

The Agenda Setting Meeting of the Oconee County Board of Commissioners was held on Tuesday, February 28, 2017 at 7:00 p.m. in the Commission Meeting Chambers at the Oconee County Courthouse.

Members Present: Chairman John Daniell
Commissioner Mark Thomas
Commissioner Chuck Horton
Commissioner W. E. "Bubber" Wilkes
Commissioner Mark Saxon

Staff Present: Administrative Officer Jeff Benko, CPA
Daniel Haygood, County Attorney
Kathy Hayes, County Clerk
Tracye Bailey, Executive Assistant, Deputy Clerk
Bruce Thaxton, Fire Chief
Emil Beshara, Director, Public Works
Catlyn Vickers, Director, Animal Control
Wayne Haynie, Director, Utility Department
Wes Geddings, Director, Finance
Paula Nedza, Director, Information Technology
Lisa Davol, Deputy Director, Parks and Recreation

Media Present: Michael Prochaska, Editor, The Oconee Enterprise

Chairman Daniell began the Board Meeting with a moment of silence, and the Pledge of Allegiance was led by Commissioner Saxon.

Approval of Agenda:

On motion from Commissioner Horton and second by Commissioner Saxon, the Agenda was unanimously approved.

Statements and Remarks from Citizens:

Chairman Daniell explained to the audience that ample time will be given to comment regarding the Animal Shelter Feasibility Study.

Russ Page spoke regarding Transferable Development Rights (TDR) for preservation of farmland, historic and scenic sites. He stated there is a misconception about the program and the good it could do for Oconee County. Lee Becker spoke regarding restriction of citizen input at Board meetings. He asked that the Board consider additional options which allow citizens to speak prior to the Board taking action on agenda items. Dave Jackson read a quote and stated that citizens would like to be heard on many issues. Cindy McGarvey asked that the Board share with citizens the alternatives to be considered should the Calls Creek plant expand in the future.

Statements and Remarks from Commissioners:

None.

Public Hearing – Harden Hill Road Abandonment to City of Watkinsville

A public hearing was held regarding the abandonment of Harden Hill Road to the City of Watkinsville. At the Board meeting on February 7, 2017, the Board declared the abandonment of Harden Hill Road to be in the best public interest in order to become part of the City of Watkinsville road system. County Attorney Haygood stated that the abandonment would include Harden Hill Road from Main Street to Main Street.

Chairman Daniell asked for public comment. Dan Matthews, Councilman, City of Watkinsville, thanked the Board.

Lovett-Keller Ventures, LLC – Sewer Capacity Appeal

T. Wesley Robinson, Attorney, Hulsey, Oliver and Mahar, LLP appealed to the Board on behalf of Lovett-Keller Ventures, LLC to allow transfer of sewer capacity to 1261 Atlanta Highway from Westland subdivision. Mr. Robinson stated that the transfer does not create an increase in capacity and that his clients followed recommendations from the County regarding the transfer including a donation of a pump station on the property.

Steven Lovett, partner of Lovett-Keller, LLC, stated that the property had been marketed as a commercial property and was rezoned for residential development. He and his partner followed County requirements and included the donation of a pump station to the County.

Utility Director Wayne Haynie stated that the pump station was separate from the transfer of sewer capacity. Lovett-Keller quit claimed the pump station to the County. The County repaired and finished the pump station at a cost to the County of approximately \$250,000.00. Mr. Haynie stated that the transfer was suggested in an effort to work with the developer. At that time, a transfer of sewer capacity was allowed by the Wastewater Treatment Capacity Policy. At a later date, the County determined that capacity was overloaded at the LAS site.

Chairman Daniell thanked Mr. Robinson for coming to the meeting and stated that a decision regarding the appeal will be made in 30 days.

Bid Award – Fire Rescue Turnout Gear and Equipment

Fire Chief Bruce Thaxton presented to the Board the Bid Tabulation for Fire Turnout Gear and Equipment. Chief Thaxton recommended that the following vendors receive the bid award: FireLine, Inc. (Winder, GA) to provide gloves, gear bags, helmets and training foam in an amount not to exceed \$4,966.00; Municipal Equipment Company (Tifton, GA) to provide coats/pants/suspenders, boots, one set deluge tips in an amount not to exceed \$28,634.00; Municipal Equipment Services, Inc. (Charlotte, NC) to provide hoods and AR-AFFF Foam in an amount not to exceed \$4,573.00; and NAFECO (Decatur, AL) to provide 400 ft double jacket fire hose in an amount not to exceed \$1,080.00.

Chairman Daniell asked for public comment and there was none.

By consensus of the Board, this item was moved to the Consent Agenda of the March 7, 2017 Regular Meeting of the Board.

Animal Services Feasibility Study

Administrative Officer Jeff Benko stated Mr. Terry Tevis, Tevis Architects, was awarded the RFP for the Animal Control feasibility study in September 2016 and will present the facility assessment to the Board.

Mr. Tevis presented to the Board a new report which included updated graphics and a conceptual floor plan that were not included in the first report. He stated that the remainder of the report was the same. The purpose of the report is to provide a development plan to serve the Oconee County population through the year 2040; provide a facility to handle both impounding and adoption services; segregate animal holding areas for diseased animals; and provide an animal shelter within the recommendations of the Humane Society of the United States.

