

**WHITE COUNTY BOARD OF COMMISSIONERS**

**MINUTES OF THE WORK SESSION HELD**

**MONDAY, APRIL 22, 2013 AT 4:30 P.M.**

*The purpose of the work session is to discuss agenda items for the Regular Meeting to held Monday, May 6, 2013 at 4:30 p.m.*

The White County Board of Commissioners held a Work Session on Monday, April 22, 2013 at 4:30 p.m. in the Grand Jury Room of the White County Courthouse. Present at the Work Session were: Chairman Travis Turner, Commissioner Terry Goodger, Commissioner Lyn Holcomb, Commissioner Edwin Nix, Commissioner Craig Bryant, County Manager Michael Melton, Finance Director Vicki Mays, and County Clerk Shanda Murphy.

- DISCUSS OPTIONS FOR THE FY 2014 RENEWAL OF THE WHITE COUNTY EMPLOYEE BENEFITS PROGRAM.

Mr. Matt Bidwell, MSI Benefits, presented the renewal options for the FY 2014 Employee Benefits Program as follows:

	<u>Annual Premium</u>	<u>% Increase</u>	<u>Employee Cost</u>	<u>Net Annual Cost</u>	<u>Net % Increase</u>	<u>Annual Premium Difference</u>
<b>MEDICAL</b>						
<b>Alliant</b>						
Current - Base Plan (\$1,000 - 100%)	1,811,223		258,181	1,553,042		
Renewal	2,009,665	10.96%	261,054	1,748,611	12.59%	195,569
Renewal Option 1	1,911,556	5.54%	286,278	1,625,278	4.65%	72,236
Renewal Option 1A	1,911,556	5.54%	358,514	1,553,042	0.00%	0
<b>BCBSGA</b>						
Option 1	2,071,115	14.35%	262,587	1,808,528	16.45%	255,486
Option 2	1,935,493	6.86%	303,120	1,632,373	5.11%	79,331
Option 2A	1,935,493	6.86%	382,451	1,553,042	0.00%	0
<b>Cigna</b>						
Option (\$1,000-100%)	2,127,806	17.48%	235,578	1,892,229	21.84%	339,187
<b>Coventry</b>						
Option (\$1,000-100%)	2,352,610	29.89%	252,741	2,099,869	35.21%	546,826
Aetna declined to offer proposal						

It was confirmed that six (6) months (Jan 2014 – June 2014) of the new federal healthcare taxes and fees were embedded into the renewal options as presented. Mr. Bidwell also stated that premiums for the employee paid dental were increasing by 4.53%.

Chairman Turner stated that this item would be considered in the Called Meeting to follow the Work Session since the County was required to notify employees of any change in coverage by May 1, 2013.

- MS. HEATHER SINYARD, HILLBILLY HOG BBQ EVENT COORDINATOR, TO DISCUSS A SPONSORSHIP REQUEST FOR THE 2013 FESTIVAL.

Ms. Heather Sinyard, Hillbilly Hog BBQ Event Coordinator, requested funding in the amount of \$5,000.00 from Hotel / Motel Tax Proceeds to be utilized for promoting the event. She indicated that funds would flow through the White County Chamber of Commerce. Mr. Melton stated that the funds would be taken from the Hotel / Motel Funds which are part of the County's General Fund.

There was a consensus that this item would be placed on the May 6, 2013 Regular Meeting Consent Agenda.

- MR. MARK JOHNSON, PRESIDENT OF THE WHITE COUNTY HISTORICAL SOCIETY, TO PRESENT INFORMATION TO THE BOARD OF COMMISSIONERS REGARDING CURRENT ACTIVITIES.

Mr. Mark Johnson expressed the White County Historical Society's appreciation to the White County Board of Commissioners for the continued funding from Hotel / Motel Tax Proceeds. He also reviewed all the activities which the historical society offers for local residents as well as tourists visiting White County.

- MR. CHRIS MCDOWELL, CSI SOFTWARE, TO PRESENT INFORMATION REGARDING OPPORTUNITIES FOR UPGRADING WHITE COUNTY'S FINANCIAL, HUMAN RESOURCES, PERMITTING, AND LICENSING SOFTWARE.

Mr. McDowell presented options to the Board of Commissioners for upgrading the Open Windows Financial Software as well as replacing the two separate vendors providing fixed asset management (Sage) and Licensing / Permitting (Energov) – in one complete software package called Smart Fusion. He presented these options as an upgrade to the current software, since White County has had the Harris Open Windows Financial Software over thirteen (13) years. He indicated that Harris was the parent company of CSI and Harris was no longer upgrading the Open Windows Software. The cost presented for the purchase of the Smart Fusion Software was \$70,310.50 with an annual maintenance fee of \$12,000.00 compared to the current maintenance fee of \$17,000.00 for the three (3) software products being used at this time. Mr. McDowell highlighted Smart Fusion's upgraded reporting features as well as features that would increase efficiency. Mr. Melton stated that he recommended the County acquire this software as an upgrade and the purchase be funded by the Fiscal Year 2013 contingency.

There was a consensus that this item would be placed on the May 6, 2013 agenda as a new business item for further discussion.

- PRESENTATION OF THE GEORGIA MOUNTAINS REGIONAL COMMISSION PUBLIC PROTECTION CLASSIFICATION RATING ASSESSMENT FOR WHITE COUNTY.

Mr. Adam Hazel, with the Georgia Mountains Regional Commission (GMRC), presented a Public Protection Classification Rating Assessment for White County – which he had completed at the request of the County Manager. He summarized that in looking at the County’s current Insurance Standards Organization (ISO) Rating he had determined that in order for the County to get the “biggest bang for their buck”, it would be most beneficial for funds to be invested in equipment and personnel as opposed to new fire stations. He emphasized that the ISO Rating was made up of several different factors; however the County residents would not benefit as much from additional stations as they would from equipping and manning the current stations. Mr. Hazel offered the GMRC’s services to the County in the event that the County wanted to look at grant funding or loan options as well as developing a capital purchasing plan for the Fire Services Division.

