

HARRIS COUNTY BOARD OF COMMISSIONERS

August 18, 2020

Commission Chamber, Room 223, Harris County Courthouse

WITH LIMITED SEATING DUE TO COVID-19

(Call 408-418-9388, access code 132 806 0521#, password 70662877#)

REGULAR SESSION

7:00 PM

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

MINUTES

1. Regular Session of August 4, 2020
Planning Retreat Session of July 30, 2020
Public Hearings I & II of August 11, 2020 (Millage Rate/Taxpayers Bill of Rights)

APPEARANCE OF CITIZENS

OLD BUSINESS

NEW BUSINESS

2. Taxpayers Bill of Rights (Millage Rate Public Hearing III)
3. Set Millage Rate for 2020
4. Policy: Fireworks on County Property
5. Requests for Tax Refunds (3)
6. Consideration of Road Acceptance: Easement off Teel Circle
7. Appointment: Planning Commission (District 1)
8. Census Update
9. Financial Statement: May 2020

COUNTY MANAGER

10. Bid Award: Prison Kitchen Equipment
11. Project Updates
12. CVIOG: PowerPoint Presentation and Review of Employee Compensation Study

COUNTY ATTORNEY

ADJOURNMENT

MINUTES

08/18/20

Minutes are not available to the public until approved by the Board of Commissioners. Once approved, minutes will be posted on the website.

TAXPAYERS BILL OF RIGHTS PUBLIC HEARING III

08/18/20
During 7:00 PM mtg

- ▶ This is the last of three public hearings the County is required to hold regarding the notice of intent to increase property taxes.
- ▶ The Harris County Board Commissioners has tentatively adopted a 2020 millage rate which will require an increase in property taxes by 0.83 percent in the County Wide less West Point area and by 0.04 percent in the West Point area.
- ▶ This tentative increase will result in a millage of 9.38 mills, an increase of 0.077 mills in the County wide less West Point area. Without this tentative tax increase, the millage rate will be no more than 9.303 mills. The proposed tax increase for a home with a fair market value of \$225,000 is approximately \$6.93 and the proposed tax increase for non-homestead property with a fair market value of \$150,000 is approximately \$4.62.
- ▶ In the West Point area, this tentative increase will result in a millage rate of 5.628 mills, an increase of .002 mills. Without this tentative tax increase, the millage rate will be no more than 5.626 mills. The proposed tax increase for a home with a fair market value of \$150,000 is approximately \$0.12 and the proposed tax increase for non-homestead property with a fair market value of \$100,000 is approximately \$0.08.

MILLAGE	
County M & O	9.38
School M & O	18.26
TOTAL MILLAGE	27.64

DETAILS - COUNTY	
County millage before rollbacks	10.92
Less roll-back for LOST	-1.54
<i>TOTAL County Millage</i>	<i>9.38</i>

DETAILS - SCHOOL BOARD	
School M & O	17.26
School Bond	1.00
<i>TOTAL School Millage</i>	<i>18.26</i>

DETAILS - WEST POINT	
West Point millage before rollbacks	7.17
Less roll-backs	-1.54
<i>TOTAL West Point County Portion</i>	<i>5.628</i>

- ▶ Millage rate will be set following the public hearing

SETTING MILLAGE

08/18/20

3

The County was required to hold three public hearings due to tentative increase in its millage rate as follows. The public hearings were held on August 11 at 11:00 AM and 6:30 PM and during tonight's meeting. Randy Dowling, County Manager; Wayne Morris, Chief Tax Appraiser; and Vickie Jamerson, Tax Commissioner, will be present to respond to questions.

