

AGENDA
REGULAR MEETING
5:00 P.M.
July 15, 2019

1. Call to Order
2. Invocation and *Pledge of Allegiance*
3. Approval of the Minutes
4. Old Business
 - a. Randy Lanier – Request to address the Commission in regards to a permit approval for Chesapeake Plantation Outfitters, LLC
 - b. Discussion FY2020 Metter Fire Budget
 - c. Consideration of proposals for completion of the 2011 SPLOST project for irrigation on the Recreation Department softball fields
 - d. SPLOST Funding for Recreation Department Restroom Renovation
 - e. Consideration of a request from the Board of Tax Assessors for an increase in personnel appropriations for FY2020 budget
 - f. Consideration of an increase in the SPLOST allocation for Candler County 4H purchase of tables and chairs
5. New Business
 - a. Consideration of a modification to the Candler County Purchasing Card Ordinance for Candler County Elected Officials
 - b. Consideration of an RFP for cleaning
 - c. Authorization to issue an RFP for a Public Works Service Truck
6. Report from Chairman
7. Report from County Administrator
8. Report from County Attorney
9. Report from Commissioners
10. Executive Session
11. Adjournment

Board of Commissioners of Candler County
Regular Meeting
July 15, 2019
5:00 p.m.

The Board of Commissioners of Candler County met for the regular monthly meeting on Monday, July 15, 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 Wayne Culbertson, David Robinson and Blake Hendrix; Candler County Administrator, Bryan Aasheim; Candler County Clerk, Maranda K. Lank; Candler County Attorney, Kendall Gross; Candler County Tax Assessor Board members, Lanell Jarriel, Suzan Hunt, and Chief Tax Appraiser, Marian Grier. Candler County Sheriff John Miles and Captain Justin Wells. Other guests attending the meeting included Randy and Debbie Lanier, David Browne, Frank Stilp and Barbara Bruno, Gary Howard, Glenn Deal, and Bobby Odom. The Metter Advertiser was represented by Jerri Goodman.

Call to Order

Chairman Thrift called the meeting to order at 5:02 p.m.

Invocation and Pledge of Allegiance

Vice-Chairman Jones delivered the invocation and Chairman Thrift led the *Pledge of Allegiance*.

Approval of Minutes

Vice-Chairman Jones made a motion seconded by Commissioner Robinson to approve the minutes from the month of June. The motion passed four to one, with Commissioner Culbertson abstaining.

Amendment to the Agenda

Mr. Aasheim requested the Commission amend the agenda to add:

- 5) **b. Consideration of an RFP for cleaning**
- 5) **c. Authorization to issue an RFP for a Public Works Service Truck**

Vice-Chairman Jones made a motion seconded by Commissioner Culbertson to amend the agenda to add as described by Mr. Aasheim. The motion passed unanimously.

Old Business

Randy Lanier – Request to address the Commission regarding the Animal Control Ordinance, 20+ Dog Permit issued to Chesapeake Plantation Outfitters.

Mr. Aasheim opened the floor to hear comments from Mr. Lanier in opposition to action taken by the Commission on July 1, 2019 in granting a 20+ dog permit to Chesapeake Plantation Outfitters. Mr. Lanier approached the board and expressed his displeasure. Former resident of the property now owned by Todd Reed, Barbara Bruno, also approached the Board to speak in opposition of the Commission's actions and the adoption of the Animal Control Ordinance, 20+ Dog Permit issued to Chesapeake Plantation Outfitters. Mr. Gross explained the process and length of four months that the Commissioners reviewed and met over the ordinance prior to adoption.

After hearing Mr. Lanier and Ms. Bruno's objections to the permit granted to Chesapeake Plantation Outfitters, no action was taken by the Board during this meeting.

