

AGENDA  
REGULAR MEETING  
5:00 P.M.  
November 4, 2019

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1. Call to Order
2. Invocation and *Pledge of Allegiance* - Emmi Stone, Chair of Junior Leadership Team
3. Approval of the Agenda
4. Department Reports
  - a. Mel Kelly – EMS Report
  - b. Mike Robins – Recreation Department Monthly Report
  - c. Jerry Lanier – Roads and Bridges Department Monthly Report
  - d. Robert Hendrix – Solid Waste/Landfill Report
  - e. Jason Douglas – Fire Department Monthly Report
  - f. Allen Tyler – Coroner
5. Approval of Minutes
6. Financials
7. Old Business
  - a. Consideration of a request from the Health Department to increase FY2020 budget to a minimum of \$13,434
  - b. Consideration of proposals submitted in response to an RFP for HVAC replacement at 428 N Rountree St (Sunshine House)
  - c. 2019 Christmas Bonus and Annual Leave Buy-Back
8. New Business
  - a. Consideration of proposals submitted in response to an RFP for a Construction Manager
  - b. Consideration of UltraShred Contract for countywide shredding services
9. Report from Chairman
10. Report from County Administrator
11. Report from County Attorney
12. Report from Commissioners
13. Executive Session
14. Adjournment

**Board of Commissioners of Candler County**  
**Regular Meeting**  
**November 4, 2019**  
**5:00 p.m.**

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The Board of Commissioners of Candler County met for the regular monthly meeting on Monday, November 4, 2019, at 5:00 p.m., in the Commissioners' boardroom at 1075 East Hiawatha Street, Suite A, Metter, Georgia. Those attending the meeting were Candler County Chairman, Glyn Thrift; Candler County Vice-Chairman, Brad Jones. Commissioners David Robinson and Blake Hendrix; Candler County Administrator, Bryan Aasheim; Candler County Clerk, Maranda K. Lank; Candler County Attorney, Kendall Gross. Other guests attending the meeting included Pete Tessier, Carl Baker, Bobbie Dismuke, Katie Earhart, Jason Case, Mel Kelly, Jason Douglas, Wallie Waters, Dave Lindsey, Cliff Alexander, Leo Kelsey, Tony McNar, Nathan and Nickie West, Bobby Odom, Michelle and Jerry Holloway, Allen Tyler, Glen Deal, Jim Savage, Shelly Savage, Roger Savage, Jack Lanier, Jerry Smith, Andy Pierce, Julie Lunsford, Connie Gardner, Linda Atteberry, Buddy Atteberry, Krista Stone, Emmi Stone, Carol Marshall, Rick and Donna Kasee, Jason Grimes and Gary Harvest. The Metter Advertiser was represented by Jerri Goodman. Commissioner Wayne Culbertson was unable to attend this meeting.

**Call to Order**

Chairman Thrift called the meeting to order at 5:00 p.m.

**Invocation and Pledge of Allegiance**

Emmi Stone, Chair of Candler County 4H Junior Leadership Team delivered the invocation and led the *Pledge of Allegiance*.

**RV Park and Campground Ordinance**

Chairman Thrift requested that Vice-Chairman Jones and Mr. Gross meet with the citizens in the audience that had questions or concerns about the proposed RV Park and Campground Ordinance. Vice-Chairman Jones, Mr. Gross and the citizens left the open meeting and gathered in the Ag Extension office classroom to discuss the ordinance.

**Amendment to the Agenda**

The agenda was not amended.

**Department Reports**

**Mel Kelly – EMS Monthly Report**

- Trip and Financial Report (See Exhibit A)
- One staff member in and out on medical leave
- EMS Ordinance amendment has been very helpful with staffing
- Fiber optic line was severed on Bulloch side and callers could not call 911. Calling EMS direct line.

**Jason Douglas – Fire Department Monthly Report**

- Report (See Below)
- Two trips to Emanuel County
- October 2020 is first Brush truck payment

Metter Fire Rescue Response List

Oct-19

Call Type and Jurisdiction

Oct-19

	Structure	Vehicle	Res.	Brush	Inv.	Alarm	Heli.	Haz.	Service	Med.	Other	Total
City	0	0	1	0	2	5	1	0	1	5	1	16
County	1	1	6	2	3	5	0	0	0	4	0	22
Total	1	1	7	2	5	10	1	0	1	9	1	

Total Calls	38
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2 Mutual aid calls to Emanuel County  
40 Total Calls

Oct-18

	Structure	Vehicle	Res.	Brush	Inv.	Alarm	Heli.	Haz.	Service	Med.	Other	Total
City	0	0	0	0	1	2	2	0	1	9	0	15
County	3	1	2	3	1	3	0	0	1	6	0	20
Total	3	1	2	3	2	5	2	0	2	15	0	

Total Calls	35
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**Mike Robins – Recreation Department Monthly Report**

- Fall sports numbers concluded with great numbers
- All Stars fielding with two teams
- 9s and 10s going to Hawkinsville
- Mr. Kemp will be out due to cataract surgery

**Jerry Lanier – Roads and Bridges Department Monthly Report**

- Chairman Thrift thanked Mr. Lanier for cleaning up the mobile home at the Rec Dept
- Thanked the Commissioner for the new service truck
- The motor grader is repaired
- Working on grading roads
- Replacing the hose reels on service truck

**Robert Hendrix – Solid Waste/Landfill Report**

- Landfill has been slow
- Bulldozer is repaired and costed more than expected
- EM Servicing
- Bo Brown returning to haul leachate water
- Becky Loveall gathering audit information
- JP Parker's number to build furniture

**Allen Tyler – Coroner**

- Three calls for October
- Thirty-two calls for the 2019

**Approval of Minutes**

Minutes for the October 7, October 14 and October 21, 2019 meetings were tabled.

**Financials**

Administrator Aasheim delivered the October financial report. (Exhibit B). WEX bill for the month was approximately \$11,000.00. Insurance Premium Tax was higher than budget by a fair amount

**Old Business**

**Consideration of a request from the Health Department to increase FY2020 budget to a minimum of \$13,434**

This item was tabled.

**Consideration of proposals submitted in response to an RFP for HVAC replacement at 428 N Rountree St (Sunshine House)**

This item was tabled.

*Let the minutes reflect a recess was called at 5:32 pm. The meeting was called back to order at 6:16 pm.*

Mr. Gross explained the citizens' concerns of the Campground and RV Park Ordinance

- Asking that the 90 day restriction be lifted
- Mr. Gross believes there is an enforcement problem
  - Make a partner with the RV Park owner
- Locating an RV on private property should have some regulations
- Some consideration should be given to citizens who are currently living in an RV would be grandfathered in and include future upgrades.

Vice-Chairman Jones spoke to the 90-day restriction and the mobility requirement.

Mr. Aasheim requested clarification on how this applies to all other RVs on private property and licensed operation RV parks. Mr. Gross explained the Commission should **consider a moratorium** on this ordinance. Revised copy will be placed on the website.

Vice-Chairman Jones moved to place a moratorium on the RV Park Ordinance. Commissioner Hendrix provided a second to the motion. The motion carried 4-0.

**2019 Christmas Bonus and proposed changed to the Christmas Bonus. Annual Leave Buy-Back**

Commissioner Hendrix moved to amend the 2019 Christmas Bonus policy revision. Chairman Thrift provided a second to the motion. The motion carried 4-0. (See Exhibit C)

Commissioner Hendrix moved to approve the 2019 Christmas Bonus (\$32,650) and Annual Leave Buy-Back (13,216) for a total of \$45,866. Chairman Thrift provided a second to the motion. The motion carried 4-0.

**New Business**

**Consideration of proposals submitted in response to an RFP for a Construction Manager.**

Vice-Chairman Jones moved to award the Construction manager bid to BAK Builders, LLC for \$12,000.00. Commissioner Robinson provided a second to the motion. The motion carried 4-0. (See Exhibit D)

**Consideration of UltrShred Contract for countywide shredding services**

Vice-Chairman Jones moved to contract with UltraShred for \$840.00 for one year of shredding services for Candler County. Commissioner Hendrix provided a second to the motion. The motion carried 4-0. (See Exhibit E)

**Report from Chairman**

Chairman Thrift reported that Pineland Mental Health is looking for free office space.

**Report from County Administrator**

Mr. Aasheim presented the County Administrator written report:

- See attached report (Exhibit F)
- **O’Riely’s Invoice**

Chairman Thrift moved to approve the payment of the O’Riely’s invoice for expenses of a transmission repair from the 2018 SPLOST. Commissioner Hendrix provided a second to the motion. The motion carried 4-0.

**Report from County Attorney**

County Attorney, Kendall Gross, Attorney Gross reported on Candler County Hospital expenses. Interviewing potential CEOs. Executive session will include personnel and land acquisition

**Report from Commissioners**

Commissioner Culbertson representing Commission District 1, was not present for this meeting. Vice-Chairman Jones representing Commission District 2, reported a tree limb to be moved Chevy Lane. Commissioner Robinson representing Commission District 3, requested info from Vice-Chairman Jones. Commissioner Hendrix representing Commission District 4 had nothing to report.

**Executive Session**

Vice-Chairman Jones made the motion to enter an Executive Session 7:14 p.m. seconded by Commissioner Hendrix to discuss land acquisition and personnel matters. The motion passed unanimously.

Vice-Chairman Jones made the motion seconded by Commissioner Hendrix to adjourn the Executive Session and resume with the regular business meeting at 8:09 p.m. Motion carried unanimously.

Vice Chairman Jones made the motion to authorize Chairman Thrift to sign the *Closed Meeting Affidavit*. Commissioner Robinson seconded the motion. Motion carried unanimously.

**Adjournment**

With no further business to discuss, Vice-Chairman Jones moved to adjourn the meeting at 8:12 p.m. Commissioner Robinson provided a second to the motion. The motion carried 4-0.

  
Maranda K. Lank, Clerk

Attest

  
Chairman, Glyn Thrift

# BOARD OF COMMISSIONERS OF CANDLER COUNTY

Glyn Thrift  
Chairman

Bryan Aasheim  
County Administrator

Brad Jones  
Vice-Chairman

Blake Hendrix  
Commissioner

Wayne Culbertson  
Commissioner

David Robinson  
Commissioner

## CLOSED MEETING AFFIDAVIT

STATE OF GEORGIA  
COUNTY OF CANDLER

### AFFIDAVIT OF CHAIRMAN OR PRESIDING OFFICER

Glyn Thrift, Chairman of the Board of Commissioners of Candler County, being duly sworn, states under oath that the following is true and accurate to the best of his knowledge and belief:

1.  
The Board of Commissioners of Candler County met in a duly advertised meeting on Monday, November 4, 2019.

2.  
During such meeting, the Board voted to go into closed session.

3.  
The executive session was called to order at 7:14 p.m.

4.  
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:

\_\_\_\_\_ Consultation with the county attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought to or be brought by or against the county or any officer or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. 50-14-2(1);


\_\_\_\_\_ Discussion of tax matters made confidential by state law as provided by O.C.G.A. 50-14-2(2);

Discussion of the future acquisition of real estate as provided by O.C.G.A. 50-14-3(4);

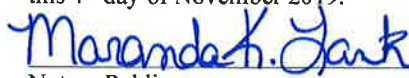
Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A. 50-14-3(6);

\_\_\_\_\_ Other

This 4<sup>th</sup> day of November, 2019.

  
\_\_\_\_\_  
Glyn Thrift, Chairman  
Board of Commissioners of Candler County

Sworn to and subscribed before me  
this 4<sup>th</sup> day of November 2019.

