

**HARRIS COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION**

November 7, 2017
7:00 P.M.

Commissioners Present: J. Harry Lange, Jim Woods, Susan Andrews, Martha Chewning, Becky Langston. Staff Present: Randy Dowling, County Manager; John Taylor, County Attorney; Nancy D. McMichael, County Clerk.

1. **CALL TO ORDER.** Chairman Lange called the Regular Session to order.
2. **PLEDGE OF ALLEGIANCE.** At the request of Chairman Lange, Commissioner Andrews led those in attendance in the Pledge of Allegiance.
3. **MINUTES.** The motion to approve the minutes of the October 17, 2017 Regular Session and the October 16, 2017 Work Session was made by Commissioner Woods, seconded by Commissioner Chewning, and passed unanimously.
4. **OLD BUSINESS**
 - A. **Agreement: CJT Software, Inc., for Probate Court.** Chairman Lange said that the motion to approve this agreement was made during the October 3 meeting by Commissioner Woods, seconded by Commissioner Langston, and tabled by Commissioner Chewning. He asked Thomas Lakes, Probate Judge, and Kyle Morris, with CJT Software, to discuss the agreement and respond to questions. Following discussion, which included that the \$5 fee to be added to each ticket by CJT will cover the cost of the CJT services, maintenance, upgrades, etc., so there will be no budgetary issues regarding the agreement, the motion to approve passed unanimously. (Document can be found in "Contracts & Agreements" file as C&A #17-40.)
 - B. **Bobby Greer and Use of Tennis Courts.** Chairman Lange said that the Board needs to provide an answer to Mr. Greer. Discussion included that Bill Champion, tennis pro for many years at Callaway Gardens, Highland Country Club, and LaGrange/Troup County Parks & Recreation, has offered assistance in coming up with a reasonable court use fee as well as trying to attract high school and younger kids who may be interested in taking lessons. Consensus was for John Magazu, Recreation Director, to meet with Mr. Champion regarding these issues, and to provide a recommendation to the Board during their December 5 meeting at the latest.
5. **NEW BUSINESS**
 - A. **Appointment: Area Agency on Aging.** Chairman Lange said that a few weeks ago, the River Valley Regional Commission requested the County appoint up to four persons to the council, and Beth Smith was appointed to same on September 5. He said that he was contacted by Angela Farley, a citizen who is interested in serving on the AAA Council and has a background that would be beneficial in this area. He then made the motion to appoint Angela Farley to the AAA Council. The motion was seconded by Commissioner Langston and passed unanimously. Chairman Lange asked Mrs. McMichael to notify Ms. Farley and the RVRC of the appointment.
 - B. **First Reading: Application of Mindy McGuire for Beer & Wine On-Premises at Tricky's located at 6052 GA Hwy 85, Ellerslie (formerly Ossahatchee Oyster Bar).** Chairman Lange said that this was the First Reading; and that the application had been recommended for approval by the Sheriff, by the Health Department pending issuance of a food permit, and by Community Development pending compliance with building codes. Mindy McGuire, applicant, was present but had no comments. There were no questions or comments from the Board. Chairman Lange said that the Second Reading is scheduled for November 21.
 - C. **FY 2017-18 First Quarter Financial Report (July, August & September).** Chairman Lange said that the financial report is in a different format and he asked Clint Chastain, Finance Officer, to review the highlights of the report. Mr. Chastain said that the format matches that of the approved budget and he reviewed the various columns reflected on each page and explained various notes. Commissioner Andrews commented that the report was nicely done. Mr. Chastain responded to

questions from the Commissioners regarding various budgets and the reasoning for quarterly statements versus monthly statements. Commissioner Langston said that she is not in favor of receiving financial statements on a quarterly basis and would prefer to receive them monthly, and consensus of the other Commissioners was in agreement. The motion to approve the First Quarter (July, August & September) Financial Report was made by Commissioner Woods, seconded by Commissioner Andrews, and passed unanimously.

D. **Superior Court: Request for Additional Funding for Jurors and Budget Amendment #9.** Stacy Haralson, Clerk of Superior Court, appeared before the Board to request additional funding in the amount of \$21,000 to cover the cost for jurors due to an unforeseen increase in trials by the Superior Court Judges. Following discussion, the motion to approve the request and Budget Amendment #9 was made by Commissioner Langston, seconded by Commissioner Chewning, and passed unanimously.

