**AGENDA**

**GEORGETOWN-QUITMAN COUNTY, GEORGIA**

**REGULAR MEETING**

**MARCH 14, 2017**

CALL TO ORDER 6:30 PM

AGENDA AMENDMENTS

PUBLIC COMMENTS (Time allocated 10-minute’s total)

APPROVAL OF BILLS

MINUTES February 14, 2017 Work Session Minutes **APPROVED**

 February 14, 2017 Regular Meeting Minutes **APPROVED**

 February 20, 2017 Work Session Minutes **APPROVED**

MONTH

REPORTS MANAGER’S REPORT

 EMS

 EMA DIRECTOR

 FIRE

OLD BUSINESS

\*UPDATE\*

\*ACTION ITEM\*

NEW BUSINESS

\*ACTION ITEM\* DFCS Board Appointment-Flora O. Harris **APPROVED**  \*ACTION ITEM\* E-911 Equipment **APPROVED** \*ACTION ITEM\* Life Link **APPROVED**

\*ACTION ITEM\*

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\*ACTION ITEM\*

EXECUTIVE SESSION

APPEARANCES

MEETING ADJOURN

**GEORGETOWN-QUITMAN COUNTY COMMISSION**

**REGULAR MEETING MINUTES**

**FEBRUARY 14, 2017**

**6:30PM**

**CALLED TO ORDER** The meeting was called to order at 6:30 p.m. with prayer followed by the pledge. Members present were Commissioners: Lewis, Blackmon, Hayes, Kinsey, and Bussey. County Attorney Tracy Cary, County Manager Jason Weeks, Financial Officer Teri Odom, and County Clerk Carolyn Wilson.

**AGENDA AMENDMENTS**

**PUBLIC COMMENT**

**APPROVAL OF BILLS**

**Motion made by Bussey and Second by Hayes to approve the bills as presented.** Voting Yes – Bussey, Kinsey, Hayes, Blackmon and Lewis.

**MINUTES**

January 10, 2017 Regular meeting**. Motion made by Bussey to approve the minutes with the *correction concerning the Commissioners’ Cost of living and longevity increase to say work session instead of executive session.* Second by Kinsey.** Voting Yes – Bussey, Kinsey, Hayes, Blackmon, and Lewis.

January 18, 2017 Work Session meeting. **Motion made by Blackmon to approve the minutes of the work session meeting. Second by Kinsey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

January 23, 2017 Work Session meeting**. Motion made by Kinsey. Second by Bussey to approve the minutes of the work session meeting.** Voting Yes – Bussey, Kinsey, Hayes, Blackmon and Lewis.

**MANAGER’S REPORT**

**EMS-** report for the month of January was 29 total calls. 18 transports and 11 refusals.

**GYM-** Jason gave a report on the gym. LRGM wrote us up for a long list of items that needed to be repaired or replaced. We have corrected all the issues on the list. The Commissioners’ had previously voted that we close the gym until all the issues were corrected. Lewis asked about the gym rental rate. Hayes asked to have an inspection done before we open it back up. Lewis suggested that we open the gym back up for recreational use but not rental until we get some issues addressed in a work session regarding security and patrolling. **Motion made by Hayes to reopen the gym for recreational use. Second by Bussey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**LANDFILL-** Jason stated the we had an inspection in December at the landfill by EPD. We were written up for several items. All the issues have been addressed and reported as such to EPD.

**CDBG-** Rick Morris and Joe Norris went around to the landowners to get the land acquisitions signed. It has been a slow process but once all the acquisitions have been signed, the project will start.

**EPD**- EPD is offering a scrap tire program where they will reimburse us for disposal of scrap tires. Jason is applying for this program but has some questions on what we will be reimbursed for and how.

**PLANNING AND ZONING-** Jason is going to attend the next planning and zoning meeting. He plans to come up with a checklist of questions that the commission office should ask of any new business owners that are trying to apply for a building permit or business license.

Jason will be writing a letter to Carroll Swords requesting some completion of fencing be done due to the nature of the business.

**RECREATION DEPARTMENT**- The Recreation Board sent a list of questions to the Commission Board. The Commissioners looked over the questions and answers. Commissioners instructed Jason to send the answers to the Recreation Board from the Commissioners.

**GRADY**- Jason gave a copy of the Grady EMS proposal to all the commissioners for their review. Lewis gave a brief summary of the meeting held earlier in the day with Grady. Lewis felt the meeting went very well. Kinsey asked if he could have a little time to review the contract. Lewis stated that would be fine.

**E-911-** Blackmon gave an update from Eufaula. Blackmon has talked with Mayor Jack Tibbs of Eufaula and he is aware of the situation we are in with our E-911. Blackmon stated he made Mayor Tibbs aware that we will cover the expense of dispatcher training so that the dispatcher will be Georgia certified. Lewis stated we have two options one of which is to stay with Clay County or to go with Eufaula. We would like to go with whichever option is least expensive for the County. Grady will not be an option for E-911 dispatching.