  
\_\_\_\_\_  
Notary Public



1075 EAST HIAWATHA STREET, SUITE 100, METTER, GEORGIA 30439  
(912) 685-4823

# Candler County EMS

## October 2019 Report

Total Call's for month of October - (171)

Non-Transports - (48)

Emergency Transports - (123)

Non-Emergency Transports - (0)

Transport % - (72%)

Non-Transport % - (28%)

Fly Outs - (0)

Mutual Aide - (0)

Fatality Accidents (0)

### Destination Name

Candler County Hospital ----- (93)

East Georgia Regional Hospital Statesboro ----- (20)

From CCH - (12)

From NH - (2)

By Request - (6)

Meadows Regional Hospital Vidalia ----- (2)

From CCH - (0)

From NH - (0)

By Request - (2)

Memorial Medical Center Savannah ----- (5)

Augusta University Hospital (MCG) Augusta ----- (0)

Saint Joseph's Hospital Savannah ----- (1)

Emanuel Medical Center Swainsboro ----- (0)

Candler General Hospital Savannah ----- (1)

Doctors Hospital Augusta ----- (1) From Scene

Response to County Jail - (1)

Nursing Home Calls - (34)

Hospital Transfers - (18)

2015 - (166)

2016 - (153)

2017 - (179)

2018 - (158)

2019 - (171)







Exhibit B

Account Number					
GENERAL FUND	DESCRIPTION	BOOK BALANCE	BANK BALANCE	Difference	Notes
100-11-1110	GENERAL FUND QNB	\$771,600.47	\$771,600.47	\$0.00	
100-11-1112	PAYROLL ACCT PSB	\$0.00	\$0.00	\$0.00	
100-11-1134	LANDFILL CLOSURE FUND QNB	\$11,257.12	\$11,257.12	\$0.00	
100-11-1135	JUVENILE COURT FUND QNB	\$949.19	\$949.19	\$0.00	
100-11-1136	PUBLIC BUILDING FUND	\$40,240.47	\$40,240.47	\$0.00	
100-11-1139	CANDLER COUNTY JAIL FUND	\$15,905.84	\$15,905.84	\$0.00	
100-11-1167	HOSPITAL LOC	\$68,232.97	\$68,232.97	\$0.00	
	HOSPITAL LOAN *9022			October 31 Balance	\$2,059,483.92
	HOSPITAL LOAN *9021			October 31 Balance	\$0.00
	HOSPITAL 30 DAY LOAN			October 31 Balance	\$0.00
100-11-1308	QNB CD (GF)-72770	\$230,678.91	\$230,678.91	\$0.00	12/15/2021 Maturity Date
100-11-1309	QNB LFILL CLO CD-72769	\$0.00	\$0.00	\$0.00	06/12/2019 Closed Date
100-11-1309	QNB LFILL CLO CD-72769	\$1,559,573.03	\$1,559,573.03	\$0.00	06/12/2021 Maturity Date
	<b>Fund 100 Totals</b>	<b>\$2,698,438.00</b>			
<b>D.A.T.E. FUND</b>					
212-11-1132	D.A.T.E. QNBA	\$42,758.74	\$42,758.74	\$0.00	
	<b>Fund 212 Totals</b>	<b>\$42,758.74</b>			
<b>E-911 FUND</b>					
215-11-1138	E-911 FUND QNB	\$119,802.84	\$119,802.84	\$0.00	
215-11-1303	CD E911 QNB-72653	\$153,371.39	\$153,371.39	\$0.00	10/26/2021 Maturity Date
	<b>Fund 215 Totals</b>	<b>\$273,174.23</b>			
<b>LMIG FUND</b>					
250-11-1110	LMIG	\$142,678.06	\$142,678.06	\$0.00	
	<b>Fund 250 Totals</b>	<b>\$142,678.06</b>			
<b>SSD FUND</b>					
270-11-1110	Special Services District	\$556,704.81	\$556,704.81	\$0.00	
	<b>Fund 250 Totals</b>	<b>\$556,704.81</b>			
<b>IMATE FUND</b>					
35-11-1139	JAIL STORE FUND QNB	\$74,484.65	\$74,484.65	\$0.00	
	<b>Fund 285 Totals</b>	<b>\$74,484.65</b>			
<b>2011 &amp; 2018 SPLOST</b>					
320-11-1140	2011 SPLOST QNB	\$312,601.93	\$312,601.93	\$0.00	108,626.64 grader lease payment
320-11-1141	2018 SPLOST QNB	\$0.00	\$0.00	\$0.00	
320-11-1142	2018 SPLOST Hospital 20%	\$0.00	\$0.00	\$0.00	
	<b>Fund 320 Totals</b>	<b>\$312,601.93</b>			
<b>2018 SPLOST</b>					
321-11-1141	2018 SPLOST QNB	\$599,195.16	\$599,195.16	\$0.00	
321-11-1142	2018 SPLOST Hospital 20%	\$46,518.36	\$46,518.36	\$0.00	
	<b>Fund 320 Totals</b>	<b>\$0.00</b>			
<b>TSPLOST CAPITAL</b>					
335-11-1141	CASH IN BANK TIA SPLOST QNB	\$645,153.97	\$645,153.97	\$0.00	
	<b>Fund 335 Totals</b>	<b>\$645,153.97</b>			
	<b>Report Totals</b>	<b>\$4,745,994.39</b>			

Account Id	Account Description	2020 Budgeted	2020 Actual
Revenues:			
100-31-1100	REAL PROP-CUR YEAR	3,100,000.00	9,565.58
100-31-1120	TIMBER TAX	40,000.00	22,675.72
100-31-1190	HOSPITAL LEVY	245,000.00	4,735.83
100-31-1200	REAL PROP-PRIOR YEAR	225,000.00	0
100-31-1310	MOTOR VEHICLES	45,000.00	0.00
100-31-1314	ALTERNATIVE AD VAL T	6,300.00	0
100-31-1315	TAVT	300,000.00	154,874.60
100-31-1320	MOBILE HOME	27,000.00	1,114.70
100-31-1350	RAILROAD EQUIPMENT	0.00	3,317.67
100-31-1390	OTHER REVENUES	0.00	76.48
100-31-1500	PROPERTY NOT ON DIGE	125,000.00	225.84
100-31-1600	REAL ESTATE TRANSFER	40,000.00	5,381.46
100-31-3100	LOST	640,000.00	226,210.65
100-31-6300	FINANCIAL INSTITUTIO	35,000.00	0
100-31-9110	PEN & INT-REAL	150,000.00	45,806.77
100-31-9500	PEN & INT-FIFA	4,800.00	2,976.29
100-32-1240	HUNTING CAMP LIC/PER	1,500.00	1,050.00
100-32-2211	LAND TRANSFER FEE	1,500.00	735.00
100-32-2240	MOBILE HOME PERMITS	7,000.00	6,500.00
100-32-2250	ELECTRICAL PFRMITS	7,000.00	700.00
100-32-2992	INSURANCE LAPSE FEES	2,500.00	0
100-32-4300	TAG PENALITES & INTE	16,000.00	0
100-33-1152	GEMA EMA PARTNERSHIP	7,328.00	0
100-33-1153	OP CAT FED INDIRECT/FEMA Reimbursements	0.00	31,863.60
100-33-4211	FAMILY CONNECTIONS GRANT	50,000.00	24,503.99
100-33-6002	DISPATCH METTER SHAR-FY2017 & FY2018	40,000.00	13,333.36
100-33-6004	DISPATCH METTER SHA-2018 SDS AGREEMENT	65,000.00	21,666.68
100-34-1120	STATE COURT - COMMUNITY SERVICE	3,000.00	788.50
100-34-1190	STATE COURT - JOF	1,400.00	500.00
100-34-1200	CLERK OF COURT - GENERAL FILING FEE	30,000.00	5,156.90
100-34-1600	MOTOR VEH TAG COLLEC	14,000.00	0
100-34-1601	MAIL FEES	700.00	0
100-34-1930	SALE OF MAPS	0.00	21.25
100-34-1940	COMMISSIONS ON TAXES	25,000.00	3,888.12
100-34-1941	METTER TAX COLLECTIO	5,400.00	1,800.00
100-34-2100	LAW ENFORCEMENT FEES	18,000.00	5,421.00
100-34-2200	GBI DRUG ENF-SALARY	38,000.00	8,250.70
100-34-2201	SCHOOL RESOURCE OFFICER	28,000.00	3,808.00
100-34-2301	METTER INMATE	10,000.00	12,449.37
100-34-2600	AMBULANCE FEES	450,000.00	142,285.07
100-34-2601	SVC FEE AMBULANCE(TA	425,000.00	5,066.08
100-34-2602	EMS LEGAL RECOVERY OF BACK DEBT	0.00	160.12
100-34-2900	HOSPITAL DEBT SERVICE FEES	4,000.00	851.22
100-34-4131	RECYLED MATERIALS	4,000.00	2,282.30
100-34-4150	TIPPING LANDFILL FEES	80,000.00	28,212.87
100-34-4151	RESIDENTIAL LDFL USE	415,000.00	5,024.27
100-34-4152	RECYCLE CTR FEES	0.00	534.00
100-34-4153	INERT LANDFILL FEES	13,000.00	6,389.89

100-34-7202	JACK STRICKLAND RENT	6,500.00	2,125.00
100-34-7205	REC DEPT REGISTRATIO	25,000.00	9,720.00
100-34-7206	REC DEPT CONCESSIONS	10,000.00	549.08
100-34-7207	REC DEPT SPONSORS	12,000.00	1,044.80
100-34-7208	FIELD RENTAL	2,000.00	100.00
100-34-7209	REC DEPT ADMISSIONS	3,000.00	0
100-34-7210	REC DEPT TOURNAMENT	1,000.00	155.00
100-35-1110	SUPERIOR COURT FINES	4,000.00	178.75
100-35-1120	STATE COURT FINES	200,000.00	35,152.60
100-35-1130	MAGISTRATE COURT	35,000.00	10,169.00
100-35-1150	PROBATE COURT	25,000.00	7,602.80
100-35-1401	STATE/SUPERIOR CT ADD ON FEE-JAIL FUND	26,000.00	4,890.33
100-35-1402	MUNI COURT ADD ON FEE-JAIL FUND	5,000.00	5,427.24
100-35-1408	JUVE COURT ADD ON FEE	400.00	130.00
100-35-1901	PUBLIC DEFENDER FEES	1,000.00	142.00
100-36-1001	INTEREST INCOME	25,000.00	9,585.97
100-36-1002	INTEREST INCOME - LANDFILL CD	30,000.00	0
100-37-1120	HEALTH GRANT ACCG	1,500.00	750.00
100-38-9001	MISC SALE OF PIPE	15,000.00	3,316.66
100-38-9003	MISC TAX COMM FICA	6,100.00	5,949.70
100-38-9005	MISCELLANEOUS	0.00	13,923.34
100-38-9006	INSURANCE PROCEEDS	0.00	221.68
100-39-1800	FUND BALANCE USE	228,769.44	0
	<b>General Fund Revenue Total</b>	<b>7,402,697.44</b>	<b>921,337.83</b>

