

WHITE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE CALLED MEETING HELD

MONDAY, MARCH 31, 2014 AT 4:30 P.M.

The White County Board of Commissioners met for a Work Session and Called Meeting on Monday, March 31, 2014 at 4:30 p.m. in the Board Room at the White County Administration Building. Present at the meeting 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.

Chairman Turner asked if the Board would consider entering into the Called Meeting instead of holding this as a separate meeting following the Work Session, since both were advertised to start at 4:30 p.m., as holding the Called Meeting would allow the Board to act on any items of business necessary.

Upon a motion made by Commissioner Goodger, seconded by Commissioner Holcomb there was a unanimous vote to enter into a Called Meeting.

Chairman Turner called the meeting to order.

Ms. Lynn Adams, Director of the White County YMCA, presented a proposed plan regarding renovations to the gym stage and the addition of a mobile classroom trailer to the Asbestos Road Park in order to provide space for expanding programs. She estimated the total cost for the project would be \$25,614.00 with the YMCA providing \$5,614.00 in labor; therefore she was requesting the County fund the remaining \$20,000.00.

The Board complimented Ms. Adams on the growth of the YMCA and briefly discussed future expansion plans to recreational facilities on the OTP Property, with the need to prioritize the projects. They asked that this item be placed on the April Work Session agenda and that Mr. Melton provide them with the year of the trailer and a report on the condition of the trailer from Building Inspection.

Mr. Kevin Hamby, CHA / SPLOST, provided a brief SPLOST Status Report – stating that monthly collections were down approximately 7%; however this was a trend across other counties as well.

The Board reviewed the request submitted by the White County Tax Commissioner on behalf of Mr. Steve Hooper for a refund of the penalties and interest for 2010, 2011, 2012, and 2013 personal property taxes in the amount of \$623.56.

Ms. Shanda Murphy stated that Mr. Hooper had indicated that he did not wish to appear before the Board of Commissioners; however the request was required to be addressed by the Governing Authority according to State law and a statement was provided by Mr. Hooper on the release request form stated that the building and contents were leased to another person who was

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responsible for the taxes – he was not made aware of the taxes due until they had become delinquent.

There was a consensus that if Mr. Hooper wanted to request a refund, he would need to appear before the Board of Commissioners and they would not be willing to consider approval of the refund of penalties and interest at this time.

Mr. Melton informed that the Board that the Series 2010 Revenue Bonds, which were issued for the construction of the White County Detention Center, would not be eligible for pre-payment until January 1, 2016 at which time the principle due would be \$4,955,000.00 and interest through the remainder of the ten (10) year term would be \$395,430.25.

A request from Ms. Cindy Cannon, Tax Commissioner, was presented for the compensation adjustment of the staff in her office relative to the recently instituted Title Ad Valorem Tax (TAVT) and the 1% administrative fee collected for the administration of this tax. Since March 2013 the administrative fee collected was \$14,507.60. Ms. Cannon had revised the job descriptions of those positions under her supervision, adding the additional duties required in the collection of TAVT. These salary adjustments would be a total increase of \$4,341.60 for the remainder of the FY 14 budget year.

Upon a motion made by Commissioner Holcomb, seconded by Commissioner Nix there was a unanimous vote to approve the requested salary adjustments for the White County Tax Commissioner's Office Staff and to approve any budget amendment necessary.

Mr. Melton stated that the Board had asked for information regarding possible merit increases for the FY 15 budget, as opposed to doing an across the board cost of living increase. The Board was provided information that a 2.5% merit increase would cost approximately \$185,493.00, a copy of the merit increase policy, and a copy of the annual performance appraisal form which is used to document employee performance.

Commissioner Bryant stated that he felt there were still several factors to evaluate before the Board could determine the amount of salary increase to be considered. Chairman Turner emphasized the importance of salary increases being based on performance and not only attracting quality employees, but also being able to retain quality employees. Commissioner Goodger clarified that if merit increases were approved – the Board of Commissioners would designate the overall percentage increase for departmental budgets and the Elected Officials / Departments would decide how those funds were distributed based on performance. Ms. Murphy stated that in the current classification / compensation system merit increases are based on 2.5% increments between each step within the designated grade.

Mr. Melton stated that the Board of Commissioners could establish a percentage amount increase for the FY 15 budget for salaries and the Elected Officials / Department Heads can disburse the merit increases in 2.5% increments to their staff based on performance.

There was a consensus that the issue of merit increases would be dealt with during the budget planning process.

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Commissioner Bryant stated that the County needed a policy to establish how many “snow” days would be paid to County employees during the year. He further stated that this winter there had been unusually bad weather; however he felt that five (5) snow days, twelve (12) holidays, and vacation was excessive and a policy was needed. Commissioner Goodger stated that the majority of employees were required to work during the inclement weather – including the Sheriff’s Office, E911, Fire Department, and the Road Department. There was a consensus that this item would be tabled at this time.