**OLD BUSINESS -** How the percentage of Disbursement of Distilled Spirits will be disbursed was tabled until the next meeting.

**NEW BUSINESS-**

**Health Board appointments of Gayle Bennett and Steven King.** Bennett and King both agreed to continue to serve on the Health Board. **Motion made by Bussey to reappoint Gayle Bennett and Steven King to the Health Board. Second by Kinsey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**R-4 Bank Resolution- Motion made by Bussey to approve the Five Star Credit Union banking transactions as outlined in the Bank Resolution. Second by Hayes.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**R-1 Sunday Sales on Premises Resolution**- **Motion made by Blackmon to approve the Sunday Sales on Premises Resolution. Second by Hayes.** Voting Yes- Bussey, Hayes, Blackmon, and Lewis. Voting No-Kinsey

**R-5 Safety Coordinator Resolution**- **Motion made by Bussey to approve the Safety Coordinator Resolution. Second by Kinsey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**R-6 Volunteers and Elected Officials Workers Compensation Resolution**- **Motion made by Blackmon to approve the Volunteers and Elected Officials Workers Compensation Resolution. Second by Bussey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**South West Georgia Authority-** Kinsey and Blackmon will serve on this board. Appointed by Chairman Lewis.

**Region 6 DBHDD Board**- Lewis wants to find someone in the Community to serve on this board.

**Tax Commissioner Budget Amendment**- Requesting to move $8612.00 from various other line items to regular employees. **Motion made by Bussey to accept this budget amendment for Tax Commissioner. Second by Kinsey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

Tax Commissioner, Mindy Moss, asked the Commissioners about the status of being able to accept Credit Cards. Lewis stated that this is still being worked on. Moss stated she is going to proceed in her office with getting setup to be able to accept credit cards for payments and when the County gets a program implemented; her office will get on board.

**EXECUTIVE SESSION**

**APPEARANCES –** Lisa Hagler requested any help that the Commissioners could provide with the Back-Pak for Hope 2017 project. This event will happen in December. She wants to make this a whole family event with games and prizes to be held at the school gym. Hagler stated she needs help getting the word out to the Community and volunteers to help with the event.

**MEETING ADJOURN**

Meeting adjourn at 7:25 p.m.

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Carvel Lewis, Chairman Danny Blackmon, Vice Chairman

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Willie H. Bussey, Jr., Commissioner David Kinsey, Commissioner

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Jim Hayes, Commissioner Attest: Jason Weeks, County Manager

**GEORGETOWN-QUITMAN COUNTY COMMISSION**

**WORK SESSION MINUTES**

**FEBRUARY 14, 2017**

**10:30 A.M.**

**CALLED TO ORDER**

The meeting was called to order at 10:30 a. m. with prayer followed by the Pledge of Allegiance. Members present were Commissioners: Lewis, Blackmon, and Hayes. County Manager Jason Weeks, Financial Officer Teri Odom, and County Clerk Carolyn Wilson. Randy Williams Director of Grady EMS Operations South Georgia, Elizabeth Fisher Marketing Manager, and Bill Compton Senior Vice President.

This meeting was set to find out more about the service that Grady is proposing to offer. Compton gave the high points about the service they propose;

It will be up to the individual to decide on the hospital of their choice.

If we are not satisfied in 90 days, they will give us the service back.

1. Grady will employ approximately 15 full and part time EMTs and Paramedics. All qualified current local EMS staff will be processed for job offerings. In addition, Grady will provide one regional manager.
2. Grady will staff and operate one (1) late model Type 1 ALS ambulances 24/7 and one (1) late model Type 1 ALS ambulance back up.
3. Grady requests the use of the county 9-1-1 mobile and portable radios.
4. Quitman County would lease to Grady the current ambulances and support fleet required for the EMS system, including medical equipment and other related assets.
5. Quitman County would provide crew housing utilizing the current county deployment facilities for utility expense only.
6. Grady proposes to purchase fuel from the county at bulk cost.
7. Quitman County would provide 9-1-1 dispatch services at no cost until such time Grady would propose assuming the Emergency Medical Dispatch (EMD) and dispatching components utilizing our Albany 911 center. We will at the time expand our Mobile Integrated Health (MH0 program into Quitman County.
8. Grady will fully manage electronic patient reporting and billing (ePCR) equipment maintenance, continuing education, and coordination with regional physician medical direction.
9. Grady will provide emergency transport for all of Quitman County employees and prisoners, including but not limited to constitutional officers, staff and volunteer firefighters at no cost.
10. Any training provided to Grady’s employees will also be made available to county personnel including law enforcement, firefighters and first responders at no additional cost (excluding travel expenses, equipment and supplies related to such training).
11. Grady proposes to provide all of the above with a five (5) year contract for an annual negotiated fee of $205,000.