## Expenditures:

100-1100	LEGISLATIVE	48,650.00	17,094.42
100-1300	EXECUTIVE	201,219.77	70,312.08
100-1400	ELECTIONS & VOTER REGISTRATION	89,567.34	19,170.07
100-1510	ADMINISTRATION	394,200.83	162,419.29
100-1514	BOARD OF EQUILIZATION:	6,700.00	1,925.36
100-1535	INFORMATION TECHNOLOGY:	186,587.00	65,778.62
100-1545	TAX COMMISSIONER	241,429.31	86,853.73
100-1550	TAX ASSESSOR	234,354.63	62,364.18
100-1565	PUBLIC BUILDINGS	235,568.00	75,419.89
100-2150	SUPERIOR COURT	206,200.34	66,232.44
100-2180	CLERK OF COURT	169,568.87	58,067.34
100-2300	STATE COURT	114,245.34	37,057.26
100-2400	MAGISTRATE COURT	86,685.70	29,384.36
100-2450	PROBATE COURT	124,627.09	43,640.31
100-3300	SHERIFF	1,252,292.47	385,274.74
100-3326	DETENTION CENTER	617,216.01	224,043.40
100-3600	EMERGENCY MEDICAL SERVICES	1,058,853.55	353,035.44
100-3700	CORONER	11,893.53	4,528.22
100-3920	EMERGENCY MANAGEMENT ASSOCIATION	9,590.47	4,017.85
100-4200	ROADS & BRIDGES	961,878.83	334,103.36
100-4520	COLLECTIONS	24,065.46	7,655.12
100-4530	SOLID WASTE DISPOSAL	451,581.61	123,512.27
100-5550	FAMILY CONNECTIONS:	47,505.00	17,002.01
100-7130	AGRICULTURAL RESOURCES	85,461.83	23,549.51

100-7450	CODE ENFORCEMENT	11,033.00	3,588.32
100-7460	RECREATION DEPARTMENT	268,890.45	93,200.93
100-8000	DEBT SERVICES:	25,000.00	6,250.00
100-9000	OTHER DEPARTMENTS	260,836.00	81,321.92
	<b>General Fund Expenditure Total</b>	<b>7,425,702.43</b>	<b>2,456,802.44</b>
	<b>Fund 205 Revenue Total</b>	<b>0.00</b>	<b>0.00</b>
	<b>Fund 205 Expenditure Total</b>	<b>0.00</b>	<b>0.00</b>
Revenues:			
212-35-1406	D.A.T.E. DRUG ABUSE FINES	1,500.00	539.60
212-36-1001	INTEREST INCOME	300.00	244.43
	<b>D.A.T.E. Fund Revenue Total</b>	<b>1,800.00</b>	<b>784.03</b>
Expenditures:			
212-9000	OTHER DEPARTMENTS	1,800.00	0
	<b>D.A.T.E. Fund Expenditure Total</b>	<b>1,800.00</b>	<b>0.00</b>
Revenues:			
215-34-2500	E-911 FEES REV	170,000.00	62,104.82
215-36-1001	INTEREST INCOME	500.00	732.56
	<b>Fund 215 Revenue Total</b>	<b>170,500.00</b>	<b>62,837.38</b>
Expenditures:			
215-3800	E-911	175,000.00	46,376.03
	<b>Fund 215 Expenditure Total</b>	<b>175,000.00</b>	<b>46,376.03</b>
Revenues:			
250-33-4254	DOT GRANT - 2019 LMIG	430,000.00	0
250-33-4256	DOT GRANT - 2020 LMIG	468,389.20	0
250-36-1001	LMIG INTEREST INCOME	1,500.00	2,534.96
	<b>LMIG Revenue Total</b>	<b>899,889.20</b>	<b>2,534.96</b>
Expenditures:			
250-4200	ROADS & BRIDGES	1,029,767.29	426,319.59
	<b>LMIG Expenditure Total</b>	<b>1,029,767.29</b>	<b>426,319.59</b>
Revenues:			
270-31-1350	RAILROAD EQUIPMENT	5,000.00	2,523.73
270 31-1750	FRANCHISE TAX-TELEVI	52,000.00	25,900.65
270-31-4200	ALCOHOL BEVERAGE EXC	90,000.00	32,509.84
270-31-6200	INSURANCE PREMIUM TAX	420,000.00	460,489.28
270-32-1100	ALCOHOLIC BEVERAGE LICENSE	13,500.00	0
270-32-1200	GENERAL BUSINESS LICENSE	3,700.00	5,000.00
270-34-4110	REFUSE COLLECTION CHARGE	275,000.00	4,693.68
270-36-1001	INTEREST INCOME	3,500.00	1,411.71
	<b>Special Service District Revenue Total</b>	<b>862,700.00</b>	<b>532,528.89</b>
Expenditures:			

270-1510	ADMINISTRATION	0.00	69.73
270-4520	COLLECTIONS	350,000.00	108,177.12
270-7450	CODE ENFORCEMENT	11,058.00	0
270-9000	OTHER DEPARTMENTS	471,760.50	159,734.46
	<b>Special Service District Expenditure Total</b>	<b>832,818.50</b>	<b>267,981.31</b>
Revenues:			
285-34-2900	JAIL STORE FUND	0.00	8,834.40
285-36-1001	INTEREST INCOME	0.00	13.43
	<b>Fund 285 Revenue Total</b>	<b>0.00</b>	<b>8,847.83</b>
Expenditures:			
285-3326	DETENTION CENTER	0.00	27,216.76
	<b>Fund 285 Expenditure Total</b>	<b>0.00</b>	<b>27,216.76</b>
Revenues:			
320-36-1003	INTEREST INC 2011 SP	4,000.00	1,971.13
	<b>Fund 320 Revenue Total</b>	<b>4,000.00</b>	<b>1,971.13</b>
Expenditures:			
320-1510	ADMINISTRATION	12,000.00	0
320-1535	320-1535	22,000.00	15,036.20
320-1550	TAX ASSESSOR	7,638.61	0
320-1565	PUBLIC BUILDINGS	15,878.47	4,820.65
320-3300	SHERIFF	7,880.00	8,209.50
320-3600	EMERGENCY MEDICAL SERVICES	7,200.00	0
320-4965	RECREATIONAL DEPT:	0.00	2,160.00
320-4967	COUNTY 2011 SPLOST:	0.00	5,891.27
320-7460	RECREATION DEPARTMENT	15,000.00	16,285.00
320-8000	DEBT SERVICE:	108,625.64	0
	<b>Fund 320 Expenditure Total</b>	<b>196,222.72</b>	<b>52,402.62</b>
Revenues:			
321-31-3208	2018 SPLOST (COUNTY 56%)	616,000.00	206,680.83
321-31-3209	2018 SPLOST (Hospital 20%)	250,000.00	92,268.23
321-31-3210	2018 SPLOST (Metter 40%)	440,000.00	147,629.17
321-31-3211	2018 SPLOST (Pulaski 4%)	44,000.00	14,762.92
321-36-1005	INTEREST INC 2018 SP	6,000.00	2,843.71
321-36-1006	INTEREST INC 2018 SPLOST Hospital 20%	0.00	120.43
	<b>Fund 321 Revenue Total</b>	<b>1,356,000.00</b>	<b>464,305.29</b>
Expenditures:			
321-1535	321-1535	10,000.00	5,310.90
321-1565	PUBLIC BUILDINGS	100,000.00	0
321-3300	SHERIFF	289,935.74	7,572.69
321-3920	EMERGENCY MANAGEMENT ASSOCIATION	8,200.00	8,712.00
321-4200	ROADS & BRIDGES	65,000.00	57,279.00
321-4530	SOLID WASTE DISPOSAL	10,000.00	0
321-4963	321-4963	425,000.00	110,828.42
321-4964	321-4964	43,000.00	11,082.84

321-4968	321-4968	267,000.00	69,267.76
321-7460	RECREATION DEPARTMENT	150,000.00	0
	<b>Fund 321 Expenditure Total</b>	<b>1,368,135.74</b>	<b>270,059.61</b>
 Revenues:			
335-31-3204	TIA SPLOST	225,000.00	86,639.90
335-36-1004	INTEREST INC TIA SPL	6,000.00	3,898.77
	<b>Fund 335 Revenue Total</b>	<b>231,000.00</b>	<b>90,538.67</b>
 Expenditures:			
335-4968	2012 TIA SPLOST:	471,048.45	216,149.71
	<b>Fund 335 Expenditure Total</b>	<b>471,048.45</b>	<b>216,149.71</b>
	<b>Fund 551 Revenue Total</b>	<b>0.00</b>	<b>0.00</b>
	<b>Fund 551 Expenditure Total</b>	<b>0.00</b>	<b>0.00</b>
	<b>MAGISTRATE COURT Revenue Total</b>	<b>0.00</b>	<b>0.00</b>
	<b>MAGISTRATE COURT Expenditure Total</b>	<b>0.00</b>	<b>0.00</b>

Revenue Account Range: First to Last      Include Non-Anticipated: Yes  
 Expend Account Range: First to Last      Include Non-Budget: No  
 Print Zero YTD Activity: No                      2020 As Of: 10/31/19

	<b>FY2019</b>	<b>Hospital</b>	<b>Net Remaining</b>	<b>Metter</b>	<b>Pulaski</b>	<b>County</b>
July	\$ 110,246.13	\$ 22,049.23	\$ 88,196.90	\$ 35,278.76	\$ 3,527.88	\$ 49,390.27
August	\$ 114,954.34	\$ 22,990.87	\$ 91,963.47	\$ 36,785.39	\$ 3,678.54	\$ 51,499.54
September	\$ 109,679.12	\$ 21,935.82	\$ 87,743.30	\$ 35,097.32	\$ 3,509.73	\$ 49,136.25
October	\$ 109,731.74	\$ 21,946.35	\$ 87,785.39	\$ 35,114.16	\$ 3,511.42	\$ 49,159.82
November	\$ 119,386.08	\$ 23,877.22	\$ 95,508.86	\$ 38,203.55	\$ 3,820.35	\$ 53,484.96
December	\$ 105,842.93	\$ 21,168.59	\$ 84,674.34	\$ 33,869.74	\$ 3,386.97	\$ 47,417.63
January	\$ 106,437.84	\$ 21,287.57	\$ 85,150.27	\$ 34,060.11	\$ 3,406.01	\$ 47,684.15
February	\$ 105,878.56	\$ 21,175.71	\$ 84,702.85	\$ 33,881.14	\$ 3,388.11	\$ 47,433.59
March	\$ 99,434.97	\$ 19,886.99	\$ 79,547.98	\$ 31,819.19	\$ 3,181.92	\$ 44,546.87
April	\$ 117,339.34	\$ 23,467.87	\$ 93,871.47	\$ 37,548.59	\$ 3,754.86	\$ 52,568.02
May	\$ 112,543.87	\$ 22,508.77	\$ 90,035.10	\$ 36,014.04	\$ 3,601.40	\$ 50,419.65
June	\$ 113,404.60	\$ 22,680.92	\$ 90,723.68	\$ 36,289.47	\$ 3,628.95	\$ 50,805.26
<b>Totals</b>	<b>\$ 1,324,879.52</b>	<b>\$ 264,975.90</b>	<b>\$ 1,059,903.62</b>	<b>\$ 423,961.45</b>	<b>\$ 42,396.14</b>	<b>\$ 593,546.02</b>

\$ 1,333,333.00  
99.37%

	<b>FY2020</b>	<b>Hospital</b>	<b>Net Remaining</b>	<b>Metter</b>	<b>Pulaski</b>	<b>County</b>
July	\$ 114,653.18	\$ 22,930.64	\$ 91,722.54	\$ 36,689.02	\$ 3,668.90	\$ 51,364.62
August	\$ 119,730.47	\$ 23,946.09	\$ 95,784.38	\$ 38,313.75	\$ 3,831.38	\$ 53,639.25
September	\$ 111,955.15	\$ 22,391.03	\$ 89,564.12	\$ 35,825.65	\$ 3,582.56	\$ 50,155.91
October	\$ 115,002.35	\$ 23,000.47	\$ 92,001.88	\$ 36,800.75	\$ 3,680.08	\$ 51,521.05
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
January	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
February	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
March	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 461,341.15</b>	<b>\$ 92,268.23</b>	<b>\$ 369,072.92</b>	<b>\$ 147,629.17</b>	<b>\$ 14,762.92</b>	<b>\$ 206,680.84</b>