The current facility is 16 years old and contains approximately 6,228 square feet. Issues that need to be addressed with the current facility include future capacity; property and building drainage issues; lack of areas for sick or quarantined animals; no air conditioning in the dog kennels; no separation of fresh air areas for sick or quarantined animals; work flow concerns; work space used for multiple purposes; ADA accessibility; administrative offices; and ease of access for the public. The assessment does not recommend that the current facility be incorporated into the new facility.

Program areas to be considered in a new facility would include multiple animal containment areas; adoption services; community access; HVAC systems for offices, public areas, and animal areas; and outside exercise areas. A facility of approximately 9,300 square feet would be needed to accommodate the program and administrative areas with an approximate cost of \$2.9 million including building and equipment, but does not include land cost. Mr. Tevis stated that his assessment is to give insight and provide options for consideration for a new facility or upgrades to the current facility.

Animal capacity numbers, facility location, cost estimate and animal shelter building code requirements were discussed. Mr. Tevis stated that he will make needed revisions to the report and resubmit to the Commissioners.

St. Mary's Hospital – First Amendment to the Memorandum of Understanding for Emergency Medical Services

Administrative Officer Jeff Benko presented to the Board a First Amendment to the Memorandum of Understanding (MOU) with St. Mary's Hospital Emergency Medical Services by National EMS. The original MOU was executed July 1, 2013. St. Mary's Hospital requests that County Subsidy in Section 1 be amended to four equal quarterly installments of \$25,000.00 each. Mr. Benko asked that the Board authorize Chairman Daniell to sign and execute the First Amendment to the MOU with an effective date of July 1, 2017.

Chairman Daniell asked for public comment and there was none.

By consensus of the Board, this item was moved to the Consent Agenda of the March 7, 2017 Regular Meeting of the Board.

Organizational Structure Ordinance

Administrative Officer Jeff Benko presented to the Board recommendations for the "Ordinance Providing for Organizational Structure, Allocations of Duties among Certain Officials of Oconee County and Meetings Procedure" adopted August 4, 2009 as follows:

- Section Three – Administrative Officer - Change of "Administrative Officer" to "County Administrator" in Section Three and throughout the entire Ordinance and Exhibits.
- Section Five D) – Chairperson of the Board of Commissioners – Add the phrase "in coordination with Board members."
- Exhibit A – Organizational Chart – The Finance Director (budget) reports to the Commissioners. In matters other than the budget, the Finance Director reports to the County Administrator.
- Exhibit D – Budget Process & Procedures will be discussed with the FY2018 Budget Submittal Plan

FY2018 Budget Submittal Plan and Budget Public Hearing Schedule

Finance Director Wes Geddings presented to the Board the Proposed FY2018 Budget Submittal Plan and Budget Public Hearing Schedule, which decreases the number of presentations by Department Directors during the budget process. The Budget Submittal Plan and Public Hearing Schedule are in

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compliance with state law and local policy. The new plan offers more transparency with the proposed budget out to the public 29 days earlier than the previous budget schedule. Three public hearings will be held during the process.

Public Works Policy Updates

Private Street Name Signage Policy - Public Works Director Emil Beshara recommended the adoption of a policy for signage of private streets that intersect with County roads. The signage will allow emergency responders and the general public to easily find the streets. The recommendation is to provide and maintain only the road name sign. A uniform appearance will be established and funds to purchase the signs are available in the Public Works budget.

Cemetery Access Maintenance Policy - Mr. Beshara stated that occasionally Public Works is asked to provide maintenance to access seldom-used cemeteries. This request has been done in the past to assist a family with the burial of a family member. Mr. Beshara asks that the Board consider a limit of one, single-axle dump truck load of gravel for the access maintenance. He stated that a liability waiver and indemnification form would be required prior to work being started.

No Thru Truck Rule -- Mr. Beshara recommended that the Board amend the current No Thru Truck rule by redefining the word "truck" to "commercial motor vehicle" as referred to in O.C.G.A. § 40-1-1. Amendments to the definition would also include amending Section 602 of the Unified Development Code definition of "heavy truck" to "commercial motor vehicle." A change in road signage may be required.

Resolution to Adopt Policies for Criminal History Record Requirements (Alcohol Ordinance)

County Attorney Haygood presented to the Board a Resolution to adopt policies for criminal history record requirements. An audit is being conducted by the Georgia Crime Information Center (GCIC) of the Georgia Bureau of Investigation (GBI) for offices requiring licenses and fingerprints. Policies regarding Media Protection, Disciplinary/Personnel Sanctions, Man-Made/Natural Disaster, and Privacy Rights are required to be in compliance with the GBI/GCIC requirements.

Chairman Daniell asked for public comment and there was none.

By consensus of the Board, this item was moved to the Consent Agenda of the March 7, 2017 Regular Meeting of the Board.

Executive Session: On motion by Commissioner Saxon and second by Commissioner Wilkes the Board unanimously voted to adjourn into Executive Session at 8:50 p.m. to discuss potential litigation. No action was taken in Executive Session.

On motion by Commissioner Wilkes and second by Commissioner Horton, the Board adjourned Executive Session at 9:17 p.m. On motion by Commissioner Saxon and second by Commissioner Wilkes, the Board adjourned back into Regular Session.

There being no further business, on motion by Commissioner Wilkes and second by Commissioner Horton, the meeting was adjourned at 9:18 p.m.

County Clerk

Chairman

Date