E. **GDOT Project Updates.** Chairman Lange gave a brief update regarding upcoming projects of the Georgia Department of Transportation, to include:

- (1) SR 103 Passing Lane. Work is to begin any day now on the northbound lane near the Northwest Harris Business Park
- (2) SR 219 Passing Lanes. Work is scheduled to begin mid 2018 on two difference sections of SR 219.
- (3) US 27 Passing Lane. Work is scheduled to begin late 2018 on the northbound passing lane near the Mulberry Creek bridge.

6. **COUNTY MANAGER**

A. **Bid Award: Solid Waste Compactors.** Randy Dowling, County Manager, said that bids were received from four companies on November 2 for two 4-Yard Stationary Compactors for the SR 116 and Harrisville Road convenience centers to include installation and wiring. The bids are:

	Nu-Life Enr. Easley, SC	Wastequip Mfg Statesville, NC	Greenleaf Compaction Tempe, AZ	Rudco South Simpsonville SC
Bid	\$ 27,676.00	\$ 29,543.00	\$ 32,688.36	Incomplete
Installation	\$ 2,995.00	\$ 3,600.00	\$ 8,000.00	\$ 4,000.00
Wiring	included	included	\$ 2,000.00	included
Total Bid	\$ 30,671.00	\$ 33,143.00	\$ 42,688.36	Incomplete
Met Specs	yes	yes	yes	no

Mr. Dowling said that these are replacement compactors, that \$34,000 had been budgeted for the compactors and the recommendation is to award the bid to Nu-Life in the amount of \$30,671. The motion to award the bid as recommended was made by Commissioner Langston, seconded by Commissioner Chewning, and passed unanimously.

B. **Bid Award: Solid Waste Containers.** Randy Dowling, County Manager, said that bids were received from six companies on November 2 for two 40 Cubic Yard Closed Top Octagonal Receiver Containers and include delivery to the Transfer Station. The bids are:

	Rudco South Simpsonville SC	Bakers Waste Equipment Lenoir NC	Wastequip Mfg Statesville NC	Nu-Life Env. Easley SC	Friesen's Welding Lewisburg PA	Technology International Lake Mary FL
Bid	\$ 11,834.00	\$ 12,390.00	\$ 14,036.00	\$ 13,500.00	\$ 13,000.00	\$ 17,200.00
Delivery	\$ 1,000.00	\$ 915.00	included	\$ 800.00	\$ 2,155.00	included
Total Bid	\$ 12,834.00	\$ 13,305.00	\$ 14,036.00	\$ 14,300.00	\$ 15,155.00	\$ 17,200.00
Met Specs	no	yes	yes	no	no	yes

Mr. Dowling said that these are replacement containers, that \$13,000 had been budgeted, and that the recommendation is to award the bid to Bakers Waste Equipment in the amount of \$13,305 because the lowest bid did not meet specs. The motion to award the bid to Bakers Waste Equipment as recommended was made by Commissioner Andrews, seconded by Commissioner Langston, and passed unanimously.

- C. **Bid Award: Washers for Jail and Prison.** Randy Dowling, County Manager, said that bids were requested and only one response was received on November 2 for two heavy duty commercial washers to be delivered and installed at the Jail and at the Prison. The bid is:

	Southeastern Laundry Equipment Sales Marietta, GA
Bid	\$ 18,000.00
Delivery	\$ 500.00
Installation	\$ 1,500.00
Total Bid	\$ 20,000.00

Mr. Dowling said that these are replacement machines, that a total of \$25,000 had been budgeted (\$12,500 from each department), and that the recommendation is to award the bid to Southeastern Laundry Equipment Sales for \$20,000. The motion to award the bid as recommended was made by Commissioner Chewning, seconded by Commissioner Andrews, and tabled to November 21 by Commissioner Woods in order for Mrs. McMichael, County Clerk, to contact Roosevelt Warm Springs Institute about two unused commercial washers that may be available.