**Candler County Board of Commissioners**  
**2018 SPLOST Budget Expenditures**  
**October 2019**

		Actual YTD	% of Total
<b>Projected Revenue</b>	\$ 1,333,333.00		
<b>Disbursements:</b>			
2018 SPLOST Metter 40%	321-4963-57-1094 \$ 425,000.00	\$ 110,828.42	26%
2018 SPLOST Pulaski 4%	321-4964-57-1094 \$ 43,000.00	\$ 11,082.84	26%
2018 SPLOST Hospital 20%	321-4968-57-1094 \$ 267,000.00	\$ 69,267.76	26%
	<u>\$ 735,000.00</u>	<u>\$ 191,179.02</u>	26%
<b>Net to County</b>	\$ 598,333.00	\$ 155,159.78	26%
<b>Current Balance</b>	\$ 301,123.53		
<b>Total Available (estimated)</b>	\$ 899,456.53	<u>\$ 540,714.30</u>	Bank Balance 10/29/2019
<b>Committed Projects:</b>			
County Radio System	321-3300-54-2400 \$ 158,700.26		Due 9/30/20:
FY2020 Radio System Upgrade	321-3300-54-2400 \$ 12,000.00		
Code Red/Tango Tango	321-3920-54-3000 \$ 8,200.00	\$ 8,712.00	
2019 TAHOE - Sheriff	321-3300-54-2200 \$ 55,000.00	\$ 53,337.21	Split FY2019 & FY2020
	<u>\$ 233,900.26</u>	<u>\$ 62,049.21</u>	
<b>Proposed Projects:</b>			
Roads service truck Crew cab	321-4200-54-2200 \$ 65,000.00	\$ 57,279.00	
Landfill Water Trailer	321-4530-54-2100 \$ 10,000.00		
Rec Dept Lighting (LWCF)	321-7460-54-1200 \$ 150,000.00		
Reno Adult Ed/Old Health	321-1565-54-1300 \$ 100,000.00		
Sheriff Vehicles	321-3300-54-2200 \$ 110,000.00		
IT-Data Center	321-1535-54-2400 \$ 10,000.00	\$ 5,310.90	
	<u>\$ 445,000.00</u>	<u>\$ 62,589.90</u>	
		<u>\$ 124,639.11</u>	YTD Expended
<b>Total Projects:</b>	<u>\$ 678,900.26</u>		
<b>Net Available (Estimated)</b>	<u>\$ 220,556.27</u>		

Candler County Board of Commissioners  
2011 SPLOST Budget Expenditures  
October 2019

Balance

\$	312,164.81	10/29/2019
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		Remaining	Spent	
IT Windows Upgrade	320-1535-54-2401	\$ 10,113.48	\$ 11,886.52	
Courthouse	320-1565-54-1301	\$ 13,089.47	\$ 3,654.89	Completed exterio
Commissioner Vehicle		\$ -		Moved from Admi
Sheriff Vehicle	320-3300-54-2201	\$ -		Paid
Motorgraders - 11/19 Pmt	320-8000-58-1301	\$ 108,627.00		
Motorgraders - 11/20 Pmt		\$ 108,628.00		
Tax Assessor Aerial Maps	320-1550-54-3001	\$ -	\$ 5,891.27	Paid
Rec Department Girls Bathrooms		\$ -		Paid
Irrigation Fields 5 & 6	320-7460-54-1201	\$ -	\$ 12,800.00	Paid
D6N Bulldozer Repair		\$ -		Paid
EMS Stryker Chairs	320-3600-54-2101	\$ 7,200.00		
Sheriff's Office LED Lights	320-3300-54-1301	\$ -	\$ 5,600.00	Paid
Codification of Ordinances	320-1510-54-3001	\$ 12,000.00		Moved from Admi
Miscellaneous Items		\$ -		Paid
IT Capital Expense		\$ -		Paid
Tax Assessor/GIS Aerial	320-1550-54-3001	\$ -	\$ 3,080.00	Paid
Data Center		\$ -		Paid
<b>Approved 6/17/2019</b>				
Office Furniture	320-1565-54-2301	\$ -	\$ 2,000.00	Paid
IT Expenditures - Capital		\$ -		Paid
GIS - TA Aerial		\$ -		Paid
IT - Data Center -Total Technology		\$ -		Paid
SO - Siren Controller		\$ -		Paid
SO - LED Lights	320-3300-54-1301	\$ -		Paid
4 Tables _ Chairs	320-1565-54-2301	\$ -		Paid
Recycling Center heater		\$ -		Paid
<b>Approved 10/7/2019</b>				
Rec Department - Softball Fields	320-4965-54.1200	\$ -	\$ 2,160.00	Paid
<b>Metter Fire - Approved 9/23/2019</b>				
Thermal Imaging Camera		\$ 7,500.00		
Hydraulic Tools		\$ 15,000.00		
Training props	Denied			\$ 12,500.00
Brush Truck #2	**Pmt not due until October 2020	\$ 4,780.00		
Fire Engine 3	Denied			\$ 20,000.00
		<u>\$ 286,937.95</u>		
Net		<u>\$ 25,226.86</u>		

## Exhibit C

**Christmas Bonuses**

The Candler County Board of Commissioners each year may, at its discretion, elect during the holiday season to provide employees of the County with a supplemental bonus to their normal wages and salaries. Christmas bonuses serve to provide a means for the Board to show its appreciation to county employees for their hard work and dedication to service throughout the preceding year. Each year it shall be the Board's prerogative as to whether or not Christmas bonuses shall be granted, upon taking into consideration such factors as the financial position of the County at that time, among others.

In order to promote equity in the distribution of Christmas bonuses, the following standards shall be utilized:

- Those persons presently employed (whether full-time or part-time) by the County, as well as all new employees (full-time and part-time) beginning work by May 1 of the calendar year, shall be eligible to receive the full amount of the Christmas bonus deemed appropriate by the Board for that year.
- Those employees who begin work between May 1 and October 1 of the calendar year shall be eligible to receive one-half (50 percent) of the full amount of the Christmas bonus deemed appropriate for that calendar year.
- Employees beginning work between October 1 and December 1 of the calendar year shall be eligible to receive one-fourth (25 percent) of the full amount of the Christmas bonus deemed appropriate for the calendar year.
- Those employees who begin work after December 1 of the calendar year shall not be eligible for the Christmas bonus for that calendar year, but instead would become eligible during the following calendar year.
- Part-time employees shall be eligible for 50% of the bonus as described above.

## Exhibit D

REQUEST FOR QUALIFICATIONS/PROPOSALS  
CANDLER COUNTY

Candler County, a political subdivision of the State of Georgia, acting by and through its duly authorized Board of Commissioners, (hereinafter referred to as "the County") is soliciting qualifications for a Construction Manager/General Contractor, to perform in the construction delivery method to assist in the design and renovation of office spaces.

The RFQ/RFP, specifying all details and bid requirements, is available at the County office or on the County website at <http://metter-candlercounty.com>.

Proposals must be in writing and delivered to the offices of the Candler County Board of Commissioners on or before 5:00 PM, October 30, 2019.

Address for submission:

Candler County  
Attn: Request for Qualifications/Proposals –  
CM/GC County Office Space  
1075 East Hiawatha Street, Suite A  
Metter, GA 30439

The applicant's proposal in response to this request must be submitted in a sealed and clearly marked envelope to the office of the Commissioners. The submission should include two copies with one marked original with the original signatures of the individual(s) legally authorized to bind the offer.

The County reserves the right to reject any or all proposals, rebid the proposal or award in whole or part any contract for services in the best interest of the citizens of Candler County.

The County will accept inquiries in writing or by e-mail from any and all interested parties. Inquiries should be addressed to:

Bryan Aasheim, County Administrator  
1075 E Hiawatha St, Suite A  
Metter GA 30439  
[baasheim@candlerco-ga.gov](mailto:baasheim@candlerco-ga.gov)

The Candler County Board of Commissioners reserves the right to revise the Request for qualifications at any time prior to award. If at any time revisions are required, revisions will be posted to the Candler County website at [www.metter-candlercounty.com](http://www.metter-candlercounty.com). Bidders are responsible for the content of any changes or addenda to the request for qualifications so posted.

## 1. Introduction

Candler County, Georgia ("owner") is soliciting qualifications for a Construction Manager/General Contractor (at risk) to provide design and consultation services during the design phase, and general contractor/contractor services during the construction phases of a project to renovate county office buildings located at:

35 W Broad St, Metter GA 30439, Candler County Courthouse  
 428 N Rountree St, Metter GA 30439, County Annex II  
 25 Daniel St, Metter GA, 30439, Adult Education Center

This Request for Qualifications/Proposals (RFQ/RFP) seeks to identify the most qualified potential providers of the above-mentioned services.

## 2. Submission of Qualifications

The vendor's qualifications should be prepared simply and economically and should provide all the information it considers pertinent to its qualifications for the Specifications listed herein. Emphasis should be placed on completeness of services offered and clarity of content.

The statement of qualifications must include the following:

- a) **Basic Company Information:** Company Name, Address, Name of Primary Contact, Telephone number, email address and website (if available)
- b) **Historical information:** Has the company been involved in litigation in the past 5 years? Has the firm ever defaulted on a contract, been removed from a contract, or failed to complete a contract as assigned?
- c) **Statement of minimum qualifications:**
  - a. Certify that your firm has sufficient bonding capacity for the anticipated total cost.
  - b. Certify that your firm has Commercial General Liability Insurance and Workman's Compensation insurance sufficient as described and for the size and scope of the project.
  - c. Certify your firm has all necessary, valid licenses to do business in the State of Georgia; Provide a valid copy of your Georgia General Contractor License and a Georgia Certificate of Existence or Certificate of Authority demonstrating the firm has registered with the Georgia Secretary of State.
- d) **Experience and Qualifications:** Provide professional qualifications and description of experience
- e) **Statement of Suitability:** Provide any information that may serve to differentiate the firm from other firms in suitability for the project. Describe any non-discrimination policies and any programs for addressing public safety, social, environmental, and accessibility for persons with disabilities and special needs, or other related concerns.
- f) **Provide a W-9**
- g) **Provide an E-Verify Affidavit**

## 3. Submission of Proposals

The project proposal from each firm for services rendered during the design and construction phase of

the project as the Construction Manager/General Contractor should be submitted in the form of a percentage of total cost of the project (% of total project costs). Firms are encouraged to provide proposals including minimum and/or maximum proposed fees to be charged as related to the estimated project budget.

**Qualifications and proposals must be submitted no later than 5:00 PM, October 30, 2019, directly to the Commissioner's Office at the following address:**

**Candler County  
Attn: Request for Qualifications – CM/GC County office Space  
1075 East Hiawatha Street, Suite A  
Metter, GA 30439**

#### 4. General Project Background

The owner currently occupies space located at the three identified locations. These locations will need to be modified via a combination of physical construction and installation of commercial office space solutions in order to provide optimal use of the space.

##### a) Project Description

The scope of services for this contract will be broken down into multiple phases. Phase I of the project will be preconstruction services during the planning phase. The construction manager will provide cost estimates and feasibility reviews for options presented by various occupants/design personnel during the design phase.

Phase II of the project will be the construction phase where the selected Construction Manager will serve as the General Contractor. Prior to the commencement of construction, the CM shall propose a Guaranteed Maximum Price to complete the project. The CM will be responsible for all coordination, construction means and methods, and Quality Control necessary to complete the project in accordance with the approved plans and pricing.

