

HARRIS COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
December 19, 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 Woods led those in attendance in the Pledge of Allegiance.
3. **MINUTES.** The motion to approve the minutes of the December 5, 2017 Regular Session and the December 12, 2017 Planning Retreat was made by Commissioner Chewning, seconded by Commissioner Andrews, and passed unanimously.
4. **OLD BUSINESS**
 - A. **Second Reading: Application of Tommy Moss for Beer & Wine On-Premises at Tommy's Smokehouse & Barbecue located at 3565 GA Highway 85, Ellerslie.** Chairman Lange said that this was the second reading and that the recommendation of the Sheriff's Office and the Health Department was for approval, but that the Community Development Department had recommended disapproval because the business does not meet the distance requirements from a public recreation area. He said that the Board, following the first reading, had requested that John Taylor, County Attorney, give his opinion as to whether or not the property known as Ellerslie Park was actually a "public recreation area". Mr. Taylor explained existing case law that resulted in a license being issued because the nearby property in question was not in current use. Following discussion, Chairman Lange asked if anyone wished to speak in favor of or in opposition to this application. There being none, he asked Tommy Moss, applicant, for comments, and Mr. Moss had no comments other than he was leaving it in the Commissioners' hands. The motion to approve this Beer & Wine On-Premises application was made by Commissioner Chewning, seconded by Commissioner Woods, and passed unanimously.
 - B. **Community Center & Recreation Facilities Fee Schedule Update.** Chairman Lange asked John Magazu, Recreation Director, for comments. Mr. Magazu said that the usage fees charged to instructors at the Community Center and on outdoor facilities (i.e. tennis court) were discussed during the December 5 and December 12 Commission meetings; that instructors at the Community Center pay 30% of the remitted class fees to the county, because they have use of the amenities available at the Center, as well as remitting the \$1.50 per non-member taking the class; that it is suggested that instructors at outdoor facilities pay 10% of the class fees to the county because they do not have other amenities available; that the recommendation is to require that all instructors be certified, have business licenses, and have general liability insurance naming the County as an additional insured. Following discussion, the motion to approve the percentage rates and other requirements as recommended was made by Commissioner Langston, seconded by Commissioner Chewning, and passed unanimously.
 - C. **Financial Statements Status.** Commissioner Langston asked about the status of the October Financial Statement, and Randy Dowling, County Manager, said that the Accounting Department is diligently working on the audit, which is to be completed by December 31, and once that it finished, the financial statements will be prepared.
5. **NEW BUSINESS**
 - A. **Request for Tax Refund: Steven P. Wilson.** Chairman Lange said that a request for tax refund in the amount of \$125.72 had been received from Steven P. Wilson due to his having paid the tax before the due date and then selling the vehicle before the due date; and that the Tax Commissioner has recommended approval of the refund. The motion to approve this request was made by Commissioner Andrews, seconded by Commissioner Langston, and passed unanimously.

- B. **Appointments/Reappointments.** Chairman Lange said that the list of boards or committees for which appointments or reappointments are necessary has been provided. Discussion included that there are several new appointments to be made, and that for those the Board would like to see resumes of those individuals. Following discussion, Commissioner Woods tabled action pending receipt of resumes for new potential appointees.
- C. **CDBG Pine Lake Project: Engineer.** Chairman Lange asked Randy Dowling, County Manager, to explain this item. Mr. Dowling said that the Board approved moving forward with the application process for a CDBG in the Pine Lake area; that part of the process involves having an engineer in place; that the RVRC is assisting the County with the CDBG and an advertisement was made for an engineer; that four engineering firms responded (see below) and the recommendation is to award the project to EMC Engineering.