MILLAGE	
County M & O	9.38
School millage	18.26
TOTAL MILLAGE	27.64

DETAILS - COUNTY	
County millage before rollbacks	10.92
Less roll-back for LOST	-1.54
<i>TOTAL County Millage</i>	<i>9.38</i>

DETAILS - SCHOOL BOARD	
School M & O	17.26
School Bond	1.00
<i>TOTAL School Millage</i>	<i>18.26</i>

DETAILS - WEST POINT	
West Point millage before rollbacks	7.17
Less roll-backs	-1.54
<i>TOTAL West Point County Portion</i>	<i>5.628</i>

POLICY: FIREWORKS ON COUNTY PROPERTY

08/18/20

- ▶ During the July 30 Planning Retreat, the Board discussed allowing citizens to rent County property for public fireworks exhibitions, and consensus was to move forward with a policy.
- ▶ In order to move forward with rental of County property (Ag Center Arena, Moultrie Park, Pate Park, or Soccer Field) for the purpose of public fireworks exhibitions, a policy was drafted setting out fees, requirement of an application, insurance requirements (per County Attorney), and other details.

Motion and vote needed regarding approval of the policy.

REQUESTS FOR TAX REFUND

08/18/20

There are three (3) Requests for Tax Refund, as follows:

(1) Alsten, Eddie Lee (92 Hunting Creek Way, Midland)

- Amount: \$22.64 (the ad valorem tax)
- Reason: Traded the 2005 Dodge Caravan on June 29, 2020, to a dealer.
- Tax Commissioner: *Agrees.* ("Mr. Alsten bought his tag for his Dodge Caravan on June 24 and traded the Caravan on June 29.")
- Bd of Tax Assessors: *Agrees.* ("Agrees with Tax Comm")

(2) Cornett, Michelle S. (PO Box 1229, Pine Mountain)

- Amount: \$101.23 (the ad valorem tax)
- Reason: Sold the Jayco (travel trailer) in June, but prepaid tax and tag.
- Tax Commissioner: *Agrees.* ("Mrs. Cornett bought her tag on June 11. She sold her travel trailer on June 23. Her tag was due on July 2.")
- Bd of Tax Assessors: *Agrees.* ("Agrees with Tax Comm")

(3) Ferguson, Charles S. & Lindsay Taylor (PO Box 1313, Fortson)

- Amount: \$85.51 (the ad valorem tax)
- Reason: Vehicle was traded in on May 5. Customer paid renewal April 28, 2020, for tag renewal for May 16, 2020.
- Tax Commissioner: *Agrees.* ("Owner renewed the tag on April 28. It was not due until May 16. He traded the vehicle on May 5.")
- Bd of Tax Assessors: *Agrees.* ("Agrees with Tax Comm")

Motion and vote needed.

CONSIDERATION OF ROAD ACCEPTANCE EASEMENT OFF TEEL CIRCLE

08/18/20

- ▶ A petition has been received regarding the acceptance of a private easement off Teel Circle (in the backwaters area), a distance of 1.4 miles.
- ▶ There are two property owners (Saunders Family & Georgia Power), and both signed the petition.
- ▶ Road acceptance requires at least 80% of the property owners to sign the petition for acceptance, after which Mike Brown, the Public Works Director, inspects the road for ascertain its condition.
- ▶ Mr. Brown found the following:
 - Road width varies throughout from 10' to 20', no ditches
 - Road length is 1.4 miles
 - Road width is not acceptable, but topography lends itself to a 60' R/W
 - Road surface is dirt/gravel and has potholes
 - Road draining is bad
 - Road does not impose inherent/dangerous conditions, which can't be corrected
 - Cost estimates to bring road up to standard will require an engineer
 - There are 600+/- acres adjacent to this easement
 - Utilities will be needed
- ▶ According to the Road Ordinance for roads in existence prior to October 2004, acceptance or denial is based upon:
 - if the road lay-out/design would impose an inherent hazardous or dangerous condition for public use
 - criteria to include physical condition of the road, road surface, roadbed, drainage, existing R/W, available R/W, any correctable engineering design defects which could affect traffic conditions, number of homes served, and estimated expense to bring road up to minimum standards
 - must serve a minimum of two (2) homes and five (5) lots already platted and recorded as of October 2004
 - minimum R/W of 60' must be provided, unless the homes thereon prevent a R/W of 60'
 - road must abut a County or State road
 - prior to acceptance, a minimum of 80% of the property must be willing to pay all costs associated with transfer of R/W to the county (the remaining 20% may be subject to condemnation procedures at the discretion of the Board)
 - following acceptance and repair of street/road by County, property owners will be billed according to a pro rata share of the total road assessment, which includes R/W survey work, title/deed work, and driveway pipe
 - if accepted, road would be categorized as "Class D" roads and will receive minimum maintenance only (i.e. not paved)
 - if accepted, County would make initial repairs, maintain vegetation control in R/W, litter control within R/W, drainage structures and ditch maintenance, shoulder stabilization and maintenance, and appropriate surface maintenance