Project plans and timing are subject to change at the discretion of the owner based on the availability of funds and operational needs. Phases may be changed, modified or omitted at the owner's discretion. Current project plans are as follows:

- Phase I – design, renovation and construction of facilities located at 25 Daniel St, to provide office space meeting the requirements and needs of the Tax Commissioner's Office, Tax Assessor's Office, and space for an additional occupant located on the West side of the building.
- Phase II – design, renovation and construction of facilities located at 428 N Rountree St in the offices currently occupied by the Sunshine House.
- Phase III – design, renovation and construction of facilities located at 35 W Broad St, the Candler County Courthouse

- b) **Project Budget:** The preliminary combined project budget for Phase I and Phase II of the project is \$100,000. Phase III does not have a preliminary project budget allocation. The budgets may be revised by the owner due to project requirements, funding availability or other circumstances. The total project budget for all phases is not anticipated to exceed \$200,000.

c) **Details:**

- a. Owner will generally follow the requirements of Georgia Code Title 36 Chapter 91 and the Candler County Purchasing Policies and Procedures;
- b. All proposals will be firm for 90 days from the date of submission. No proposal may be withdrawn during this 90-day period;
- c. The owner reserves the right to reject any or all proposals, rebid the proposal or award in whole or in part any contract for services;
- d. Owner reserves the right to award the contract in the best interest of the citizens of Candler County, Georgia;
- e. Owner reserves the right to waive any informality or technicality in the proposal;
- f. Bidders are responsible for the content of any addenda posted to the owner website at [www.metter-candlercounty.com](http://www.metter-candlercounty.com) and including a statement of acknowledgement of any addenda with the submitted proposal.

- d) **Site Inspection:** Firms may schedule site inspections prior to submission of qualifications and proposals by contacting:

Bryan Aasheim, County Administrator  
 1075 E Hiawatha St, Suite A  
 Metter GA 30439  
 912-685-2835  
[baasheim@candlerco-ga.gov](mailto:baasheim@candlerco-ga.gov)

5. **Selection Process**

The procurement of services for this project relies on the qualifications of the firm and its principals, and these factors are central to the services performed. Proposals for cost will be considered as an additional factor in the selection of the firm; however, cost will not be the sole factor evaluated in the selection.

**Minimum Qualifications Required**

- The firm or its principals are not currently ineligible, debarred, suspended, or otherwise excluded from bidding or contracting by any state or federal agency, department or authority.
- The firm or its principals have not been terminated for cause or currently in default on any public works contract.
- The firm must have current Commercial General Liability Insurance coverage with minimum limits of \$1,000,000 per occurrence and \$2,000,000 general aggregate for premises and operations coverage.
- The firm must have sufficient bonding capacity for the anticipated total cost of work, up to \$200,000.
- The firm must have all necessary, valid and current licenses to do business in the State of Georgia

**Criteria for Evaluation of Statement of Qualifications**

- **Stability** of the firm, including the firm's history, resources, rate of success on project deliverables, etc.
- Firm's relevant project **experience and qualifications**, including the demonstrated ability of firm in effective management of construction of facilities comparable in complexity, size and function.
- Firm's **suitability** to provide services for the project, including the firm's apparent fit to the project type and/or needs of the owner, any unique qualifications for the project, current and projected workloads, the proximity of office to the project location, non-discrimination policies, etc.





Candler County Board of Commissioners  
 1075 E Hiawatha St, Suite A  
 Metter GA 30439  
 (912) 685-2835

**BID TABULATION**  
 CM/GC for construction on county buildings

No.	Item No	Item Description	Qty	% Bid	Total	% Bid	Total
1		Construction Manager / General Contractor services for renovation at 428 S Rountree St and 25 Daniel St. **		12%	\$ 12,000.00	29%	\$ 29,000.00
2		Construction Manager / General Contractor services for renovation project at the Candler County Courthouse					
		**Pre Construction Fee		3%			
		**Construction Fee		9%			
		Liability Insurance		X	\$ 1,000,000	X	\$ 1,000,000
		Aggregate		X	\$ 2,000,000	X	\$ 2,000,000
		Secretary of State		X		X	
		W-9		X		X	
		Bonding Statement		X		X	
		Contractor Affidavit		X		X	
<b>Total Bid:</b>				12%	\$ 12,000.00	29%	\$ 29,000.00
						16.70%	\$ 16,700.00

BAK Builders, LLC  
 450 Mathews Rd  
 Statesboro, GA 30458  
 912 489 2348

WBM Construction, Inc.  
 2423 Sugar Rd  
 Metter GA 30439  
 912-685-3949

Lynn Construction Contracting, Inc.  
 PO Box 564  
 Claxton GA 30417  
 912-739-3483

\*\*Bid requires a minimum spend of \$170,000 or will require renegotiation per bidder

## Exhibit E



## Installation and Shredding Service Agreement

per Estimate Number: 378

TO: **Candler County - Board of Commissioners**  
 attn: Stacey Stanbro  
 1075 E Hiawatha St  
 Metter, GA 30439

UltraShred Technologies, Inc. is pleased to agree to provide the following Secure Destruction services to Candler County - Board of Commissioners, hereafter CUSTOMER, for Scheduled Shredding Services pursuant to the Terms and Conditions in this agreement. Based on our conversations which were reflected in Estimate # 378, UltraShred Technologies, Inc. will provide shredding for an Initial Term of 24 months, effective the date of execution of this agreement, at the

**Location:** Candler County - Board of  
 1075 E Hiawatha St  
 Metter, GA 30439

**Description:** No Consoles, 2 64 Gallon Bins

**every 4 Weeks**

**Bins Shred ON-SITE**

**Amount per Shredding Visit: \$70.00**

Prices per location include appropriate service for all containers. Small quantities of extra boxes or other shredding can be destroyed during your regular service call for \$10 for each extra standard size records box shredded at time of service, \$15 for each extra double size box, \$25.00 for each extra 64 gallon bin of loose papers filled and shredded or \$49.00 for each extra 96 gallon bin. Loose computer hard drives can be destroyed for per drive.

If needed, extra off-schedule shredding service can always be arranged by calling UltraShred Technologies, Inc. at (904) 928-0200.

This agreement is subject to the Terms and Conditions incorporated herein. To schedule delivery of your shredding collection containers and start your recurring shredding services from UltraShred Technologies, Inc., please sign below and return the signed copy to: [info@ultrashredtech.com](mailto:info@ultrashredtech.com).

**PLEASE NOTE:** A Certificate of Destruction will be issued after every project. While we always attempt to provide the preferred service method, sometimes weather or other conditions require a temporary change in shredding method. Billing is per Service Call, and you will be emailed an invoice after each shredding trip unless you choose to keep a credit card on file with us. Terms are NET 30 days. In the event this matter is referred to an attorney for collection, you agree to pay a reasonable attorneys fee of 33 1/3%. Complete Terms and Conditions are below:

### Terms and Conditions

**Applicability.** This Agreement shall serve as the only mutually approved provisions governing the relationship and expectations of and between UltraShred Technologies, Inc. (Company) and the Customer represented and bound hereby, unless superseded by another fully executed, written contract between all parties hereto. **Description of Services.** Company will provide services for the secure destruction of media or materials that are reasonably in accordance with Company's written and published representations ("Services"). Company will furnish a Certificate of Destruction upon

completion of such Services to Customer. **Security Containers.** Company will provide the Customer with locking document collection containers as described herein. Said containers shall remain the property of Company and may only be used for collection of paper documents to be shredded by Company. Non-paper media such as x-rays, computer disks, hard drives, or tapes may not be placed for destruction in document collection containers and additional fees may be imposed for bins of paper contaminated with such materials. Containers will be removed by Company upon termination of this agreement. Fees will be assessed up to \$95 per container for damage beyond normal and reasonable wear and tear from normal use and/or failure of the Customer to return the container(s) to the Company within thirty (30) days of the termination of this Agreement. Containers returned that are missing keys and/or locks will incur additional fees of up to \$25 per missing or damaged item. In the event Customer defaults in the payments, or Company cancels this contract for non-payment, Customer will be responsible for a liquidated sum of \$190 per container that you retain. **Right to Rely on Instructions.** Company may act in reliance upon any instruction, instrument, or signature reasonably believed by Company to be genuine, and may assume that any of Customer's employees or any employee of Customer's affiliates or subsidiaries giving any written or verbal notice, request, or instruction has the authority to do so. **Compliance with Contracts, Laws and Regulations.** Customer shall be responsible for, and warrant compliance with, all contractual restrictions and all applicable laws, rules and regulations, including but not limited to environmental laws and contractual restrictions and laws governing the confidentiality, retention and disposition of information contained in any materials delivered to Company. Customer shall hold Company harmless in the event of any breach or violation of said laws, rules, or contractual restrictions. **Cooperation and Assistance.** Customer shall cooperate with Company with regard to the performance of the Services, subject to normal security requirements and in a manner that is not unnecessarily disruptive to Customer's business operations, by providing to Company such information, data, access to premises, management decisions and approvals as may be reasonable to permit Company to perform the Services hereunder. **Hazardous Substances.** Customer shall NOT provide to Company for destruction any material which is considered toxic or dangerous either in shredded state or intact, or which is regulated under any federal, state, or local law or regulation relating to hazardous materials. In the event of the accidental, negligent, or intentional custodial transfer of hazardous or regulated waste, including bio-hazard and devices containing lithium-ion batteries, Customer agrees to arrange to appropriately, safely and legally assume custody of such hazardous materials at Customer's expense and further to indemnify the Company for any property damage, personal injury, or cleanup expenses resulting from such provision of hazardous substances for destruction. **Material Descriptions.** Itemized lists or descriptions of contents of materials submitted by the Customer to the Company shall be generally considered for recordkeeping, reconciliation, and reference purposes only, and are not considered proof that said documents contained on such lists and descriptions are in fact contained in the materials accepted. Company will make provision for validation of such document contents in advance and under special pre-agreed terms and fees at the request of the Customer. **Negotiable Items.** Customer agrees to make Company aware in writing and in advance of any instance in which negotiable instruments, including but not limited to checks, bearer bonds, travelers' checks, or coupons will be presented for destruction, and further, that in absence of such notice, Company incurs no liability related to the restitution for the value of such negotiation such instruments. **Fees and Payments.** All standard charges for Services under this Agreement are as represented in writing by this agreement or as agreed separately in writing by Company and Customer and are for all Security Containers which may be placed with Customer, regardless of fill levels or Company access to said containers. Invoices shall be due and payable within thirty (30) days from receipt of the applicable invoice. Amounts due and not paid within thirty (30) days after Customer's receipt of the invoice shall bear interest at the rate of the greater of \$10 or 10 percent (10%). In the event this matter is referred to an attorney for collection, Customer agrees to pay a reasonable attorneys fee of 33 1/3%. An Energy Fee of nine and six tenths percent (9.6%) will be added to all invoices. **Confidentiality.** "Confidential Information" means any information relating to Customer's property, business and affairs. Unless such Confidential Information was previously known to Company free of any obligation to keep it confidential, is subsequently made public by Customer or by a third party having a legal right to make such disclosure, or was known to Company prior to receipt of same from Customer, it shall be held in confidence by Company and shall be used only for the purposes provided in this Agreement. Company shall use the same degree of care to safeguard Customer's Confidential Information as it uses to safeguard its own. However, Company may comply with any subpoena or similar order related to materials delivered to Company. **HIPAA Provisions.** Company acknowledges that in connection with this engagement with Customer it may have access to protected health information ("PHI") and therefore may be acting as a "Business Associate" (BA) under the HIPAA Privacy and Security Rules as amended by the HITECH Act of the American Recovery and Reinvestment Act of 2009. In connection with this information, BA agrees that it (a) will not use or further disclose PHI other than as permitted to perform these services or as permitted or required by law; (b) will report to Customer, within a reasonable period of time, any use or disclosure of PHI or Breach or Security Incident not provided for by this Agreement and affecting Customer's PHI of which it becomes aware; (c) will use appropriate safeguards to prevent use or disclosure of PHI other than as permitted by this Agreement; (d) will require that all of its subcontractors and agents to which it provides PHI pursuant to the terms of this Agreement agree to all of the same restrictions and conditions to which BA is bound; (e) will make available upon Customer's request an accounting of disclosures in accordance with the Privacy Rule; (f) will make available to the Secretary of Health and Human Services upon reasonable notice the internal records and documentation necessary to determine the Customer's HIPAA compliance as it relates to this engagement; (g) will otherwise meet applicable requirements of the Privacy Rule; (h) will implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the PHI that it receives on behalf of the Customer. BA also will conduct its activities in accordance with reasonable policies and procedures to detect, prevent and mitigate the risk of identity theft where reasonably applicable to BA's services. **Presentation of Claims.** Customer must present in writing any claim with respect to any Service provided by Company within a reasonable time and in no case later than sixty (60) days after the occurrence of the event on which the claim is based. **Limitation of Liability.** Company shall not be responsible or liable in any manner whatsoever for the release or loss of any materials deposited in bins or otherwise delivered to it for secure destruction unless the release or loss is due to Company's negligence or willful misconduct. Documents designated for destruction are not the responsibility of Company until a Company Employee takes physical custody of the materials in preparation for shredding. Customer accepts full responsibility for the security of collection containers, contents until removed by Company, and keys to supplied containers. Company's maximum liability for any and all claims arising with respect to Services provided under this Agreement shall not exceed the aggregate amounts paid by Customer with respect to Services provided at the particular Customer location during the six (6) months preceding the event which gives rise to a claim. In no event shall Company be liable for any consequential, incidental, special or punitive damages, regardless of whether the action is brought in tort, contract or any other theory. **Ownership Warranty.** Customer warrants that it is the owner, legal custodian or otherwise has the right to deliver for destruction any and all materials Customer provides Company hereunder. Customer shall reimburse Company for any expenses reasonably incurred by Company (including reasonable legal fees) by reason of Company complying with its obligations under this Agreement to destroy such materials in the event of a dispute concerning the destruction of the materials provided by Customer to Company. **Binding Nature and Assignment.** This Agreement shall be binding on the parties and their respective successors and assigns. **Termination.** Either party