Mr. Melton presented a proposed contract with the Georgia Department of Corrections for a ten (10) person detainee work detail. He stated the detail could be used at the Road Department, in the County Maintenance Department, at the Animal Shelter, and at the YMCA. The contract cost was \$39,500.00 per year and in addition the County would be required to provide a van and radio for the transportation of the inmates. He indicated that the County would have to purchase a van at an approximate cost of an additional \$35,000.00. Mr. Melton recommended that this contract be considered in the FY 15 Budget process, with an effective date of July 1, 2014. There was a consensus that this item would be tabled at this time.

Upon a motion made by Commissioner Goodger, seconded by Commissioner Holcomb there was a unanimous vote to designate Commissioner Nix as White County’s representative for the ACCG Annual Conference / Centennial Celebration.

Mr. David Murphy, Director of Public Safety, requested the Board’s approval for the purchase of three (3) thermal imaging cameras for the Fire Department. These would be purchased from ISG in an amount not to exceed \$26,550.00. He stated these particular cameras could only be purchased from this vendor in Georgia, would be identical and interchangeable with the three (3) cameras previously purchased and this purchase would put a thermal imaging camera in every fire station. Mr. Murphy stated this was a budgeted item.

Upon a motion made by Commissioner Bryant, seconded by Commissioner Goodger there was a unanimous vote to approve the purchase of three (3) thermal imaging cameras by the White County Fire Department from ISG (sole source for existing equipment) in an amount not to exceed \$26,550.00.

Mr. Melton informed the Board of Commissioners that proposals for the Event Park Site Electrical would be in on Friday, April 4 and would be brought before the Board at the Monday, April 7, 2014 Regular Meeting for consideration. He clarified for the Board that the site electrical was included in the project budget.

Mr. Melton stated that in reference to the options for the reopening of Claude Sims Road, he had contacted CHA for an estimate on preliminary engineering in order to establish an estimate for the project and he would have that information available to the Board at the next work session. Commissioner Nix asked staff to contact Rochester & Associates for information on engineering previously done on this project approximately fourteen (14) years ago. Chairman Turner asked Mr. Melton to contact Dr. Jeff Wilson, School Superintendent, to insure that everyone was on the same page with the project since this did involve school property and connecting school sites.

March 31, 2014 – Called Meeting Minutes (continued)

Chairman Turner stated that he had requested that each Commissioner to look at the unpaved roads in their Districts and develop a list of roads which they would like to see paved in order for the Board of Commissioners to establish a priority list for paving projects beginning in Fall 2014 with the goal being for funds to be spread evenly throughout the four districts. Commissioner Nix asked that the focus be on what is best overall for the County in looking at traffic counts, the cost for the County to maintain the unpaved roads, functional classification etc. Mr. Doug Dockery, Road Department Director, said he would have an updated report to the Board by the next work session showing the current details on the unpaved County roads.

The Board directed staff to do further research on requirements for considering Sunday alcohol package sales and to present this information at the next work session.

There was a consensus that the FY 2015 Budget Planning Meeting would be held on Tuesday, April 22, 2014 in the Board Room beginning at 8:30 a.m.

There was a consensus that a public forum for a proposed land use ordinance would be set for Thursday, May 1, 2014 6:00 p.m. to 7:30 p.m. at the White County Senior Center. This forum will be held in the same “open house / drop-in” format as the previous forums. Chairman Turner stressed that the purpose of these forums was to receive citizens input on the proposed ordinance in an effort to have a document for consideration on the November 4, 2014 ballot. Mr. Melton stated that the referendum language should not reference a specific document; however should address the issue of land use being implemented in a general manner.

Chairman Turner stated that holding a planning session periodically with the City of Cleveland and the City of Helen would be beneficial. There was a consensus that schedules were very busy at this time of the year and it would be best to wait until after the FY 2015 Budget was adopted to set a date.

The upcoming mid-year board appointments were reviewed as would be advertised to the public: White County Chamber of Commerce Board of Directors, White County DFACS Board, White County Development Authority, White County YMCA Board, White County Water Authority, White County Building Authority, and the Region 1 DBHDD Board.

The agenda for the Monday, April 7, 2014 Regular Meeting was reviewed and approved.

Upon a motion made by Commissioner Holcomb, seconded by Commissioner Bryant there was a unanimous vote to enter into Executive Session in order to discuss personnel.

-See Attached Closed Meeting Affidavit-

Minutes of the Executive Session are sealed and maintained by the County Clerk pursuant to O.C.G.A. §50-14-1(e)(2)(C).

Upon a motion made by Commissioner Nix, seconded by Commissioner Bryant there was a unanimous vote to exit Executive Session.

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Upon a motion made by Commissioner Goodger, seconded by Commissioner Nix there was a unanimous vote to adjourn the meeting.

The minutes of the March 31, 2014 Called Meeting are hereby approved as stated this 7th day of April, 2014.

WHITE COUNTY BOARD OF COMMISSIONERS

s/Travis C. Turner

Travis C. Turner, Chairman

s/Terry Goodger

Terry D. Goodger, District 1

s/Lyn Holcomb

Lyn Holcomb, District 2

s/Edwin Nix

Edwin Nix, District 3

s/Craig Bryant

Craig Bryant, District 4

s/Shanda Murphy

Shanda Murphy, County Clerk