Discussion regarding the Metter Fire Department FY2020 Budget

Mr. Aasheim recommended the Board consider extending the expiration date for the Metter Fire Department FY2020 Budget Continuing Resolution by adopting a Resolution to amend the Candler County FY2020 Budget. He informed the Board that the City of Metter had not provided a proposed budget reflecting the decrease since their budget workshop on Friday, June 14th. This item was tabled in the July 1, 2019 Commission Meeting. After some discussion, the Commission agreed to extend the expiration date of the Metter Fire Department FY2020 Budget Continuing Resolution to September 17, 2019.

Commissioner Hendrix made a motion seconded by Commissioner Robinson to adopt the Resolution Amending the County Budget for Fiscal Year 2020. The motion passed unanimously. (Exhibit A)

Consideration of Proposals for Completion of the 2011 SPLOST Project for Irrigation of the Recreation Department Softball Field

Mr. Aasheim presented two proposals for the Board to consider for a 2011 SPLOST project for Irrigation of the Recreation Department Softball Field. The approved allocation for this project is \$15,000.00. The two bids that came in under budget were Joe Glisson at \$12,800.00 and Vickery Farms at \$13,500.00.

Vice-Chairman Jones made a motion seconded by Chairman Thrift to award the 2011 SPLOST Project for Irrigation of the Recreation Department Softball Field project to Joe Glisson with the bid amount of \$12,800.00. The motion passed unanimously.

Consideration of a Request from the Recreation Department to Approve a proposal to Install Tile Flooring in the Bathrooms at the Baseball Fields

Mr. Aasheim presented three proposals for the Board to consider tiling the bathrooms at the Recreation Department baseball fields. \$3,000.00 of excess funds from the bathroom renovations are available to fund this project. The three estimates were as follows:

WestBroad Flooring bid \$2,600.00

Matthew Rigdon Construction bid \$2,400.00

The Warehouse bid \$4,560.26

Chairman Thrift made a motion seconded by Commissioner Robinson to award the bathroom tiling project to Matthew Rigdon Construction with the bid amount of \$2,400.00. The motion passed unanimously.

Consideration of a Request from the Board of Tax Assessors for an Increase in Personnel Appropriations for FY2020 Budget

This item was tabled during the July 1, 2019 meeting. Mr. Aasheim presented research to assist the Board with consideration of a request from the Board of Tax Assessors for an increase in personnel appropriations that would amend the approved amount to the amount of \$122,165.00 for the FY2020 Budget. Job descriptions and minimum requirements, modified copies from the Tax Assessor's office, as well as compiled information for specific employees that should be addressed in executive session. Mr. Aasheim read Georgia Code Section 48-5-262(e) (1 and 2) that outlines an ordinance. Mr. Aasheim has not found, and Mr. Gross confirmed, that such an ordinance had not been adopted by the Commission. Mr. Aasheim then recapped on a decision made by the Tax Assessor Board, even after caution, to redistribute unused FY2019 salary appropriations to staff that would increase the personnel budget for this division; therefore, increasing the salary request for FY2020. The Commission appropriated the personnel budget for the Tax Assessor's Office at the same level for the FY2020 budget as FY2019. This

left a shortfall for the fiscal year of \$7,078.00. Mr. Aasheim then spoke of the adopted Carl Vinson Wage and Salary Study, as well as the fact that the State of Georgia sets the minimum requirements for staffing within the Tax Assessor's Office.

Candler County Chief Tax Appraiser, Marian Grier, approached the Board to request that the Commission resend their decision to take the mobile home inspections out of the Tax Assessor's Office. She stated it was never their intention to give anyone a raise based on that duty. With three Tax Assessor staff members trained to perform the mobile home inspection, according to Mrs. Grier, this works best for the County and the public in their office. She then presented the 2018 Salary Job Study to the Board to review at their leisure.

No action was taken on this item.

Mrs. Grier informed the Board that the Mobile Home Park Ordinance does not address "Tiny Homes".

Consideration of a Request from Staff to Increase an Allocation of 2011 SPLOST Funding to the 4H Purchase of Tables and Chairs

Mr. Aasheim informed the Board that while ordering the tables and chairs it was discovered that shipping costs were not included in the original estimate, they approved in the June 17th meeting. An additional shipping fee would increase the previously approved amount of \$789.00 to \$895.76. He then requested the Board review and approve to amend the 2011 SPLOST allocation for purchase of tables and chairs for the 4H/UGA Extension.