There was a consensus that a recent decision to hire additional paid staff for the Fire Department and the approval for the purchase of additional equipment was in line with Mr. Hazel’s determination.

No further action was required on this item.

- DISCUSS AWARDING THE CONTRACT FOR PAVING OF THE PUBLIC SERVICE ROAD AT THE MAUNEY BUILDING.

Mr. Melton stated that bids were due on paving of the public service road at the Mauney Building project on April 11, 2013 – with three (3) bids being opened at the bid opening; however there was a fourth (4<sup>th</sup>) bid that was received by mail and it could not be determined whether the bid was delivered before or after the bid opening; therefore it was Mr. Melton’s recommendation to re-bid the project.

There was a consensus of the Board that the project should be re-bid due to the confusion surrounding the fourth (4<sup>th</sup>) bid received by mail.

- DISCUSS SENATE BILL 83, WHICH AUTHORIZES THE USE OF CREMATION FOR COUNTY FUNDED BURIALS OF PAUPERS.

Mr. Melton reviewed SB 83 with the Board of Commissioners regarding provisions of indigent burial within White County. He clarified that although the legislation did add cremation as an option for indigent burial; it did not allow for counties to require indigent burials to be done by cremation. Ms. Shanda Murphy stated that the arrangements for the method of internment were made by the applicant of indigent burial and funeral home – the County paid \$800.00 on each case.

There was a consensus that the County needed to develop a policy for the processing of indigent burial applications.

- DISCUSS BIDDING OF THE COMMERCIAL WASTE DUMPSTER ACCOUNTS AT VARIOUS WHITE COUNTY FACILITIES.

Mr. Melton presented a summary of the current commercial waste services provided to the County at various County facilities – totaling twelve (12) accounts in all and a total expense of approximately \$7,332.00 per year. Commissioner Bryant stated that he recommended bidding out this service, as it had not been bid out during the time he had been on the Board.

There was a consensus that this service would be bid out – with the results to be brought back to the Board of Commissioners at a later date.

- DISCUSS THE PROPOSED REVISIONS TO THE ENOTAH JUDICIAL CIRCUIT INTERGOVERNMENTAL AGREEMENT – TO BE CONSIDERED AT THE MAY 2, 2013 ENOTAH JUDICIAL CIRCUIT MEETING.

Mr. Melton presented the Board with a revised Intergovernmental Agreement (IGA) for the Enotah Judicial Circuit – which would be considered by the four circuit counties (Lumpkin, Towns, White, Union) at the May 2, 2013 Enotah Judicial Circuit Budget. He stated that the present agreement was outdated and the main objective in the staff drafting the revised IGA was to develop a document that reflected the actual administration of the circuit’s budget. He also stated that staff was recommending the addition of a Circuit Financial Administrator position which would assume all responsibilities for the financial administration of the entire circuit budget – which is currently divided across three (3) of the circuit counties (Lumpkin, White, Union). Mr. Melton also indicated that additional revenue options would be presented at the May 2 meeting – which had been identified as an option for funding the position. He expressed that staff believed this central position would increase efficiencies in in the financial administration of the circuit budget.

There was no action necessary for this item of business, as it would be considered at the May 2, 2013 Enotah Judicial Circuit Meeting.

- DISCUSS THE PROPOSED ANNEXATION BY THE CITY OF CLEVELAND OF 0.805 ACRES LOCATED IN LAND LOT 41 OF THE 2<sup>ND</sup> LAND DISTRICT.

Mr. Melton presented the Board with the City of Cleveland’s proposed annexation of 0.0805 acres along Hope Drive. He stated that he had reviewed the information submitted by the City of Cleveland and did not see any concerns with the annexation of this property into the City of Cleveland. There was a consensus that the Board was in support of this annexation as long as all utility, public safety service, road issues, etc. were also the City’s responsibility. Mr. Melton affirmed that Hope Drive is a private road, so there would be no issues of county road maintenance; however he would convey the Board’s position in a letter to the City once the Board voted on the issue.

There was a consensus that this item would be addressed at the Called Meeting to follow the Work Session.

- WHITE COUNTY SHERIFF'S OFFICE TO PRESENT INFORMATION TO THE BOARD REGARDING RECORDS MANAGEMENT SOFTWARE (RMS) & JAIL MANAGEMENT SOFTWARE (JMS).

Chief Deputy Bob Ingram made a presentation to the Board regarding the White County Sheriff's Office's need for Records and Jail Management Software. He stated that the staff had interviewed several vendors and the vendor of choice was Interact – which currently provides the Computer Aided Dispatch (CAD) system for White County E-911. He added that by E-911 using the same software would a great benefit since the calls for service originate there and would flow through the records management and jail management process. Chief Ingram confirmed this was a non-budgeted item. Sheriff Neal Walden emphasized to the Board that current processes handled in his department were very manual due to not having a modern software system. Chief Ingram also stated that having the processes that this software would allow, would be a benefit to the White County Sheriff's Office on their efforts to obtain State Certification of the agency.

There was a consensus that this item would be placed in the new business section of the May 6, 2013 Regular Meeting agenda for consideration.

- REVIEW THE AGENDA FOR THE MONDAY, MAY 6, 2013 REGULAR MEETING.

The agenda for the May 6, 2013 Regular Meeting was reviewed and approved.

The minutes of the April 22, 2013 Work Session were approved by the White County Board of Commissioners.

May 6, 2013

s/Shanda Murphy  
Shanda Murphy, County Clerk