- D. **Proposal Award: Fund Accounting Software, Agreement & Budget Amendment #10.** Randy Dowling, County Manager, asked Clint Chastain, Finance Officer, to review the proposals received on September 1 from six companies. The companies are:

Accufund, of Needham, MA
 BS&A Software, of Bath, MI
 Casselle, Inc., of Provo, UT
 Edmunds Associates, of Northfield, NJ
 Harris Local Government-Smart Fusion, of Easley, SC
 Tyler Technologies, of Lubbock, TX

Mr. Chastain said that all proposals were reviewed by the County Manager, Finance Officer, IT Director, Accounting Clerk, Payroll Clerk, and Water Works Office Manager; that four of the six companies were invited to make presentations of their proposed software on September 25 & 26 and October 6; that the top two firms, Caselle and BS&A, were selected to begin cost negotiations; that the end result was that the initial year's cost from BS&A was more than double that of Caselle; that two versions of the proposals were considered - one being software and services, which would require the County to house the software on its servers, provide data security and backup, perform periodic updates, and maintain the servers, while the Cloud hosted version would require the software company to house the software, provide data security and backup, perform periodic updates, and maintain the servers; that it is proposed that the County purchase the Cloud hosted version with various modules, which includes a utility management module for Water Works at a cost of \$24,600; and that the recommendation is to award the proposal to Caselle at a cost of \$54,878 (cloud hosted) for all needed modules, an estimated maximum of \$15,270 for training and travel expenses and \$2,492 monthly for maintenance and support to begin after the installation is completed, and to authorize the Chairman and Clerk to execute all related documents. He said that once approved, it will take approximately 8 to 12 months for data conversion, implementation and training. He then responded to various questions from the Board, and following discussion, it was suggested that the cost for the Water Works module be paid by Water Works. The motion to award the proposal to Caselle for the amount of \$54,878 for the Cloud based system with \$24,600 to be paid by Water Works, which will result in Budget Amendment #10, was made by Commissioner Woods, seconded by Commissioner Chewning, and passed with four in favor (Woods, Chewning, Andrews, Lange) and one opposed (Langston). (Agreement can be found in "Contracts & Agreements" file as C&A #17-41.)

- E. **Scrap Tire Abatement Application.** Randy Dowling, County Manager, requested authorization to submit an application to the Environmental Protection Division of the Georgia Department of Natural Resources to conduct a scrap tire amnesty event; that the event would be held at the Transfer Station and allow citizens to turn in tires free of charge; that the tires would be picked up by a certified scrap tire dealer; and that the County would be reimbursed by DNR for costs associated with having the tires picked up by a certified scrap tire dealer. Following discussion, which included that should the application be denied, the amnesty event would not occur, the motion to approve the submission of the application was made by Commissioner Chewning, seconded by Commissioner Andrews, and passed unanimously.

- F. **Recreation Trails Grant Pre-Application and Resolution.** Randy Dowling, County Manager, said that he is requesting authorization to submit a pre-application to the Georgia Department of Natural Resources; that the grant is an 80/20 grant whereby the state reimburses 80% of the project cost and the County funds 20%; that the request is to apply for a grant of \$250,000 (\$200,000 from the state and \$50,000 County match from T-SPLOST) to construct about 1.5 miles of recycled asphalt trail on the rails to trails project (Railroad Recreation Trail), to authorize the Chairman to execute the necessary documents, and to approve the Resolution regarding same. Following discussion, which included that the documents need to reflect that the only motorized vehicles allowed on the trail are golf carts, the motion to approve the submission of the grant, to authorize the Chairman to execution documents, and to approve the Resolution for same was made by Commissioner Woods, seconded by Commissioner Chewning, and passed unanimously.
- G. **Project Updates.** Randy Dowling, County Manager, brought the Board up to date on various projects, as follows:
- (1) Recreation Director Position. Advertisement for the position is underway, 30 applications have been received, interviews should be within the next week, and the position anticipated start date is January 2, 2018.
 - (2) Accounting Software. The Board took action this evening to award the project to Caselle; it is estimated it will take eight to ten months from start date to convert data, train individuals, and implement the program.
 - (3) Prison CCTV Security System Update. Project is being advertised, bids are due December 22, and completion is expected 90 days after notice to proceed.
 - (4) 911 Telephone & CAD System. Project is underway, moving smoothly, ahead of schedule and going live soon.
 - (5) Radio System. Issues have come up requiring further investigation before pursuing the user agreement.
 - (6) Washers for Jail and Prison. The Board tabled action pending contact with Roosevelt Warm Springs Institute about unused washers it may have.
 - (7) Fire Trucks. Purchases are underway with orders placed by the fire departments with the majority of the trucks arriving between November and February.
 - (8) LMIG 2016. Licksillet Road project completed except for shoulder work.
 - (9) LMIG 2017. Hunter Road, Terry Land/Krogland Road, and Vorhees Road project completed except for shoulder work.
 - (10) Madison Way & Mt. Airy Road. Project completed except for shoulder work by Public Works.
 - (11) LMIG 2018. Guardrail and Striping bids are due November 17, should be before the Board on November 21 for award, and estimated completion is by the end of the year.
 - (12) Hardage Road. Project is going well; water lines are in, paving is underway and it's on target for completion.
 - (13) Hamilton Business Park Improvements. Meeting to be held this week with engineer to determine exact needs.
 - (14) Solid Waste Compactors. The Board took action this evening to purchase two compactors to replace the non-working compactors at the Hamilton and Harrisville sites.
 - (15) Solid Waste Containers. The Board took action this evening to purchase two containers for use at the Transfer Station.
 - (16) Solid Waste Transportation and Disposal. Waste Management took over the transportation and disposal of the County's solid waste on November 1 and all is going well