may terminate this agreement by giving the other party at least 60 days' written notice. Early termination by the Customer without cause will result in an early termination fee of \$125. Term/Renewal. The initial term of this agreement shall be for the term marked on the front of this agreement (the "Initial Term") commencing on the installation date. At the expiration of the Initial Term, this agreement will automatically renew for successive one (1) year periods (each a "Renewal Term" and collectively with the Initial Term the "Term") unless a party provides the other parties with notice of its intent not to renew this agreement at least sixty (60) days prior to the expiration of the then current term. Beginning with the first Renewal Term and on each succeeding Renewal Term during the course of this Agreement, the then-current price for shredding services shall be increased by an annual percentage increase of Three and one half Percent (3.5%). Price increases shall be effective for all new service provided after the applicable anniversary. Force Majeure. Each party shall be excused from any delay or failure in performance under this Agreement for any period if and to the extent that such delay or failure is caused by acts of God, governmental actions, labor unrest, riots, unusual traffic delays, failure of a positioning system or wireless or power network or the Internet, or other causes beyond its control. Relationship of Parties. Company is acting as an independent contractor hereunder and has the sole right and obligation to supervise, manage, contract, direct, procure, perform, or cause to be performed all work to be performed by Company under this Agreement. Invalidity. Neither this agreement nor any provision herein may be waived, amended, modified, canceled, terminated or otherwise changed or discharged by Customer. If any provision of this agreement is held void or unenforceable, it shall not affect the enforceability of any other term or condition in this agreement, and shall not void any liability of any party to this agreement. Waiver of Breach No breach of this agreement shall be deemed material unless the party alleging such a breach shall have given written notice of said breach to the other party, via certified mail, return receipt requested, and such other party fails to cure such breach within thirty (30) days, after receipt of said notice. Waiver of a breach of any provision of this agreement shall not be deemed or construed to be a waiver of any subsequent breach. Governance. This agreement shall be construed in accordance with the Laws of the State of Florida and you hereby consent that any litigation shall be brought solely and exclusively in the District or Supreme Courts of Duval County, Florida, in the United States of America.



UltraShred Technologies, Inc. is AAA Certified by NAID, the National Association for Information Destruction. All shredding and destruction performed by UltraShred Technologies, Inc. is in full compliance with NAID AAA Certification standards unless otherwise noted.

**Agreed on this date of October 25, 2019**

Please Sign Here

**Margaret Meier, CSDS**

President

UltraShred Technologies, Inc.

Signature \_\_\_\_\_

Print Name Bryan Ashheim

for Candler County Board of Commissioners

**CANDLER COUNTY BOARD OF COMMISSIONERS**

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AGENDA ITEM: County Administrator's Report

DATE: November 4, 2019

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- 1) **Action Item – RV Park / Campground Ordinance**
  - Requesting guidance on enforcement of the EMS fees as described in the RV Park/Campground ordinance for the 2019 Tax year
- 2) **Action Item – Courthouse Holiday Decorations**
  - Requesting guidance on purchase of additional holiday decorations for the Courthouse park (see attached information regarding costs)
- 3) **Pineland Telephone**

*SO Transmission Repair - O'Richy's Invoice -*

  - We are working with Pineland to consolidate bills and reduce expense
  - We should receive consolidated bills in November
  - Moved security system from gym to the concession stand (alarm & camera)
- 4) **Edmunds – MyTown App**
  - Edmunds offers a downloadable app that allows local government to communicate with residents to sign up for the service;
  - The required application update was installed on our system on 10/29/2019;
  - There was no cost for the app or upgrade;
  - We will test the system and gather information on whether it is something that would be valuable for communication
- 5) **Recreation Department – Walking Trail**
  - The Rotary club participated in a walking trail cleanup on 10/25/19
- 6) **FY 2019 LMIG Safety Action Plan –**
  - We have received the funds (\$136,409.08) from DOT and submitted the final roads list for the speed limits study as well.
  - After consulting with EMC we will let this project in conjunction with FY2020 LMIG project to reduce costs.
- 7) **2020 TIA (Band 3) – St. Matthew's Church Rd –**
  - I have notified Neil Dubberly that the current estimated cost for the project is \$1,252,646. This includes: \$150,000 for engineering, \$300,000 for right-of-way acquisition, and \$802,646 for paving costs.
  - It has also been determined that the County can use LMIG funds to support this project, but it can not be used for right-of-way acquisition.
  - Continue to work on ROW acquisition
- 8) **2020 TIA (Band 3) – Eden Church Rd –**

## CANDLER COUNTY BOARD OF COMMISSIONERS

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- EMC is completing application for local administration for submission to GDOT
  - Application is complete and submitted to GDOT
- 9) **Canoochce Rd Repair** – Project is complete.
- We are waiting on the application for final payment.
- 10) **FY2019 LMIG - Stillmore Highway** –
- Project is complete and ready for punch list review;
  - Hwy 46 decorative driveway still needs to be cleaned, EMC is aware and working on it with vendor;
  - Outstanding pay requests:                   \$102,918.55 (TIA Funds)
  - Project Expense vs. Budget:               \$575,956.30 - \$608,800 = \$32,843.70 under budget
- 11) **FY2020 LMIG** – Projects selected were MacWac Rd and Covey Rd.
- Application for funding has been submitted to GDOT
- 12) **TSPLOST2** –
- Projects were selected on 9/27/19.
  - EMC is working on inputting projects into the HOGARC web portal
  - Deadline is 10/31/2019
  - Current local projects estimated to be \$293,680 over budget
- 13) **Courthouse Interior** –
- I have reached out to GA Dept. of Corrections to see if they can help with replacement of courtroom auditorium seating; I have not had a response yet.
- 14) **Poly Carts** –
- **Tax Bill Inserts** – Tax bill inserts are prepared to go out and have been sent to the vendor.
  - **Reflective Decals** – Additionally, I have requested pricing on reflective, serial number, decals to be placed on poly carts. The cost for this would be roughly \$9,000. The concept would be that we would inventory the existing carts, place a serial numbered decal on them, and use the serial numbers to track poly carts, replacements, etc. We would need additional staff hours to perform this task which would add additional expense to the project.
- 15) **County Space Issues** –
- RFP for a construction manager was advertised. Date for proposals to be submitted is 10/30/2019
  - Southeastern Tech has agreed to utilize the free space in the Adult Education building; this should reduce expense to the County
- 16) **Roads Department Service Truck** –
- We took possession of truck on 10/28/2019

## CANDLER COUNTY BOARD OF COMMISSIONERS

### Hospital Authority

**Loan Information:**

Balance:	\$2,059,483.92	
Payment:	\$35,076.30	
Rate:	5.5%	↓ .25%
20% SPLOST funds for Hospital:	\$46,454.41	
1 Mill tax levy for Hospital:	\$68,138.88	

**Financial Summary:**

	<u>September, 2019</u>	<u>August, 2019</u>
Cash & Equivalents	318,017	231,447
Net Patient Receivables	1,806,296	1,944,941
Accounts Payable – Trade	4,511,305	4,541,048
Total Current Liabilities	6,644,412	6,765,892
Long Term Debt	4,013,613	4,042,483
Fund Balance	(5,125,548)	
		<u>Year to Date</u>
Net Income (Loss) From Operations	(37,374)	(954,033)
EBIDTA	27,717	(323,730)
Non-Operating Income (HEART, etc.)	63,066	1,327,243
Excess Revenue over Expenses	27,220	374,249

**Quote:**

October 25, 2019

Page 1 of 1

RE: Christmas Tree frame

Dear Mrs. Victoria Gaitten,

We would first like to thank you for allowing *Candler Machine* the opportunity to quote the project mentioned above.

**Job Scope:**

Furnish all materials, and labor required to perform the following:

-Fabricate and paint (green) one metal Christmas Tree frame at a size of 8' tall x 5' wide. The frame shall be able to be disassembled to aid in storage.

Total estimated cost \$560.00

**Key Notes:**

- This job is quoted to be done on straight time only and does not include any overtime work.
- This quote shall be honored for a maximum of 30 days from the above date.
- Any deviations from the above described scope may result in additional charges or credits.
- A purchase order must be issued before the start of any work or material ordered and all invoices shall be paid in full no later than 30 days from receipt.
- Thank you again for allowing us this opportunity. It is our privilege to work with you on this project as well as any future projects. If I can be of any assistance feel free to contact me at (478) 494-0872.