In closing, he added they are working to improve the medical care to The Unified Government of Georgetown-Quitman County. Provide savings, return current employees, and upgrade the fleet and medical equipment during the process. In addition, they ask to be given a 60-day transition period. The service will be called South West Georgia EMS Alliance.

**EXECUTIVE SESSION**

**APPEARANCES**

**MEETING ADJOURN**

Meeting Adjourn at 11:15 a.m.

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Carvel Lewis, Chairman Danny Blackmon, Vice Chairman

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Willie H. Bussey, Jr., Commissioner David Kinsey, Commissioner

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Jim Hayes, Commissioner Attest: Jason Weeks, County Manager

**GEORGETOWN-QUITMAN COUNTY COMMISSION**

**WORK SESSION MINUTES**

**FEBRUARY 20, 2017**

**9:30 A.M.**

**CALLED TO ORDER**

The meeting was called to order at 10:30 a. m. with prayer. Members present were Commissioners: Lewis, Blackmon, Hayes, Kinsey, and Bussey. County Manager Jason Weeks, Financial Officer Teri Odom, and County Clerk Carolyn Wilson.

Item were open for discussion:

**Purchasing Policy**- It was discussed to add that all purchase order requisitions are to be signed by the Constitutional Officer in each office. Under 4a of the purchasing policy Jason asked to remove item Vii. Also, under 4a Jason asked to add under i. Utilities to include recurring monthly computer maintenance fees.

Under 5 Purchasing Procedure Thresholds Jason asked that we remove from 5a “Purchases greater than $1000.00 shall require formal advertised competitive sealed bid”. On 5c where it says “purchases greater than $2500.00” this needs to be changed to “purchases greater than $1000.00”. The cap of $10,000.00 was removed.

There was a discussion about the County Purchasing Card usage and it was decided that the County Purchasing Card only be allowed for the following items: travel, training, seminars, professional membership dues, shipping/postage, and pre-approved or recurring charges or any other charges to be approved by the County Manager.

**Motion made by Hayes that purchase cards are to be only used for travel, training, seminars, professional membership dues, shipping/postage, and pre-approved or recurring charges or any other charges to be approved by the County Manager. Second by Bussey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Motion made by Bussey to approve the Purchasing Policy. Second by Kinsey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Grady EMS-** Lewis read over the proposed Grady contract. There were changes made to the contract wording of replacement vehicles that if you currently have an ambulance in service it would be replaced with an ambulance equal to or better. Under part D of the contract where it stated “at no additional charge” they took out the word “additional” so it reads “no charge”. The contract will need some additional changes made specifically for Georgetown-Quitman County. The County name will need to change from Georgetown-Quitman County to The Unified Gov’t of Georgetown-Quitman County and the number of employees will also need to be changed.

**Motion made by Blackmon to approve the most recent revised contract with Grady EMS per attorney approval. Second by Hayes.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**E-911-** Lewis led the discussion about going with Eufaula for our E-911 service. After considering the possibility of Eufaula handling our E-911 service, we have discovered that they have a high turn -over rate with dispatchers and knowing there is a lot of expense that we would incur for each dispatcher that works in Alabama to be Georgia Certified it doesn’t seem that this would be the best fit for Georgetown-Quitman County citizens. Lewis and Kinsey met with Jason and Teri to discuss E-911. Lewis was asked to attend the E-911 meeting held on Thursday February 16, 2017. Lewis had a meeting earlier that same day with Clay County Sheriff Shivers. Lewis and Sheriff Shivers had a long discussion on changes that would need to be made in order for Georgetown-Quitman County to stay in the Lower Chattahoochee E-911 Authority. Lewis will be added as a voting member of the E-911 Authority Board. A working Director will be hired to manage daily operations. There will be 3 members from Clay County and 3 members from Quitman County and the working Director. The board will be a 6 member board. The Director will be a non-voting member and answer directly to the Authority. Lewis anticipates that with these changes that are being made to the E-911 Authority Board that Randolph County will return. **Motion made by Blackmon to appoint Carvel Lewis to be a member of the Lower Chattahoochee E-911 Authority. Second by Kinsey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Motion made by Kinsey for the Unified Government of Georgetown-Quitman County to stay in the Lower Chattahoochee E-911 Authority. Second by Hayes.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Motion made by Kinsey to allow Teri Odom to continue the Financial Officer position with the E-911 Authority. Second by Bussey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis. There was a discussion about Randolph County and Stewart County owing the E-911 Authority. Letters have been sent out to try to resurrect this issue.

**EXECUTIVE SESSION**

**APPEARANCES**

**MEETING ADJOURN**

Meeting Adjourn at 10:54 a.m.

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Carvel Lewis, Chairman Danny Blackmon, Vice Chairman

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Willie H. Bussey, Jr., Commissioner David Kinsey, Commissioner

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Jim Hayes, Commissioner Attest: Jason Weeks, County Manager