	Carter & Sloope Macon, GA	EMC Engineering Columbus, GA	Hofstader & Associates Macon, GA	Ingram & Associates Macon, GA
Experience w/CDBG	10	10	15	5
Knowledge of Project	15	15	15	10
Familiarity w/Community	8	8	2	2
Staff Qualifications	15	15	unable to determine	unable to determine
Scope of Services	7	7	0	0
TOTAL Score	55	55	32	17
Other Factors	No charge for preliminary phase	No charge for preliminary phase	No charge for preliminary phase	No charge for preliminary phase
	12% of estimated construction costs	9% of estimated construction costs	8-12% of estimated construction costs	8.25% of estimated construction costs

Chairman Lange said that the scores for Carter & Sloope and EMC are the same with the only difference being the percentage of the estimated construction costs. The motion to award the project to EMC Engineering was made by Commissioner Woods, seconded by Commissioner Chewing, and passed unanimously.

6. **COUNTY MANAGER**

- A. **Personnel Request.** Randy Dowling, County Manager, said that his request was to amend the budget in the amount of \$6,013 in connection with the new Recreation Director. Commission Woods asked for an Executive Session to discuss the hiring of a Recreation Director and tabled action until after the Executive Session.
- B. **Project Updates.** Randy Dowling, County Manager, brought the Board up to date on various projects, as follows:
- (1) **Recreation Director Position.** On going with budget decision regarding salary pending.
 - (2) **Fund Accounting Software.** Contract has been signed and Notice to Proceed issued with project anticipated to take 8 to 12 months to complete.
 - (3) **Prison CCTV Security System Update.** Bids are due December 22, with award by the Board expected January 2.
 - (4) **Radio System.** User and maintenance agreements being drafted.
 - (5) **911 Telephone & CAD System.** Both telephone and CAD system are in and in use; final payment expected in January; project is on schedule and on budget.
 - (6) **LMIG 2018 Projects.** Bid document being prepared to bid out soon for Cold Springs Road, Davis Lake Road, Goat Rock Road, and Waterford Drive, with project to be completed in the spring.
 - (7) **LMIG 2017 Additional Funding for Guardrails.** The guardrails project is underway.
 - (8) **Hamilton Business Park Road Extension.** Bid documents are being prepared for advertising in January, and project to be completed in late spring.

- (9) Holland Drive and Kingsboro Road. County Attorney is preparing the necessary right-of-way deeds.
- (10) Ellerslie Park. Project is on course; a meeting was held recently regarding the concept plan to get the work started.
- (11) Airport Wildlife & Security Fencing. Bids are due December 21 with award by the Board expected January 2.
- (12) Scrap Tire Amnesty Day Events. Received notification that bid will be awarded to the County, and plans are to have the amnesty day events on April 7 and 14.
- (13) Library. Project continues to go well, is on time and on budget, with the next meeting scheduled for January 3, final payment in January, and grand opening in March.
- (14) SPLOST Continuation. Intergovernmental agreements are currently being drafted; advertising to begin in January to meet the May deadline.
- (15) Fee Schedules. Schedules have been updated and are effective January 1, 2018.

7. **COUNTY ATTORNEY**

A. **Amendment to Harris-Gray Proposal for Hamilton Business Park Road Extension**. John Taylor, County Attorney, said the amendment is to add Tasks V, VI and VII to the agreement approved in January 2017, and recommended that item III F (Governing Law; Venue) be changed to read that the venue shall be in Harris County. Following discussion, which included that the estimated cost for these three tasks is \$17,590 and that the funds will come from SPLOST 2014, the motion to approve was made by Commissioner Woods, seconded by Commissioner Chewning, and passed unanimously. (Agreement can be found in "Contracts & Agreements" file as C&A #17-47.)

8. **RECESS FOR EXECUTIVE SESSION**. The motion to go into Executive Session for the purpose of discussing a personnel issue was made at 7:40 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 by Chairman Lange, seconded by Commissioner Chewning, and passed unanimously.

10. **COUNTY MANAGER (CONTINUED)**

A. **Personnel Request**. Regarding the hiring of a new Recreation Director, Chairman Lange made the motion to authorize Randy Dowling, County Manager, to offer a salary of up to \$59,000 with health/medical insurance to start 30 days after hire, but no relocation expenses. The motion was seconded by Commissioner Chewning and passed with four in favor (Lange, Chewning, Andrews, Woods) and one opposed (Langston).

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

J. Harry Lange, Chairman

Attest:

Nancy D. McMichael, County Clerk