Sincerely,

Jimmy W. Braddy  
President  
*Candler Machine*



**Bryan Aasheim**

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**From:** Metter Candler Chamber of Commerce <metterchamber@gmail.com>  
**Sent:** Friday, October 25, 2019 2:25 PM  
**To:** Bryan Aasheim  
**Subject:** Court House Christmas  
**Attachments:** Christmas Tree frame.docx  
  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Commercial String Lights, \$23 Each  
5 for trunks  
20 hanging from trees  
4 columns  
=\$667

6 Garland @ \$6.99 each (benches & over top of historical signs)

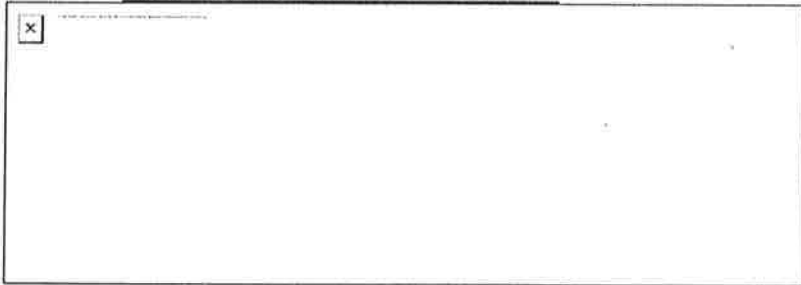
8 ft tree- \$560  
15 ft tree- \$1,600

Depending on what size tree we go with, we will also have to purchase lights for it, and if we want the lights to go from the top of the Court House to the top of the tree...

attached Jimmy's quote for the 8ft

**Victoria Gaitten**

Executive Director, Metter-Candler Chamber of Commerce  
P: (912)685-2159 F: (912)685-2108  
Website: [EverythingBetterinMetter.com](http://EverythingBetterinMetter.com)  
Facebook: Metter-Candler Chamber of Commerce



*The Metter-Candler Chamber serves as the voice of business in Metter-Candler County and supports the growth of business and industry in the area through a variety of programs and events. Become a member! Being a member means you also play a role in marketing the county and its businesses, improving workforce development and education, leadership development and government affairs.*



Virus-free. [www.avast.com](http://www.avast.com)

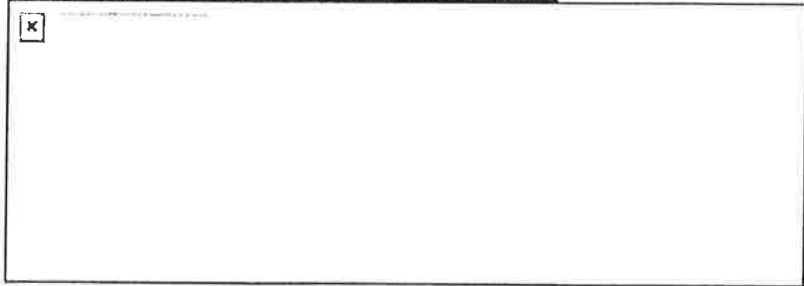
**Bryan Aasheim**

**From:** Metter Candler Chamber of Commerce <metterchamber@gmail.com>  
**Sent:** Friday, October 25, 2019 2:39 PM  
**To:** Bryan Aasheim  
**Subject:** Re: Court House Christmas



**Victoria Gaitten**

**Executive Director, Metter-Candler Chamber of Commerce**  
**P: (912)685-2159 F: (912)685-2108**  
**Website: [EverythingBetterinMetter.com](http://EverythingBetterinMetter.com)**  
**Facebook: [Metter-Candler Chamber of Commerce](https://www.facebook.com/Metter-Candler-Chamber-of-Commerce)**



*The Metter-Candler Chamber serves as the voice of business in Metter-Candler County and supports the growth of business and industry in the area through a variety of programs and events. Become a member! Being a member means you also play a role in marketing the county and its businesses, improving workforce development and education, leadership development and government affairs.*

Project Status Report  
(tasks over 40 hrs)  
10/29/2019

Home Priority	Project Type	Project	Description	Resources	Status	Target Date	Division	Budget	Actual Cost FYD	Source	Notes
		County Space Issue	Move Tax Assessor's Office and Tax Commissioner's Office from Courthouse to 25 Daniel St.	Bryan Aasheim	5%	12/31/19	Public Buildings	\$ 100,000.00		2018 SPLOST	*RFP to run 10/2 & 10/9 - submissions due 10/30 *Millage approved *Digest Submitted to TA *Tax Bills went out 10/18/2019
		2019 Tax Digest	Approve millage rate and digest, release Tax Bills for Candler County	Commission, Tax Assessor, Tax Commissioner	85%	10/15/19	Tax Commissioner				*Non Budgeted Item *Bills due 10/2/2019 *Low bid: Davis HVAC \$14,400 (Tabled by Commission)
2		RFP - HVAC - 428 N Rountree St (Sunshine House)	RFP for bids to replace 3 air handlers at the Sunshine House	Aasheim	50%	10/07/19	Public Buildings			2011 or 2018 SPLOST	*Non Budgeted at this time
2		Courthouse Space Issue	Address office space and public space issues including bathroom facilities	Bryan Aasheim	5%	12/31/20	Public Buildings			Fund 270	*Non budgeted item *Working to identify funding sources within fund 270
2		Code Enforcement Officer	Create a code enforcement officer position funded through FUND 270 (SOS) for code, animal control, mobile home inspections, etc.	Bryan Aasheim	5%	12/31/19	Administration, Public Safety				*RFP has been prepared; however it was pulled due to contractual obligations. Re-issue RFP in Spring 2020 for award prior to 6/30/2020
2		RFP - Property & Liability Insurance	The County is currently with ACCG-TRMA with termination clause expiring in Dec. 2019 and current contract expiring in June 2020. The commission has indicated a desire to RFP	Bryan Aasheim, Crystal Carter	10%	06/30/20	Administration				*Candler County 2019 premium = \$61,311,751.00 or \$735,000 annually
2		Health Insurance	The County is currently using BCBS through Glenn Davis & Associates, and is subject to rate increases annually. Project seeks to reduce future cost-increases in health care	Aasheim, Carter, Paul Collins	10%	06/30/20	Administration, HR				*Contract for Engineering executed 9/2019 *Cost may be lower after initial meetings with EPD
2		Landfill - EPD 5 Year Permit Review	Review of Landfill operating plans	Bryan Aasheim, Robert Hendrix, HNT Engineering	1%	05/01/20	Solid Waste	\$ 22,000.00		General Fund	
2		RFP - HVAC - Maintenance Contract	RFP for bids to provide periodic maintenance on all County HVAC	Aasheim, Jones	10%	10/21/19	Public Buildings	\$ 11,000.00		General Fund	*Need Commissioner Jones to approve RFP
2		Telephone System	Project to consolidate county telephone bills and/or replace system with unified VOIP communications	Aasheim, Wells, Pineland Telephone	5%	12/31/20	Administration, IT				*Non Budgeted Item
2		Polycarts - Improve cost gap	Fund 270 revenue is short due to billing for fewer polycarts than we are billed for by Allgreen. Project seeks to close that gap by installing a better tracking and billing mechanism	Aasheim, Allgreen Public Works	15%	06/01/20	Administration, Public Works			Fund 270	*1. Current plans revolve around accountancy and marking each cart (possibly with a decal and serial #) and tracking replacements, damaged carts, etc. *Waiting on proof of reflective stickers from Metter Graphics Current 5 mile ISO = 47 Current unincorporated ISO = 9 or 10
2		ISO - Unincorporated County	Decrease the ISO rating for unincorporated residents of Candler Co.		1%	12/31/24	Administration, Public Safety			General Funds, SPLOST	*Need to assign a project leader for this project
2		911 Monument	Project to construct a 911 monument using piece of the Trade Center (at City Hall) to be place in or around the Courthouse	Aasheim, Community Donors, Volunteers	1%	06/30/20	Administration				*Gross has stated that we need to start agreement process again and he will communicate with BOE attorney and Sheriff
2		School Resource Officer Contract	Project to obtain a School Resource Officer Contract with the Candler County Board of Education	Aasheim, Milles, Gross	25%	12/31/19	Public Safety			General Fund	*Non Budgeted at this time
2		Courtroom Audience Seating	Project to replace the existing audience seating	Bryan Aasheim	5%	06/01/20	Administration, Public Buildings			2018 SPLOST	*County is working with partners to form formal CCC *Dr. Bubba Longreear has agreed to serve as the Chairperson *Kellie Lank to serve as contact
2		2020 Census - Complete Count Committee (CCC)	Form and execute plan for CCC for 2020 Census to ensure the most accurate count for distribution of resources	Countywide, Administration	10%	05/01/20	Administration				*unbudgeted item - estimated \$2,100 for project at this time.
2		Website Update	Project to update county website and make it mobile friendly, add fillable forms, add links to ordinances and rules	Aasheim, 365Marketing, Lank	1%	06/01/20	Administration				
2		Court Interpreter	Project to assess the feasibility of hiring an in house court interpreter to reduce costs	Administration	10%	12/31/19	Administration				

Red means capital budget

Candler County Board of Commissioners  
Road Projects Status Report

LMIG Fund \$ 142,481.90  
 TSPLOST TIA \$ 629,809.33  
**TOTAL \$ 772,291.23**

Project Type	Project	Description	Resources	Status	Target Date	Budget	Pay Requisite	Actual Cost FYTD	Paid	Source	Date Approved	Notes
LMIG	2019 LMIG Project	Resurface Shircore Hwy from Meter City limits to Emanuel County line	Bryan Asstrem, GDOT, Public Works, EMC Engineering, Everett Dykes Grassing	85%	10/15/19	\$ 606,800.00	1 2-Sep 3 - Striping 4- Retainage Total <b>(Over)/Under Budget:</b>	\$ 473,037.75 \$ 32,715.00 \$ 12,607.92 \$ 57,595.53 <b>\$ 575,956.30</b> \$ 32,863.70	\$ 426,213.59 \$ 46,718.16	LMIG TIA TIA TIA TIA	9/10/2019 9/10/2019	Paving completed Waiting on fog line and punch list PMT request #2 submitted 10/10/19 *PMI filed in view of 10/10/19

LMIG	2019 LMIG SAP	Install Signage and Pavement striping on county roads	Bryan Asstrem, EMC Engineering	10%	06/01/20	\$ 136,409.08				2019 LMIG SAP, TIA Discretionary		*EMC is showing signs to an existing signed on engineering plan *Striping to be in conjunction with 2020 PMG
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LMIG	2020 LMIG Project	McOWIE Rd - Resurface Covey Rd - Resurface	GDOT, Asstrem, EMC Engineering	5% 5%	10/01/20 10/01/20	\$ 488,998.40 \$ 127,311.95				LMIG, TIA Discretionary LMIG, TIA Discretionary		*Commission voted to approve projects (9/24/2019) *Submitted project to GDOT - Waiting on approval
						<b>\$ 616,310.35</b>						

LMIG	TIA Band 3 - HG-0167 - St. Matthews Ch Rd (EMC - 17-2049)	Paving project for St. Matthews Ch Rd north of Reservoir Church Rd to the Bulloch Co line	GDOT, EMC Engineering, Asstrem, County Attorney	15%	12/31/22	\$ 761,250.00				TIA Band 3, TIA Discretionary, LMIG		*Preliminary engineering complete (2019) *CA working on ROW acquisition cost proposal
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LMIG	TIA Band 3 - HG-0159 - Eden Church Rd	Resurfacing project for Eden Church Rd from GA Hwy 27 to the Emanuel Co line	GDOT, EMC Engineering, Bryan Asstrem	5%	12/31/21	\$ 532,000.00				TIA Band 3, TIA Discretionary		*EMC working on submission of application for narrow street work
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Project Type	Project	Description	Resources	Status	Target Date	Budget	Pay Requisite	Actual Cost FYTD	Paid	Source	Date Approved	Notes
Economic	GA Hwy 121/GA Hwy 238 Connector	Select projects for submission to HOGARC/GDOT for inclusion in TSPLOST referendum Regional #1 - Griffin Ferry Rd (Resurfacing) Regional #2 - HG-Candler-004 - Portals Highway (Resurfacing) Local #1 - HG-Candler-001 - Hiawatha St (Paved) w/27th of Metter Local #2 - HG-Candler-002 - Piney Grove Rd CR#77 - (Paving New Construction) Local #3 - HG-Candler-003 - Lake Church Rd CR#30 - Resurfacing	Asstrem, EMC Engineering, Commission, Reabs	75%	08/14/19	\$ 2,253,886.43				TSPLOST2 - Project Funds		*Submissions to HOGARC due by 10/31/2019
				5%		\$ 886,248.00			TSPLOST2 - Project Funds			
				5%		\$ 965,000.00			TSPLOST2 - Project Funds			
				5%		\$ 1,697,765.00			TSPLOST2 - Project Funds			
				5%		\$ 372,113.00			TSPLOST2 - Project Funds			
						<b>Total Over Budget \$ 2,547,567.00</b>						