Commissioner Robinson made a motion seconded by Vice-Chairman Jones to amend the 2011 SPLOST allocation amount of \$789.00 to \$895.76 for the purchase of tables and chairs for the 4H/UGA Extension. The motion passed unanimously.

New Business

Consideration of a Modification to the Candler County Purchasing Card Ordinance for Candler County Elected Officials

Mr. Aasheim presented the amendment prepared by Mr. Gross to modify the Candler County Purchasing Card Ordinance for Candler County Elected Officials for the Commission to consider the modifications to the Purchasing Card Ordinance to accommodate the migration from the Fuel Man cards to the WEX program. Currently, the Sheriff's Office uses accounts at local gas stations to purchase fuel. Through the WEX program, a card will be assigned to each vehicle so that purchases can be tracked by vehicle and by user. The assignment of a purchasing card to an employee of a constitutional officer requires an amendment to the existing Candler County Purchasing Policy.

Mr. Gross advised the Board that in addition to adopting the modification they might consider making further amendments to the Candler County Purchasing Policy and the Candler County Purchasing Card Ordinance, section V.

After some discussion, Chairman Thrift requested to table this item until the August 5, 2019 monthly meeting so that Mr. Gross can make the modifications to the amendment.

No vote was taken to table this item.

Consideration of Proposals Submitted in Response to an RFP for Cleaning County Buildings

Mr. Aasheim presented two proposals submitted in response to an RFP for Cleaning County Buildings. Clean by Lucy quoted \$47,208.00 annually, and Kustom Kleaning quoted \$42,000.00. A difference of \$5,208.00. After some discussion, the Board requested Mr. Aasheim to check references for Kustom Kleaning and table the item until the August 5, 2019 meeting. Sheriff Miles requested that Mr. Aasheim also confirm days and times the service could be performed.

Commissioner Culbertson made a motion seconded by Chairman Thrift to table this item. The motion passed unanimously.

Authorization to Issue an RFP for a Service Truck

Mr. Aasheim requested the Board to consider authorizing him to issue an RFP for a new Public Works Service Truck. He went on to explain the RFP would be issued to acquire a 2019 F350 XL Crew Cab 4x4 service truck or equivalent to that make and model, with the attached equipment list.

Commissioner Culbertson made a motion seconded by Commissioner Robinson to authorize Mr. Aasheim to issue and RFP a 2019 F350 XL Crew Cab 4x4 service truck or equivalent to that make and model, with the attached equipment list. The motion passed unanimously.

Report from the Chairman

Chairman Thrift requested that Mr. Aasheim cover their previous discussion in his report.

Report from County Administrator

- GDOT – Brent Mosely inquired of the County’s interest in locally handling the TIA Tier-3 Project Eden Church Road.
- Application for the 2020 LMIG funds \$468,000.00. Road list to be prepared by EMC Engineering. Requested recommendations for road names to be on that list.
- TSPLOST2 deadline for the County to submit the road selection is October 15, 2019. Neighboring Counties are interested in a Regional Project to resurface Griffin Ferry Road.
- Requested the Mrs. Grier give an update on the appeal process.
- Land owner requested consideration of an RV Park Ordinance

Report from Commissioners

Commissioner Culbertson delivered his report from District 1.

- Received an update from Mr. Gross that answered questions about the St. Matthews Church Road land acquisitions

Vice-Chairman Jones had nothing to report from District 2.

Commissioner Robinson delivered his report from District 3.

- Spoke of a positive conversation he had about a “cut through” access road.
- Piney Grove Church Road

Commissioner Hendrix had nothing to report from District 4.

Report from the County Attorney

- Expects to be able to discuss the land acquisition cost during executive session to be held at the August 5, 2019 monthly meeting.
- Spoke to the Candler County Hospital Authority Chairman and scheduled a meeting for Thursday at 5:00 pm to discuss the complaint of the use of private ambulance services over the Candle County EMS service.
- Old Police Station – The buyer is stalling on closing the purchase.

