**AGENDA**

**GEORGETOWN-QUITMAN COUNTY, GEORGIA**

**REGULAR MEETING**

**JULY 11, 2017**

CALL TO ORDER 6:30 PM

AGENDA AMENDMENTS Executive Board of the Quitman County Family Connections Collaborative

 Group Health Insurance E-911 Authority

 Mobile Home Ordinance 1st reading

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

APPROVAL OF BILLS

MINUTES Regular Meeting Minutes June 13, 2017

 Work Session Minutes June 19, 2017

 Work Session Minutes June 26, 2017

 Work Session Minutes June 28, 2017

 Work Session Minutes July 10, 2017

MONTH

REPORTS MANAGER’S REPORT

 EMS

 EMA DIRECTOR

 FIRE

OLD BUSINESS

\*UPDATE\* Trunk or Treat

\*UPDATE\*

\*ACTION ITEM\*

\*ACTION ITEM\*

NEW BUSINESS

\*ACTION ITEM\* Family Connections Contract

\*ACTION ITEM\* Resolution R7-2017 P-Card

\*ACTION ITEM\* RVRC Planning and Zoning Technical Assistance Contract

\*ACTION ITEM\* New Horizons Behavioral Agreement

\*ACTION ITEM\* Group Health Insurance E-911 Authority

\*ACTION ITEM\* Executive Board of the Quitman Co. Family Connections Collaborative

\*ACTION ITEM\* Mobile Home Ordinance 1st reading

\*ACTION ITEM\*

EXECUTIVE SESSION

APPEARANCES

MEETING ADJOURN

**GEORGETOWN-QUITMAN COUNTY COMMISSION**

**REGULAR MEETING MINUTES**

**June 13, 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, Hayes, Blackmon, Kinsey, and Bussey. County Attorney Tracy Cary, County Manager Jason Weeks, Financial Officer Teri Odom, and County Clerk Carolyn Wilson.

**AGENDA AMENDMENTS- Motion made by Blackmon to amend the agenda to go into Executive Session. Second by Bussey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**PUBLIC COMMENT**

**APPROVAL OF BILLS**

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

**MINUTES**

May 9, 2017 Regular meeting**. Motion made by Bussey to approve the minutes with the correction of the word debri on page 16 to have an “s” added. Second by Hayes.** Voting Yes – Bussey, Kinsey, Hayes, Blackmon, and Lewis.

May 22, 2017 Work Session meeting. **Motion made by Hayes to approve the minutes of the work session. Second by Blackmon.** Voting Yes- Hayes, Blackmon, and Lewis. (Kinsey and Bussey did not attend meeting)

**MANAGER’S REPORT**

Jason presented backhoe quotes. Questions were addressed to both of the dealers Caterpillar and John Deere.

There is work being done at the bridge on Lower Lumpkin Road.

**Road Dept.**- The Road Dept. is getting caught up from cleaning up the storm damage. They have started cutting the ride-of-ways. Cleaned up around the gym and the Adult Learning Building.

Jason discussed the work that has been done at the Probate Office to prevent future flooding of the Probate Office.

He also discussed the work that has been done at the old machine shop to prevent future vandalism. It has been framed and boarded up.

Jason is in the process of changing our current vendor that we purchase our cleaning supplies from. We are going to start purchasing from Dade Paper. Dade paper will supply all dispensers for soap and paper towels at no charge.

Jason let everyone know that he received the cost estimates from Barrett-Simpson for the paving projects.

Commissioners set a work session for Monday June 19, 2017 at 9:00 a.m.

**Motion made by Blackmon to move forward with the purchase of the Yancey Caterpillar backhoe for $74,747.00 from T-SPLOST. Second by Hayes.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

Chairman Lewis wanted to remind the other Commissioners of the fish fry to be held at 12:00p.m. Wednesday June 14, 2017 at the community center for the Road Dept. to show their appreciation for the storm cleanup.

**OLD BUSINESS-**

 **CDBG-**Jason gave an update on the CDBG. Rick Morris has two different individuals that he is not able to get an agreement on the land acquisitions. **Motion made by Kinsey to move forward with condemnation on the two properties for the CDBG if nothing is agreed on by the work session. Second by Bussey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Gov’t Portal-** Chairman Lewis explained that Teri Odom, Jason Weeks, Carolyn Wilson, and himself had met with this company to discuss being able to use them to accept credit card payments throughout the County. One of the great features of this Company is that they are able to work with any accounting software. They specifically work with Cities and Counties. People would be able to pay online or in person. No set up charge. All fees are passed to the consumer.

