**AGENDA**

**GEORGETOWN-QUITMAN COUNTY, GEORGIA**

**REGULAR MEETING**

**OCTOBER 8, 2018**

CALL TO ORDER 6:30 PM

AGENDA AMENDMENTS

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

MONTH CHECK REGISTERS

APPROVAL OF BILLS

MINUTES

MONTH

REPORTS MANAGER’S REPORT

 EMS

 EMA DIRECTOR

 FIRE

 FAMILY CONNECTIONS

OLD BUSINESS

\*UPDATE\*

\*ACTION ITEM\*

NEW BUSINESS

\*ACTION ITEM\* Planning and Zoning Board appointment (Dennis Tollison)

\*ACTION ITEM\* LCRTA board - reappointment

\*ACTION ITEM\* Tax Assessor Appointment

\*ACTION ITEM\* DCA-Volunteers for DCA’s Annexation Arbitration Panels \*ACTION ITEM\*

\*ACTION ITEM\*

\*ACTION ITEM\*

\*ACTION ITEM\*

EXECUTIVE SESSION

APPEARANCES Dr. Rev. Manes Pierre-help improve Quitman Co. School

MEETING ADJOURN

**GEORGETOWN-QUITMAN COUNTY COMMISSION**

**REGULAR MEETING MINUTES**

**SEPTEMBER 11, 2018**

**6:30PM**

**CALLED TO ORDER** The meeting was called to order at 6:32 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.

**AGENDA AMENDMENTS-**

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

**PUBLIC COMMENT-** Librarian Betty Fair stated they received another Dollar General grant for $2000.00. She gave thanks to Sara Lee Crumbs for writing and applying for the grant.

**PREVIOUS MONTH CHECK REGISTER- Motion made by Blackmon to approve previous month check register. Second by Hayes.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**APPROVAL OF BILLS**

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

 **MINUTES**

August 14, 2018 Regular meeting minutes. **Motion made by Hayes to approve the minutes. Second by Kinsey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

August 27, 2018 Work session minutes. **Motion made by Kinsey to approve the work session minutes. Second by Hayes.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**MANAGER’S REPORT**

Weeks reported there were 26 EMS calls for the month of August 19 transports and 7 refusals. The response time was 14 minutes.

Weeks stated that construction is complete on the turning lane on 39 S by D & J Plastics. Weeks is getting quotes to update the old Dental building for EMS.

On September 22, 2018 there is going to be a Lake Shore Cleanup it will involve The Georgetown-Quitman County Rotary, Corps of Engineers and the Friends of Lake Eufaula. There will be a cook out at River Bluff Park in Georgetown. Dumpsters will be located there so that the trash picked up on the lake may be disposed of on the site.

**HATCHER & WINDING WAY ROAD PROJECT-** The bids came in but were higher than expected. He suggested that we go over the numbers in a work session.

**KAIGLER ROAD PROJECT-** Tim Simpsonhas new prices on the cost and he will explain that to you all. Simpson explained to the commission that the project started back in November 2017 at that time material was at a lower cost. The new cost for the Kaigler Road project, which will be repaving the existing road, widening, sidewalk and the paving the unpaved portion will cost $741,090.00. Simpson stated that with the approval of the County commission and the recommendation of the County Attorney, we will move forward with the project.

Simpson we on to the **HATCHER & WINDING WAY ROAD** projects he stated that the Hatcher road project was very high he added, that it was much higher than the Department of Transportation manual and his estimated cost. He recommends that the Winding Way project be done at this time, which would cost $357,717.00. **Motion made by Blackmon to move forward with the contract with Kaigler Road project and discuss Winding Way at a work session. Second by Hayes.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**RECREATION BOARD –** At the meeting on last night, they asked that you accept their request to release the $10,800 of the $25,000 grant account for the Pavilion. They have plans to continue by adding ceiling fans, picnic tables to the area and having electricity installed. M**otion made by Bussey to move forward with approving the $10,800. Second by Hayes.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**CHRISTMAS BACKPACKS-** Lisa Hagler addressed the Commissioners requesting that they be present on December 8, 2018 between the hours of one and four at the Quitman K-12 School for the Christmas Backpack give away. They gave away an estimate of 180 backpacks, served about 350 families, also cleaning supplies. This year it is called Christmas Backpacks 2018 and the plan is to be much greater than last year. If possible, we are open for another location that can be used as site 2. Looking to see the commissioners there.