Commissioner Hendrix made a motion seconded by Commissioner Robinson to authorize Mr. Gross to send the buyer a letter requesting payment that acts as a 30-day notice of rebid. The motion passed unanimously.

Executive Session

Chairman Thrift made the motion to enter an Executive Session at 6:47 p.m. seconded by Commissioner Robinson to discuss personnel. The motion passed unanimously.

Commissioner Culbertson made the motion seconded by Commissioner Hendrix to adjourn the Executive Session and resume with the regular business meeting at 7:29 p.m. Motion carried unanimously.

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

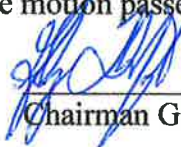
Chairman Thrift spoke to the commission and noted that they had heard the request from the Tax Assessor's Board and ask what the will of the commission was. Commissioner Culbertson made a motion not to increase the FY2020 personnel budget as requested by the Tax Assessor. The Motion was seconded by Vice Chairman Jones. The motion passed with 4 votes in favor and 1 vote against made by Commissioner Hendrix.

Adjournment

With no further business to discuss, Commissioner Culbertson made a motion at 7:35 p.m. seconded by Commissioner Hendrix to adjourn the meeting. The motion passed unanimously.



Maranda K. Lank, Clerk
Attest



Chairman Glyn Thrift

BOARD OF COMMISSIONERS OF CANDLER COUNTY

Glyn Thrift
Chairman

Brad Jones
Vice-Chairman

Bryan Aasheim
County Administrator

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, July 15, 2019.

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

3.
The executive session was called to order at 6:47 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 or to 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);

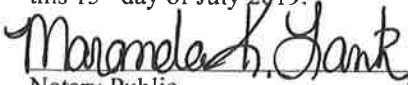
Other

This 15th day of July, 2019.



Glyn Thrift, Chairman
Board of Commissioners of Candler County

Sworn to and subscribed before me
this 15th day of July 2019.



Notary Public



1075 EAST HIAWASSEE STREET, SUITE A, METTER, GEORGIA 30439
(912) 685-4823

Exhibit A

**RESOLUTION BY THE
CANDLER COUNTY BOARD OF COMMISSIONERS**

A RESOLUTION AMENDING THE COUNTY BUDGET FOR THE FISCAL YEAR 2020

On this day, the 15th day of July 2019, the Candler County Board of Commissioners, having met for the purpose of discussing and passing a resolution, amending the County budget for the 2020 fiscal year do resolve that:

Whereas, the Board of Commissioners in the Budget Resolution for Fiscal Year 2020 reserved the right to amend said budget; and,

Whereas, the Board of Commissioners of Candler County are required to provide a balanced budget and approve all budgetary changes; and,

Whereas, on June 26, 2019 the Board of Commissioners adopted a continuing resolution with an expiration date of July 31, 2019, specific to Fund 270, specifically the Metter Fire Department Shared Service operating budget; and,

Whereas, the Board of Commissioners does not expect to have a finalized budget proposal from the City of Metter prior to that expiration date; and,

Whereas, the Board of Commissioners is desirous of providing for reasonable time to receive, consider and approve a final submitted Metter Fire Department operating budget;

Therefore, upon a motion and second by the Candler County Commissioners, such a resolution is adopted, and the Candler County Commissioners issue the following budget amendment for the Special Service District;

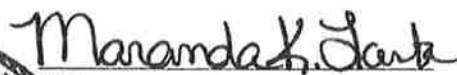
For the fiscal year 2020 the Special Service District, Fund 270 is hereby amended as follows:

The Special Service District, Fund 270, Metter Fire Department Shared Services operating budget is approved under a continuing resolution with an expiration set at 62 days from the date of this resolution and will hold FY2020 appropriations at the same level as was approved for FY2019.



Glyn Thrift, Chairman
Candler County Board of Commissioners





Kellie Lank, County Clerk