**Naming Road-** Lewis explained that this is the County Road that runs between the metal building that is a church and Lewis Mortuary II. A name has been submitted which is Saliva who was the property owner. **Motion made by Bussey to go with the name of Saliva for the County Road that runs between the metal building and Lewis Mortuary II. Second by Kinsey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Area Agency on Aging Appointment-** Names that were suggested Mary Anderson, Joann Parkman, and Martha Kinsey. **Motion made by Hayes to have Mrs. Mary Anderson serve and Mrs. Martha Kinsey to be the alternate. Second by Blackmon.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**NEW BUSINESS-**

**ACCG Insurance Program-** ACCG released a press release stating that the Unified Gov’t of Georgetown-Quitman County will receive a dividend in the amount of $5103.00 and it will be applied in the form of a credit towards our property and liability premium for the 2017-2018 policy year. Our renewal contribution is $58,227.00 minus a safety credit of $2,911.00 and a dividend credit of $5,103.00 leaves our net contribution of $50,213.00.

**Trunk or Treat-** We do not currently have an ordinance for blocking off a street to have a special event. Commissioners will look over and discuss at the next regular meeting.

**01-2017 P-Card P2-2017-** Jason explained to the commission that the auditor Richard Wingate made a recommendation that in our Purchasing Card Policy the word “audit” should be changed to “review” . **Motion made by Blackmon to change the word “audit” to “review” in our Purchasing Card Policy. Second by Bussey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Group Health Insurance-** Lewis addressed the Commission regarding United Health Care, which is the current coverage that we have is going up in cost. He also explained the Aetna and the Blue Cross and Blue Shield policy that Teri Odom got quotes from. After a lengthy discussion, it was decided that this would be further discussed at the work session.

Lewis also explained that at the last E-911 meeting one employee of the Lower Chattahoochee Regional Authority that had Health Insurance was canceled because there was only one employee on the plan. Lewis wants to extend the offer to this employee our Group Health Coverage and the Director of E-911. This will be voted on at the work session.

**Library Board Appointment-** Willie Anderson agreed to continue to serve on the Library Board. **Motion made by Kinsey to reappoint Anderson to the Library Board. Second by Bussey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Funding for Library-** Lewis explained that we received a letter from Gary McNeely the Director of Kinchafoonee Regional Library requesting a $1,000.00 yearly increase in funding for the Library.

**EXECUTIVE SESSION** -**Motion made by Kinsey to go into Executive Session at 7:50. Second by Blackmon**. Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Motion made by Bussey to go back to Regular Session at 8:10. Second by Hayes.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis. Nothing was discussed in Executive Session that required a vote.

Jason stated that things are going great with Grady. He spoke with Tammye Atkinson and she advised that there had been some changes but all have been positive. Jason also stated that they have a very detail reporting and he will have a report at the next commission meeting.

**APPEARANCES –**

**MEETING ADJOURN**

Meeting adjourn at 8:10 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**

**JUNE 19, 2017**

**9:00 A.M.**

**CALLED TO ORDER**

The meeting was called to order at 9:00 a. m. with prayer. Members present were Commissioners: Hayes, Kinsey, and Blackmon. County Manager Jason Weeks, Financial Officer Teri Odom, and County Clerk Carolyn Wilson. Lewis is on the way. Bussey will not be attending.

**Health Insurance-** After a lengthy discussion about the Group Health Insurance and the different quotes that Teri Odom got a **Motion was made by Blackmon to go with Aetna Health Insurance. Second by Hayes.** Voting Yes-Blackmon. Voting No-Hayes, Kinsey, and Lewis. The Motion failed.

**A motion was made by Kinsey to renew with United Health Care Insurance with the cost increase being passed onto the employee. Second by Hayes.** Voting Yes-Hayes, Kinsey, and Lewis. Voting No-Blackmon.

 **P Card Ordinance 1st reading-** Change the word “audit” to “review”.

**Travel Reimbursement**- Jason explained to the Commissioners that there has been an issue with the $30.00 per day for meals. Jason asked would the Commission consider raising the amount per day for meals and would they want to change it to per diem per day. The commissioners discussed these questions and issues and decided that everything will remain the same in regards to the $30.00 per day for meals and if you do not turn in your receipts for meal’s you will not be reimbursed. This includes the elected officials and employees. In addition, all P-Card receipts need to be turned in as well.

 **Gov’t Portal- Motion made by Blackmon to move forward with the Gov’t Portal payment system. Second by Kinsey.** Voting Yes-Kinsey, Hayes, Blackmon, and Lewis.

**E-911 Authority Software**- Jason explained in order to move the accounting and payroll for E-911 Authority out of the Commission office we would need to purchase the Peachtree Software, which would be a cost of $1550.00 annually split between Quitman and Clay County. **Motion made by Kinsey to allow Teri Odom to do the accounting and payroll for E-911 Authority in the Commission office before 8:00 a.m., during lunch, or after 5:00 p.m. Second by Blackmon.** Voting Yes-Kinsey, Hayes, Blackmon, and Lewis.

**LMIG-** Jason went over the quotes from SOWEGA Engineering and Barrett-Simpson for the paving projects. He explained to the Commission that these quotes were not comparable because of the differences in the quotes. Paul Rakel and Mr. Barrett were present for the meeting. Jason explained also to the Commission that we have 3 years of LMIG banked at $364,236.74 plus 10% that we have to match would be a total of $400,660.41 minimum that we have to use. The Commission would like the two engineers to go back and give a quote that would be comparable. The Commission would also like to see some quotes on paving some heavily traveled dirt roads.