**OLD BUSINESS-**

**NEW BUSINESS-**

**Agreement for maintenance of appraisal Records –** It was suggested that this be discussed in a work session on September 19, 2018 at 9:00 a.m. (Will Smith agreed attentively but would like to check with the other Assessors Board Members).

**Meeting Date - Motion made by Blackmon to move the October 9, 2018 meeting to October 8, 2018 due to commissioners training. Second by Kinsey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**Flu Shots –** A Health Clinic is being plan by the local Health Department to give flu shots at two locations the Commissioners Building and the County Court House. The date will be given later. Chairman Jerry Green of the Georgetown-Quitman County Water & Sewer Authority was present and agreed to include the employees from their department also. **Motion made by Kinsey to the county to pay for the shots for the county employees that do not have health insurance to cover the cost. Second by Bussey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**EMERGENCY SERVICES FEE-** Chairman Lewis explained that they are looking for ways to offset the cost of Fire Protection, EMS Services and Code Red. We are already collecting Fire Protection on the Solid Waste bills. It is our plan to attach the fee to the property tax bill**.** We are trying to find the best possible way to allow everyone to participate in paying for these services.We will table this and work on making ends to meet without cutting services. **Second by Hayes.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**EXECUTIVE SESSION-**

**APPEARANCES** –

**MEETING ADJOURN**

Motion to adjourn 8:00 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 MEETING MINUTES**

**SEPTEMBER 19, 2018**

**9:00 A.M.**

**CALLED TO ORDER** The meeting was called to order at 9:06 a.m. with prayer followed by the pledge. Members present were Commissioners: Lewis, Hayes, Kinsey and Bussey. County Manager Jason Weeks, County Clerk Carolyn Wilson, and Financial Officer Teri Odom.

Tax Assessor Board members present: Norma Hayes, Will Smith, and John Pritchett.

Bussey was present via phone.

**AGENDA AMENDMENTS-**

**COUNTY REVALUATION-** Chairman Lewis opened the floor to the Tax Assessors. Chairman Will Smith of the Tax Assessors board explained that the last time the County had a total revaluation was in 2008. Melzar Nye of Georgia Technical Appraisal Services has given a quote to do a total County revaluation with a cost of $33,000.00 per year over a 3-year period. After a lengthy discussion it was determined that, we have no funding to pay for the revaluation.

**LIBRARY-** Chairman Lewis explained that we received some information from the Georgia Public Library on the status of the new library. We are currently number two on the list but the list could change. It does not appear that we will drop below number 5 on the list.

**PRE-DISASTER MITIGATION PLAN-** Weeks explained that we are running behind on this but we were told by GEMA that we had to have this adopted by resolution by October 1, 2018.

RESOLUTION R19-2018 Adoption of Pre-Disaster mitigation plan. **Motion made by Blackmon to adopt the Pre-Disaster Mitigation Plan by Resolution. Second by Kinsey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**GEORGIA CHAMBER ANNUAL DUES- Motion made by Hayes to continue paying the annual dues for the Georgia chamber. Second by Kinsey.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**MOTOR GRADERS LEASE-** Weeks explained that we have a couple options on the motor graders. One option is to let CAT buy both of them back because we have a $125,000.00 guaranteed buy back. We have the option to purchase one or both for $125,000.00. We also have another option, which is to do a lease purchase. After a lengthy discussion a **Motion made by Kinsey to send out bid packages on one motor grader. Second by Hayes.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**LMIG WINDING WAY-** Weeks gave the total cost for resurfacing Winding Way Blvd. from the Northgate entrance all the way back around to Arrowhead is $357,717.00. This includes shoulder work and drainage. Our LMIG funds we have are $165,488.00. We would have to pull $192,299.00 from TSPLOST and our ending balance in TSPLOST would be $304,462.00

**Motion made by Blackmon to move forward with the Winding Way project. Second by Kinsey.** Voting Yes- Bussey, Kinsey, Hayes, Blackmon, and Lewis.

**KAIGLER ROAD PROJECT-** Weeks updated everyone on the Kaigler Road project. He advised that the project would begin around October 15, 2018. They project this to be a 60-day project and hope to be finished before Christmas.

**BLUE BUILDING-** Commissioner Blackmon stated that there are two people that are interested in purchasing the Blue Building that currently houses EMS. Mike McCabe with M & W Finance and Doug Blackmon with Doug Designs. The most current appraisal on the building is $275,000.00. Commissioner Blackmon wants to find out what the other commissioners would like to do with the building. **Motion made by Kinsey to list the blue building with a realtor for 90 days and if no offers we can start the bid process. Second Hayes.** Voting Yes-Bussey, Kinsey, Hayes, Blackmon and Lewis.