Motion and vote needed to move (or not move) forward with the acceptance process. If approved, the required R/W survey would be performed, engineer cost estimates to bring road up to minimum standards would be performed, titles searched, deeds prepared, and getting the R/W deeds signed, and once all deeds are obtained, the Board would take action to accept the road, after which the maintenance, etc., would be done.

APPOINTMENT: PLANNING COMMISSION

08/18/20

District 1

- ▶ A vacancy exists on the Planning Commission, and Commissioner Zuerner wishes to appoint an individual to complete the term of Matthew Newberry, who resigned.
- ▶ The term will expire December 31, 2021.

Motion and vote needed.

CENSUS UPDATE

08/18/20

- ▶ Even though the Census Complete Count Committee for the County has not met for several months, the promotion of “Getting the Count Out” to make citizens aware of the need to respond has continued.

- ▶ Current statistics (as of Thursday, August 13) are:
 - Harris County is at 64.19% response rate,
 - the State is at 63.4%,
 - Muscogee County is at 56.1%,
 - Troup County is at 59.2%, and
 - Meriwether County is at 54.8%.

- ▶ Door-to-door follow-up has begun nationwide; there are an estimated 56 million addresses to be collected in person.

FINANCIAL STATEMENT: MAY 2020

08/18/20

The financial statement for MAY 2020 was provided for your review on August 4, 2020.

Clint Chastain, CFO, will be in attendance to discuss the reports and respond to questions.

Motion and vote needed.

BID AWARD: PRISON KITCHEN EQUIPMENT

08/18/20

10

- ▶ The FY 2020-21 approved Prison budget includes \$23,500 to purchase replacement kitchen equipment, specifically a convection oven range/griddle, and gas fryer (all with “prison” package).
- ▶ County staff, including the Prison Warden, prepared bid specifications, which were distributed and advertised during July 2020.
- ▶ On the deadline date of August 5, the County received two bid responses as outlined below:

	TOTAL COST (installation & delivery)
Alpha-Pritchard Restaurant Equipment, Columbus GA	\$ 18,992.00
Bi-State Services, Smiths Station AL	\$ 20,738.17

- ▶ County staff evaluated the submitted bids and is recommending that Alpha-Pritchard Restaurant Equipment Co., the low bidder, be awarded this bid for a total cost of \$18,992.00, which is \$4,508.00 (19.2%) below budget.
- ▶ If approved, the installation of the kitchen equipment can be completed within 60 days, or about mid-October. The old kitchen equipment will be disposed of through GovDeals.com.

Motion and vote needed.

11

PROJECT UPDATES

08/18/20

Randy Dowling, County Manager, will provide updates on various projects.

**CVIOG: POWERPOINT PRESENTATION AND REVIEW
OF EMPLOYEE COMPENSATION STUDY**

08/18/20

- ▶ During the July 30 Planning Retreat, Alex Daman, with the Carl Vinson Institute of Government (CVIOG), made a PowerPoint presentation regarding the employee compensation study.
- ▶ The PowerPoint was revised to add tier and millage rate information and two options developed based on Commissioner Lange's concerns, as well as a slide at the end that compares the two options.
- ▶ Mr. Daman will review the revised PowerPoint presentation during this meeting.

Following discussion, a motion and vote are needed regarding the study (and which option) as well as its effective date (i.e. July 1, 2020).