

HARRIS COUNTY BOARD OF COMMISSIONERS

October 6, 2020

Commission Chamber, Room 223, Harris County Courthouse

WITH LIMITED SEATING DUE TO COVID-19

(call 1-408-418-9388, access code 132 796 8081#, password 70662877#)

REGULAR SESSION

7:00 PM

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

MINUTES

1. Regular Session of September 15, 2020

APPEARANCE OF CITIZENS

OLD BUSINESS

NEW BUSINESS

2. Proclamation: National Head Start Awareness (Enrichment Services Program)
3. Agreement: Traylor Business Services (Personal Prop Verification)
4. Request for Tax Refund: Carter, Virginia

COUNTY MANAGER

5. Bid Re-Award: Replacement Prison Kitchen Equipment
6. Budget Amendment #11 for FY 2019/20
7. Budget Amendment #12 for FY 2019/20
8. Authorization to Apply for GOSP Grant for Ellerslie Park Development
9. Project Updates

COUNTY ATTORNEY

10. MOU: University of Georgia for Cooperative Extension Service
11. MOU: Mercer Medicine regarding Old Library

ADJOURNMENT

MINUTES

10/06/20

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

PROCLAMATION: NATIONAL HEAD START AWARENESS (ENRICHMENT SERVICES) 10/06/20

- ▶ The Enrichment Services Program has requested a proclamation regarding Head Start Awareness Month.

WHEREAS: Enrichment Services Program, Inc. (ESP) is a non-profit, community action agency founded in 1965 with the mission to eliminate poverty through education, services, and partnerships, serving eight counties in Georgia and one county in Alabama; and

WHEREAS: ESP is committed to increasing the awareness of the impact of poverty and implementing strategies for reducing it; and

WHEREAS: ESP motivates residents toward a desirable future and encourages them to become a healthy contributor to the life of our community; and

WHEREAS: Early Head Start and Head Start are national school readiness programs that provide comprehensive education, health, nutrition and parent involvement services to children between the ages of birth to five years; and

WHEREAS: Early Head Start and Head Start have nurtured the promise of a better future for children and their families; and more than 1,153 children will benefit from enrollment in the Head Start Program; and

WHEREAS: October is National Early Head Start and Head Start Awareness Month.

NOW, THEREFORE, the Board of Commissioners of Harris County, Georgia, do hereby proclaim October 2020 as "Head Start Awareness Month" and calls this observance to the attention of the citizens of Harris County.

So proclaimed this 6th day of October, 2020, by a vote of ____ to ____.

Motion and vote needed.

**AGREEMENT: TRAYLOR BUSINESS SERVICES
PERSONAL PROPERTY VERIFICATION**

10/06/20

- ▶ This is the usual annual document with Traylor Business Services in connection with personal property verification in the Tax Assessor's Office.
- ▶ Funding is included in the FY 20/21 Tax Assessor's budget in the amount of \$7,500.

Motion and vote needed.

REQUEST FOR TAX REFUND

There is one (1) Request for Tax Refund, as follows:

(1) Carter, Virginia (663 Boyd Branch Drive, Upatoi)

- Amount: \$49.28 (the ad valorem tax)
- Reason: Vehicle was sold 08/27/20 before tag was due on 08/31/20; vehicle registration was paid 08/17/20.
- Tax Commissioner: *Agrees.* (“Ms. Carter purchased her tag & paid the taxes on August 17, 2020. She sold her vehicle on August 27. Her tag and taxes were not due until August 31.”)
- Bd of Tax Assessors: *Agrees.* (“The Board of Tax Assessors agree with the Tax Commissioner”)

Motion and vote needed.

BID RE-AWARD: PRISON KITCHEN EQUIPMENT

10/06/20

- ▶ The Board approved the low bid of \$18,992.00 submitted by Alpha-Pritchard Restaurant Equipment Co. for three pieces of replacement prison kitchen equipment during the August 18, 2020 meeting.
- ▶ Since the award, that company has stated that they cannot honor their submitted bid. That purchase order has been cancelled, the company omitted from the vendor list, and the company notified.
- ▶ The next and only other bidder was Mobile Fixtures, of Columbus, GA, with a bid of \$20,738.17 for the same identical equipment. Mobile Fixtures stated that their bid amounts remain the same and that they can supply the county with the equipment within 21-28 days after receipt of a purchase order. The bid is still \$2,761.83 (13.3%) below the budgeted amount of \$23,500.