**BUDGET SPENDING FOR FY 2018-** Chairman Lewis stated that they have put a hold on overtime and we are currently reexamining some time sheets.

Commissioner Blackmon brought up a complaint he had received in regards to the traffic not stopping on the four lane for the school bus. Chairman Lewis asked Jason to get with Jerome Upshaw at the school and find out the state law and to ask for police presence when the school bus is operating.

It was discussed that if a deputy was attending school to become certified and they fail that we consider having them pay a portion or all of the training back to the County.

It was discussed about implementing a system to identify vehicles for asset control. Weeks mentioned that the auditor had mentioned doing this as well and actually had given a dollar amount to go by.

There was a lengthy discussion about all departments trying to cut and save money any way that they can. Jason will send a letter to each constitutional officer asking them to watch their part time help and any over time.

Chairman Lewis stated the Commissioners are over on their travel and education. He stated that he would like everyone to attend the annual conference in Savannah and then only one other training. If a commissioner were close to completing a track, he would like them to go ahead and finish that track to receive their credits.

Odom mentioned that the auditors would like to set up a meeting to meet with the Commissioners to go over the audit. Either Tuesday September 25th or Thursday September 27th.

**EXECUTIVE SESSION -**

**APPEARANCES**

**MEETING ADJOURN**

Motion to adjourn at 11:05 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 MEETING MINUTES**

**SEPTEMBER 25, 2018**

**10:00 A.M.**

**CALLED TO ORDER** The meeting was called to order at 10:40 a.m. with prayer followed by the pledge. Members present were Commissioners: Lewis, Blackmon, Hayes, and Kinsey. County Manager Jason Weeks, County Clerk Carolyn Wilson, and Financial Officer Teri Odom.

Tax Commissioner Mindy Moss. John DeLoach and Richard Wingate of DeLoach and Wingate.

Bussey was not present.

**AGENDA AMENDMENTS- Motion made by Kinsey to amend the agenda to add elections. Second by Hayes.** Voting Yes-Hayes, Kinsey, Blackmon, and Lewis.

**DELOACH AND WINGATE-** Richard Wingate of DeLoach and Wingate presented the FY 2017 audit and stated that he wanted to give a big thank you to the staff at the commission office for being so helpful. Wingate stated that on page 1, which is the Independent auditors report states that it is their responsibility to express opinions on financial statements based on their audit. After a lengthy explanation on the FY 2017 audit, he expressed the two findings that were noted in the audit as: 1.Absence of appropriate segregation of duties consistent with appropriate control objectives. 2. Evidence of failure to perform tasks that are part of internal control. DeLoach and Wingate gave recommendations to correct these findings as stated in the audit.

**TAX COMMISSIONER-** Mindy Moss the Tax Commissioner came to ask the Board of Commissioners about moving the due date for property taxes. She would like to have it moved to November 15 of each year. Ms. Moss would like to add a notice on the website that would let the public know due dates and what is expected in her office. She will need a resolution from the County by December 31, 2018 in order to change the due date next year.

**RESOLUTION R23-2018 GEFA LOAN #CW2017028- Motion made by Kinsey to move forward with Resolution R23-2018 for clean water GEFA Loan # CW2017028. Second by Blackmon.** Voting Yes-Kinsey, Hayes, Blackmon, and Lewis.

**RESOLUTION R24-2018 GEFA LOAN #DW2017028- Motion made by Kinsey to move forward with Resolution R24-2018 for drinking water GEFA loan #DW2017028. Second by Blackmon.** Voting Yes- Kinsey, Hayes, Blackmon, and Lewis.

Chairman Lewis stated the he and Jerry Green the Chairman of the Water Board Authority have had conversations about the segregation of duties that the auditors addressed. They have discussed different issues and ways to fix them.

Commissioner Blackmon mentioned the Blue Building and moving forward with allowing buyers to make an offer on the building until October 15, 2018. After that date, we will move forward on listing it with Baker Realty.

**EXECUTIVE SESSION -**

**APPEARANCES**

**MEETING ADJOURN**

Motion to adjourn at 11:05 A.M.

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Carvel Lewis, Chairman Danny Blackmon, Vice Chairman

\_\_\_\_\_\_\_\_\_Not Present\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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Jim Hayes, Commissioner Attest: Jason Weeks, County Manager