- (17) Library. Going well, next meeting in on November 14th, on time, on budget and on target.
- (18) Quarterly Retreat. Scheduled for December 12 with location to be determined.
- (19) SPLOST Continuation. Discussion needed regarding the County's portion of the proposed SPLOST projects, but municipalities are pleased with their share and intergovernmental agreements will soon be drafted.
- (20) SPLOST Collection. Slight increased over August and the same time last year.
- (21) LOST Collection. Slight increase over August and same time last year.
- (22) T-SPLOST Collection. Slight increase over August and the same time last year.
- (23) Building Permits. Decrease from September, but more than same time last year, with total of 84 issued to date (58 this time last year).
- (24) Solid Waste Tonnage. Slight increase over September and same time last year.
- (25) Airport Security. In response to a question from Commissioner Langston, Mr. Dowling said the project is progressing as to determining the kind of technology to use (either wire or wireless) and how sophisticated the system should be.
- (26) Pate Park Playground Project. In response to a question from Commissioner Langston, Mr. Dowling said that the specifications of the bid are underway.

H. **SPLOST Continuation Called Meeting**. Consensus was to hold a Called Meeting on Monday, November 13, 2017, at 6:00 PM in the Conference Room of the Commissioners' Office for the purpose of further discussing the County's portion of the proposed SPLOST projects.

7. **COUNTY ATTORNEY**

A. **ACCG Firefighter Cancer Coverage Application & Participation Agreement and Resolution**. John Taylor, County Attorney, said that this agreement and resolution are the result of House Bill 146 (2016-2017) which requires counties to provide certain cancer benefits to its volunteer firefighters effective January 1, 2018, and he recommended approval of same. The motion to approve the application, participating agreement, and resolution was made by Commissioner Langston, seconded by Commissioner Woods, and passed unanimously. (Documents can be found in "Contracts & Agreements" file as C&A #17-42.)

B. **Request for Executive Session**. John Taylor, County Attorney, requested an Executive Session for the purpose of discussing litigation, real estate disposition, and personnel.

8. **RECESS FOR EXECUTIVE SESSION**. The motion to go into Executive Session for the purpose of discussing litigation, real estate disposition, and personnel was made at 8:40 PM by Chairman Lange, seconded by Commissioner Langston and passed unanimously.

9. **RESUME REGULAR SESSION**. The motion to go back into Regular Session was made at 9:45 PM by Chairman Lange, seconded by Commissioner Chewning, and passed unanimously.

10. **OTHER**

A. **County Manager: Evaluation & Budget Amendment #11**. Following a brief evaluation of Randy Dowling, County Manager, Chairman Lange made the motion to increase Mr. Dowling's salary by 6% effective November 1, to contribute 6% to the ACCG sponsored Senior Management Retirement Program, to increase vacation from three weeks to four, effective November 1, and to extend his contract for two more years beyond its current term. The motion was seconded by Commissioner Chewning and passed unanimously. The increase in salary resulted in Budget Amendment #11 for FY 2017/18. (The resolution regarding the ACCG sponsored Senior Management Retirement Program and the First Amendment to Mr. Dowling's contract will be acted on by the Board during the November 21 meeting.)

10. **ADJOURNMENT**. There being no further business to discuss, the motion to adjourn was made by Commissioner Woods, seconded by Commissioner Chewning, and passed unanimously.

J. Harry Lange, Chairman

Attest:

Nancy D. McMichael, County Clerk