Motion and voted needed to re-award this bid to Mobile Fixtures in the amount of \$20,738.17.

BUDGET AMENDMENT #11: FEDERAL CARES ACT GRANT 10/06/20

- ▶ The County received a total of \$1,603,096 from the federal CARES Act Grant.
- ▶ A special revenue fund was established to account for these funds, which were quickly allocated toward public safety employees' salary and benefits to meet the state's short deadline.
- ▶ \$1,082,816.71 (67.5%) of the funds were allocated in the previous year's budget that ended June 30, 2020, and the remaining \$520,279.29 (32.5%) will be allocated in the current year's budget.
- ▶ Budget amendment #11 for FY 2019/20 reflects the grant allocation of \$1,082,816.71.

Motion and vote needed.

BUDGET AMENDMENT #12: AUDIT CLEAN UP

10/06/20

- ▶ At the end of each budget year, a final budget amendment is needed to ensure all departmental line-items are sufficient as possible and to distribute Health Reimbursement Arrangement funds from the Non-Departmental budget to each respective budget that used those funds.
- ▶ This annual budget amendment, which has a \$0 amount, will assist in audit preparation.
- ▶ Budget amendment #12 for FY 2019/20 reflects the final clean-up allocations.

Motion and vote needed.

**AUTHORIZATION TO APPLY FOR A GEORGIA OUTDOOR
STEWARDSHIP PROGRAM (GOSP) GRANT FOR THE
DEVELOPMENT OF ELLERSLIE PARK**

10/06/20

- ▶ The County has been working on and continues to work on the development of Ellerslie Park, but needs additional funds to continue the major work.
- ▶ The annual GOSP grant cycle has opened and county staff is working on a grant application for the development of Ellerslie Park to submit by the October 16, 2020, deadline.
- ▶ The GOSP grant is 75% state and 25% (minimum) County match, with a minimum grant amount of \$500,000.
- ▶ The County's grant application is to develop 2.6 miles of trail 8-foot wide using compacted gravel, pave 0.25 miles of trail for a 10-foot wide ADA trail, pave 200 linear feet of sidewalk for a 6-foot wide ADA sidewalk from the parking area to the lodge, two gravel railheads (north and south), wooden boardwalks along the trail over the swampy areas, and a boardwalk along the bank for fishing.
- ▶ The grant amount would be \$500,000 (71.4%) from the State and \$200,000 (28.6%) from the County.
- ▶ The County will be notified if the grant application is successful during early 2021, and the grant funds will be available to spend beginning late summer 2021. If approved, the grant funds and the County match can be properly budgeted for in next year's budget.

Motion and vote needed to authorize this online grant application submittal to the state and to authorize the chairman, county manager or county clerk to sign all necessary documents.

PROJECT UPDATES

10/06/20

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

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**MOU: UNIVERSITY OF GEORGIA
FOR COOPERATIVE EXTENSION SERVICE**

10/06/20

- ▶ The County pays a portion of the payroll expenses for the Ag Agent, the Secretary, the 4-H Agent and one of the 4-H Program Assistants of the Cooperative Extension Service and pays all payroll expenses for the other 4-H Program Assistant.
- ▶ UGA desires to enter into a new MOU with the County regarding the Extension Service (the last one was in 2011).
- ▶ The MOU sets out what the County is to provide for the Extension Service as well as how personnel are to be paid.
- ▶ The MOU will be effective from date of execution until termination by either party by written notice provided ninety (90) days in advance.

Motion and vote needed.

MOU: MERCER MEDICINE LLC & OTHERS

11
10/06/20

- ▶ A group of citizens have been working for some time to establish a medical clinic in Hamilton in the old library to improve the community's access to healthcare and possibly assist the Board of Education with a health care pathway instruction option.
- ▶ Mercer Medicine, LLC, that is associated with Mercer University School of Medicine, has expressed an interest to operate a medical clinic.
- ▶ Therefore, a Memorandum of Understanding (MOU) has been prepared detailing the responsibilities of each party, i.e. the Board of Commissioners, the Board of Education, and Mercer Medicine, LLC.
- ▶ The MOU has been reviewed by all parties and is now ready for execution.
- ▶ When the requirements of the MOU have been satisfied and the old library is ready to be used as a medical clinic, a lease agreement will be prepared between the Board of Commissioners and Mercer Medicine, LLC, to officially lease the old library from the County.

Motion and vote needed.