy Russell, stated that any tiny houses put in would be subject to the international building code specifications.

Commissioner Yoder stated he agrees that a moratorium is needed to get an ordinance put in place, but feels like the person who made the request should be exempt from the moratorium.

Commissioner Bryant asked if there have been any requests for tiny houses. Mr. Russell responded that we already have a few in the county.

After a brief discussion, Commissioner Bryant moved to place a 90-day moratorium on tiny houses. Commissioner Hill seconded the motion and the motion carried unanimously.

NEW BUSINESS:

Item #1 withdrawn from the agenda.

Commissioner Bryant moved to go into an Executive Session at 7:01 p.m. to discuss Middle Flint Board Appointment, Land Acquisition and a Personnel Matter. Commissioner Hill seconded the motion. Motion carried unanimously.

--EXECUTIVE SESSION--

Vice Chairman Lewis moved to terminate Executive Session at 8:28 p.m. Commissioner Hill seconded the motion, and the motion carried unanimously.

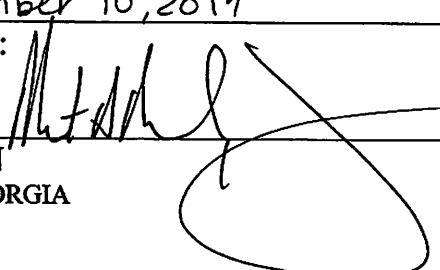
Commissioner Yoder moved to appoint Sheriff Terry Deese and Dr. Lionel Brown or their designees to the Middle Flint Behavioral Health Board. Commissioner Bryant seconded the motion, and the motion carried unanimously.


Commissioner Hill moved to appoint Commissioner Yoder as a liaison to the Middle Flint Behavioral Board. Commissioner Bryant seconded the motion, and the motion carried unanimously.

Vice Chairman Lewis moved to create a moratorium for Salaried Employees effective August 14, 2019. The moratorium shall state that salaried employees will accrue no comp time until further notice and that comp time must be used before vacation leave. Commissioner Hill seconded the motion and the motion carried unanimously.

There being no further business to come before the Board at this Regular Meeting on this date, Commissioner Yoder moved to adjourn at 8:32 p.m. Commissioner Hill seconded the motion, and the motion carried unanimously.

Meeting adjourned.

September 10, 2019
APPROVED: 
CHAIRMAN
STATE OF GEORGIA

PEACH COUNTY
BOARD OF COMMISSIONERS
BY: 
COUNTY CLERK

AFFIDAVIT OF CHAIRMAN

Martin H. Moseley, Jr., Chairman of the Peach County Board of Commissioners, being duly sworn, states under oath that the following is true and accurate to the best of his knowledge and belief.

The Peach County Board of Commissioners met in a duly advertised meeting at 6:00 p.m., Tuesday, August 13, 2019.

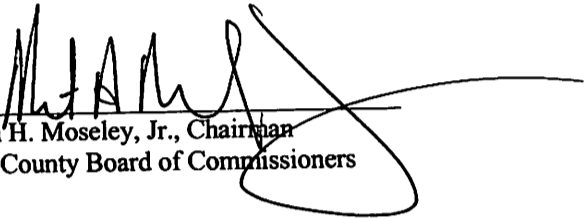
During such meeting, the Board voted to go into closed session.

The Executive Session was called to order at 7:01 p.m.

The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the open meetings law:

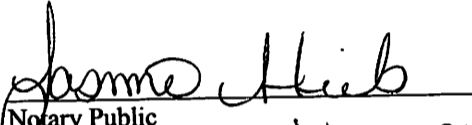
- (1) Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A. §50-14-3(6).

This 13th day of August 2019.


Martin H. Moseley, Jr., Chairman
Peach County Board of Commissioners

Sworn to and subscribed before me this 13th day of August, 2019.




Notary Public
My Commission Expires July 15, 2022

MONTHLY WORK SESSION
Peach County Board of Commissioners
5:00 p.m., Tuesday, September 3, 2019

The Peach County Board of Commissioners held their monthly Work Session at 5:00 p.m., Tuesday, September 3, 2019, in Commission Chambers at 213 Persons Street, Fort Valley, Georgia, with all Commissioners in attendance. Chairman Moseley called the Work Session to order. The purpose of the work session was to discuss topics being considered for the regular monthly meeting to be held on September 10, 2019, as follows:

1. Jimmy Ezell – Citizen Concern – Speeding of Burnette Road & Courtney Drive
2. Peach County Board of Education – Request for Funds through LMIG for New High School
3. Commissioner Betty C. Hill – Middle Georgia Community Action Agency
4. David Parrish – Recreation Director:
 - a. Budget Amendments
 - b. Replacement of Ball Field Light Post at North Peach Park
 - c. Kay Center Request for Contract Price Increase
 - d. New Maintenance Shed at South Peach Park
 - e. Lights for Volleyball Court at South Peach Park – Special Thank You to Tapatio Restaurant
5. Latonia Ages – Juvenile Court Administrator:
 - a. Introduction of new Interns
 - b. Peach Activity Upcoming Fundraiser
 - c. NACM Conference Update
 - d. Budget Amendment - Overages
6. Adrienne Ray – Elections Supervisor – Budget Amendment – Logistics & Accuracy Testing
7. Alfonzo Ford – EMS Director – Budget Amendment – Overages

8. Angela Tharpe – E911 Director – Budget Amendment – Overages
9. Michelle Williams – Human Resources Manager:
 - a. Retirement Plan Update
 - b. Compensatory Time Policy
 - c. Request to accept 2019 Wellness Grant Award
10. FY2019 – FY2020 BOC Approved Wireless Communications
11. MGRC – Quote for Salary & Wage Classification Study
12. Janet Smith – Assistant Finance Director:
 - a. Budget Amendment/Transfers:
 - i. Planning & Zoning – Postage
 - ii. Roads
 - iii. Magistrate Court – Various Overages
 - iv. Commissioner Hill – Education & Training
 - v. Commissioner Bryant – Education & Training
 - vi. Public Education Supplies
 - vii. Overages – Insurance
 - viii. Commissioners Office – Overages
 - xi. Recyclables Collection
 - b. Annual Leave Payout
 - c. Request to Write off Ambulance Fees
13. Wayne Smith – Public Works Director:
 - a. Request to Purchase/Rent Grapple Truck
 - b. Request to replace three (3) vehicles
 - c. Budget Amendment – Energy & Utilities
14. Paul Schwindler – Director of Engineering Services:
 - a. Surveying Proposals for Animal Control Shelter on Ira Hicks Blvd.
 - b. Civil Engineering Proposals for Animal Control Shelter on Ira Hicks Blvd.
 - c. Civil Engineering Proposals for FS #7 Norwood Springs Road
 - d. Budget Transfer – Solid Waste
 - e. LMIG Project Amendment Request
 - f. Request Permission for Modifications to Leased Building – Health Department
 - g. LMIG FY20 Discussion in Preparation of Submitting FY20 Application
15. Setting Meeting Agenda & Consent Agenda for Regular Meeting on September 10, 2019

The work session adjourned at 7:47 p.m.



COUNTY CLERK

8/6/19

Date