Kaigler Road and Hatcher Road are the first priority roads for the paving project. The Commission went ahead and gave specs to the two engineers to go ahead and start getting quotes ready.

**EXECUTIVE SESSION**

**APPEARANCES**

**MEETING ADJOURN**

Meeting Adjourn at 11:24 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**

**JUNE 26, 2017**

**9:00 A.M.**

**CALLED TO ORDER**

The meeting was called to order at 9:14 a.m. Members present were Commissioners: Lewis, Hayes, Kinsey, and Blackmon. County Manager Jason Weeks and County Clerk Carolyn Wilson.

The floor was open for budget discussion. This will only be a work session.

Lewis excused himself from the meeting.

Mr. Kinsey left at 10:00 a.m. no longer had a quorum.

Mr. Kinsey returned to the meeting at 3:45 p.m.

**EXECUTIVE SESSION**

**APPEARANCES**

**MEETING ADJOURN**

Meeting Adjourn at 5:30 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**

**JUNE 28, 2017**

**2:30 P.M.**

**CALLED TO ORDER**

The meeting was called to order at 2:41 p.m. with prayer. Members present were Commissioners: Hayes, Kinsey, and Blackmon. County Manager Jason Weeks, Financial Officer Teri Odom, and County Clerk Carolyn Wilson. Lewis is on the way. Bussey will not be attending.

**Motion made by Kinsey to accept the agenda. Second by Blackmon.** Voting Yes- Hayes, Kinsey, Blackmon, and Lewis.

**Family Connection**- Barbara Moushon stated that Mr. Johnson would be the speaker. Mr. Johnson, Community Support Specialist, explained that Georgia is the only state that funds with state dollars. This is done by every County in Georgia for Family Connection. He thanked the Commission for considering to be the Fiscal Agent for Family Connection. Mr. Johnson gave a handout at the meeting that answered frequently asked questions by fiscal agents’. (attached and made part of the minutes). Mr. Johnson stated that Ms. Crumbs was considered an employee of the Board of Education but at the end of this month that will end because the Board of Education is not going to be the fiscal agent any longer. Lewis stated that he needs to meet with Jason Weeks and Teri Odom after the holiday to further discuss making Ms. Crumbs an employee or under contract. Commissioner Bussey has some additional questions and Chairman Lewis stated he had not had a chance to speak with Commissioner Bussey. The questions that Commissioner Bussey has will be asked and answered when Lewis meets with Odom and Weeks. The FY is July 1-June 30 of each year. The commitment is for 1 year only. Any purchase of $1000.00 or higher has to be approved at State level. Mr. Johnson explained that Ms. Crumbs would follow the County policy for purchasing items that are in her budget. The question was asked whether Ms. Crumbs would have benefits and Mr. Johnson explained that if she were made an employee she would have the option for benefits if on contract there would be no benefits. Lewis asked Ms. Crumbs for a budget for 2018 and a job description. **Motion made by Kinsey to be the fiscal agent for the year 2017-2018 for Family Connections. Second by Hayes.** Voting Yes-Hayes, Kinsey, Blackmon, and Lewis. Voting No-Bussey.

**Budget-** Lewis spoke to everyone about the work session that was held on Monday June 26, 2017. The Commissioners discussed the short fall on the digest because some properties have depreciated.

The Commissioners spoke with Becky Fendley about cutting the proposed FY 2018 budget in her office. She stated that she could manage as long as others work with the Commissioners as well.

The Commission will send a letter as well as meet with each Constitutional Officer

No more than two Commissioners will meet at a time.

**EXECUTIVE SESSION** – **Motion made by Blackmon to go into Executive Session to discuss personnel at 4:31 p.m. Second by Bussey**. Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis. **Motion made by Blackmon to return to Regular Session at 4:50 p.m. Second by Bussey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis. Nothing was discussed in Executive Session that required a vote

**APPEARANCES**

**MEETING ADJOURN**

Meeting Adjourn at 4:54 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**

**JULY 10, 2017**

**10:00 A.M.**

**CALLED TO ORDER**

The meeting was called to order at 10:06 a.m. Members present were Commissioners: Lewis, Hayes, Bussey, and Blackmon. (Kinsey will not be attending). County Manager Jason Weeks, Sheriff B.J. Foster, Probate Judge Henry Balkcom IV, Clerk of Court Becky Fendley, and Tax Commissioner Mindy Moss.

The floor was open for budget discussion. The Commission asked the elected officials to work on trimming their budget.

**EXECUTIVE SESSION -Motion made by Blackmon to go into Executive Session to discuss personnel at 12:29 p.m. Second by Hayes**. Voting Yes- Bussey, Hayes, Blackmon, and Lewis. **Motion made by Blackmon to return to Regular Session at 12:46 p.m. Second by Hayes.** Voting Yes- Bussey, Hayes, Blackmon, and Lewis. Nothing was discussed in Executive Session that required a vote.

**APPEARANCES**

**MEETING ADJOURN**

Meeting Adjourn at 12:52 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