Economic	GA Hwy 121/GA Hwy 238 Connector	Asstrem, EMC Engineering, Commission, Reabs	0%	12/31/21								*GDOT Engineer to meet with us to discuss PMG
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Economic	Lyle St. extension	EMC working on submission of application for narrow street work	0%	12/31/21								
Economic	GDOT LOCAL C43-0030-0	Bridge Replacement - Cr 223 - Portals Hwy/Eden Ave Cross Ave Bridge	GDOT	5%	12/31/21					GDOT		Waiting on information from GDOT
Economic	GDOT LOCAL C43-0031-0	Bridge Replacement - Salem Church Rd	GDOT	5%	12/31/21					GDOT		Waiting on information from GDOT
Economic	GDOT LOCAL C43-0032-0	Bridge Replacement - Europe Cr Rd	GDOT	5%	12/31/21					GDOT		Waiting on information from GDOT

Red means capital budget

CANDLER COUNTY HOSPITAL  
Balance Sheet  
As of September 30, 2019

<b>ASSETS</b>		<u>September</u> 2019	<u>August</u> 2019
<b>Current Assets:</b>			
Cash and cash equivalents	318,017	231,447	
Assets held in trust			
Patient receivables	12,393,276	12,302,220	
Less: allowance for doubtful accounts	(5,296,821)	(4,694,087)	
Less: allowance for contractual adjs.	(5,290,159)	(5,663,192)	
<b>Net patient receivables</b>	<b>1,806,296</b>	<b>1,944,941</b>	
Funds Receivable- ICTF	225,000	200,000	
Other receivables	698,318	741,006	
Inventories	172,604	168,551	
Prepaid expenses	30,048	34,947	
<b>Total Current Assets</b>	<b>3,250,283</b>	<b>3,320,892</b>	
<b>Property and Equipment:</b>			
Land and improvements	317,825	317,825	
Buildings and fixed equipment	6,985,111	6,985,111	
Major movable equipment	9,862,370	9,862,370	
Construction in progress			
Total property and equipment	17,165,306	17,165,306	
Less: accumulated depreciation	(14,957,737)	(14,905,217)	
<b>Net Property and Equipment</b>	<b>2,207,569</b>	<b>2,260,089</b>	
<b>Other Assets:</b>			
Assets whose use is limited:			
Other Assets			
<b>Total assets</b>	<b>5,457,852</b>	<b>5,580,981</b>	

<b>LIABILITIES &amp; FUND BALANCE</b>		<u>September</u> 2019	<u>August</u> 2019
<b>Current Liabilities:</b>			
Accounts payable:			
Accounts payable-trade	4,511,305	4,541,048	
Accounts payable-other	391,998	503,911	
Leases payable			
Current Portion of LTD	448,874	448,874	
Salaries and wages	303,172	270,922	
Paid time off	291,695	290,884	
Payroll taxes and deductions	10,301	5,857	
Employee Benefits Payable			
Employee Retirement Payout	25,240	25,240	
Settlement due Medicare	531,964	549,313	
Settlement due Medicaid	129,863	129,863	
<b>Total current liabilities</b>	<b>6,644,412</b>	<b>6,765,892</b>	
<b>Other Liabilities</b>			
Long Term Debt	4,013,613	4,042,483	
Less: Current Portion of LTD	(448,874)	(448,874)	
<b>Total LTD, net of Curr Portion</b>	<b>3,564,739</b>	<b>3,593,609</b>	
<b>Total Liabilities</b>	<b>10,209,151</b>	<b>10,359,501</b>	
<b>Equity</b>			
Fund Balance	(5,125,548)	(5,125,548)	
YTD Net Income	374,249	347,028	
<b>Total equity</b>	<b>(4,751,299)</b>	<b>(4,778,520)</b>	
<b>Total liabilities and equity</b>	<b>5,457,852</b>	<b>5,580,981</b>	

CANDLER COUNTY HOSPITAL  
Income Statement - September 30, 2019

	MONTH				YEAR-TO-DATE					
	ACTUAL TO BUDGET		PRIOR YEAR VARIANCE		ACTUAL TO BUDGET		PRIOR YEAR VARIANCE			
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET		
<b>GROSS PATIENT REVENUE</b>										
INPATIENT REVENUE	\$ 346,241	\$ 508,829	\$ (162,588)	\$ 372,555	\$ (26,314)	\$ 3,908,504	\$ 4,139,392	\$ (230,888)	\$ 4,049,156	\$ (140,652)
SWINGBED REVENUE	\$ 419,739	\$ 293,652	\$ 126,087	\$ 280,400	\$ 139,339	\$ 2,965,984	\$ 2,688,935	\$ 277,049	\$ 4,692,012	\$ (1,726,028)
OUTPATIENT REVENUE	\$ 2,144,980	\$ 1,684,614	\$ 460,366	\$ 1,598,062	\$ 546,918	\$ 18,614,881	\$ 16,915,745	\$ 1,699,136	\$ 15,831,514	\$ 2,783,367
ED REVENUE	\$ 1,640,370	\$ 1,565,300	\$ 75,070	\$ 1,508,225	\$ 132,145	\$ 13,710,760	\$ 14,313,749	\$ (602,989)	\$ 13,478,244	\$ 232,516
PRO FEE/PHYS REVENUE	\$ 462,005	\$ 432,433	\$ 29,572	\$ 406,983	\$ 55,022	\$ 4,736,612	\$ 4,118,989	\$ 617,623	\$ 2,701,099	\$ 2,035,513
<b>TOTAL GROSS REVENUE</b>	<b>\$ 5,013,335</b>	<b>\$ 4,484,828</b>	<b>\$ 528,507</b>	<b>\$ 4,166,225</b>	<b>\$ 847,110</b>	<b>\$ 43,936,741</b>	<b>\$ 42,176,810</b>	<b>\$ 1,759,931</b>	<b>\$ 40,752,025</b>	<b>\$ 3,184,716</b>
<b>TOTAL DEDUCTIONS FROM REVENUE</b>										
	\$ 3,814,291	\$ 3,345,613	\$ 468,678	\$ 3,322,307	\$ 491,984	\$ 34,057,569	\$ 33,006,994	\$ 1,050,575	\$ 31,981,508	\$ 2,076,061
	76.08%	74.60%	79.74%			77.52%	78.26%		78.48%	
<b>NET PATIENT REVENUE</b>	<b>\$ 1,199,044</b>	<b>\$ 1,139,215</b>	<b>\$ 59,829</b>	<b>\$ 843,918</b>	<b>\$ 355,126</b>	<b>\$ 9,879,172</b>	<b>\$ 9,169,816</b>	<b>\$ 709,356</b>	<b>\$ 8,770,517</b>	<b>\$ 1,108,655</b>
OTHER REVENUE	\$ 106,561	\$ 59,182	\$ 47,379	\$ 56,152	\$ 50,409	\$ 679,880	\$ 524,431	\$ 155,449	\$ 672,641	\$ 7,239
<b>TOTAL INCOME BEFORE EXPENSES</b>	<b>\$ 1,305,605</b>	<b>\$ 1,198,397</b>	<b>\$ 107,208</b>	<b>\$ 900,070</b>	<b>\$ 405,535</b>	<b>\$ 10,559,052</b>	<b>\$ 9,694,247</b>	<b>\$ 864,805</b>	<b>\$ 9,443,158</b>	<b>\$ 1,115,894</b>
<b>OPERATING EXPENSES</b>										
SALARIES & WAGES	\$ 570,405	\$ 508,618	\$ 61,787	\$ 542,744	\$ 27,661	\$ 5,046,203	\$ 5,583,690	\$ (537,487)	\$ 5,131,406	\$ (85,203)
EMPLOYEE BENEFITS	\$ 106,261	\$ 78,723	\$ 27,538	\$ 65,621	\$ 40,640	\$ 816,637	\$ 889,727	\$ (73,090)	\$ 731,082	\$ 85,555
SUPPLIES	\$ 118,047	\$ 86,594	\$ 31,453	\$ 82,121	\$ 35,926	\$ 1,150,792	\$ 1,075,023	\$ 75,769	\$ 1,129,347	\$ 21,445
PURCHASED SERVICES	\$ 225,767	\$ 310,788	\$ (85,021)	\$ 301,401	\$ (75,634)	\$ 1,642,786	\$ 1,845,391	\$ (202,605)	\$ 1,781,676	\$ (138,890)
PRO FEES	\$ 154,976	\$ 85,582	\$ 69,394	\$ 82,517	\$ 72,459	\$ 1,249,304	\$ 733,421	\$ 515,883	\$ 631,795	\$ 617,509
REPAIRS & MAINTENANCE	\$ 23,476	\$ 14,902	\$ 8,574	\$ 21,439	\$ 2,037	\$ 223,168	\$ 135,101	\$ 88,067	\$ 178,646	\$ 44,522
RENTS & LEASES	\$ 17,943	\$ 46,589	\$ (28,646)	\$ 46,089	\$ (28,146)	\$ 248,034	\$ 524,327	\$ (276,293)	\$ 633,081	\$ (385,047)
DUES & SUBSCRIPTIONS	\$ 7,048	\$ 1,221	\$ 5,827	\$ 2,383	\$ 4,665	\$ 33,427	\$ 22,778	\$ 10,649	\$ 41,663	\$ (8,236)
TRAVEL	\$ 1,970	\$ 630	\$ 1,340	\$ 1,250	\$ 720	\$ 13,178	\$ 20,524	\$ (7,346)	\$ 25,139	\$ (11,961)
UTILITIES	\$ 29,758	\$ 52,388	\$ (22,630)	\$ 13,693	\$ 16,065	\$ 233,829	\$ 255,839	\$ (22,010)	\$ 243,331	\$ (9,502)
OTHER OPERATING EXPENSES	\$ 33,808	\$ 36,349	\$ (2,541)	\$ 30,288	\$ 3,520	\$ 355,382	\$ 401,698	\$ (46,316)	\$ 383,036	\$ (27,654)
DEPRECIATION & AMORTIZATION	\$ 52,520	\$ 60,396	\$ (7,876)	\$ 60,368	\$ (7,848)	\$ 500,345	\$ 550,954	\$ (50,609)	\$ 544,998	\$ (44,653)
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,341,979</b>	<b>\$ 1,282,780</b>	<b>\$ 59,199</b>	<b>\$ 1,249,914</b>	<b>\$ 92,065</b>	<b>\$ 11,513,085</b>	<b>\$ 12,038,473</b>	<b>\$ (525,388)</b>	<b>\$ 11,455,200</b>	<b>\$ 57,885</b>
NET INCOME (LOSS) FROM OPERATIONS	\$ (36,374)	\$ (84,383)	\$ 48,009	\$ (349,844)	\$ 313,470	\$ (954,033)	\$ (2,344,226)	\$ 1,390,193	\$ (2,012,042)	\$ 1,058,009
<b>EBITDA</b>										
NON-OPERATING REVENUE	\$ 27,717	\$ (6,818)	\$ 40,133	\$ (275,682)	\$ 305,622	\$ (323,730)	\$ (1,632,255)	\$ 1,339,584	\$ (1,313,454)	\$ 1,013,356
INTEREST INCOME	\$ 528	\$ 1,833	\$ (1,305)	\$ 156	\$ 372	\$ 1,039	\$ 16,497	\$ (15,458)	\$ 2,395	\$ (1,356)
OTHER NON-OPERATING INCOME	\$ 63,066	\$ 122,617	\$ (59,551)	\$ 511,360	\$ (448,294)	\$ 1,327,243	\$ 1,067,796	\$ 259,447	\$ 1,186,305	\$ 140,938
<b>EXCESS REVENUES OVER (EXPENSES)</b>	<b>\$ 27,220</b>	<b>\$ 40,067</b>	<b>\$ (12,847)</b>	<b>\$ 161,672</b>	<b>\$ (134,452)</b>	<b>\$ 374,249</b>	<b>\$ (1,259,933)</b>	<b>\$ 1,634,182</b>	<b>\$ (823,342)</b>	<b>\$ 1,197,591</b>