

**PIERCE COUNTY BOARD OF COMMISSIONERS  
CALLED MEETING AGENDA  
TUESDAY, DECEMBER 16, 2019 AT 6:00 PM**

Commissioners in attendance	Neal Bennett, Chairman Harold Rozier, District 1 Mike Streat, District 2 David Lowman, District 4
Commissioners not in attendance	Randy Dixon, District 3
Staff in attendance	Franklin Rozier, County Attorney Jason Rubenbauer, County Manager

**CALL TO ORDER** – Chairman Bennett called the meeting to order at 6:00 PM

**INVOCATION/PLEDGE OF ALLEGIANCE** – Commissioner Mike Streat gave an invocation and led the pledge of allegiance

1. Award of bid on culvert pipe for Cason Road Project. County Manager Rubenbauer recommended that the bid be awarded to Southeast Pipe Survey, Inc in the amount of \$159,580.00 for the 19 pipes.

Commissioner David Lowman made a motion to award the bid for the Cason Road culvert pipes to Southeast Pipe Survey in the amount of \$159,580.00 for the 19 pipes. Commissioner Mike Streat seconded the motion, all voted aye. Motion approved.

2. Approval of 2020 Budget Resolution – County Manager Rubenbauer presented the 2020 budget resolution and position control ordinance.

2020 General Fund Budget, E911 Budget and Recreation Fund Budget & Position Control ORDINANCE

AN ORDINANCE TO PROVIDE FOR THE RAISING OF REVENUES AND THE APPROPRIATION OF FUNDS FOR PIERCE COUNTY, GEORGIA, FOR THE FISCAL YEAR 2020 BEGINNING JANUARY 1, 2020 AND ENDING DECEMBER 31, 2020 TO PROVIDE FOR THE OPERATIONS OF GOVERNMENT DEPARTMENTS, BOARDS, AGENCIES, ELECTED OFFICES, AND OTHER GOVERNMENTAL ACTIVITIES; TO PROVIDE FOR THE LEVEL OF PERSONNEL AUTHORIZED FOR THE VARIOUS DEPARTMENTS AND AGENCIES; TO PROVIDE FOR CAPITAL EXPENDITURES; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE EFFECTIVE DATES; AND FOR OTHER PURPOSES.

WHEREAS, the Board of Commissioners of Pierce County, Georgia did meet on December 16, 2019 to discuss and consider the general operating, E911 and recreation fund budgets for the fiscal year 2020. And,

WHEREAS, Georgia Code Section 36-81-3(d) (2) allows for the Board of Commissioners to appoint a county official to authorize budget transfers below the legal level of control. And,

WHEREAS, the legal level of control will be set at the Summary Line Item Level for the 2020 Budget and the definition of summary line item will be the following major classifications within the budget; Personnel, Purchased/Contract Services, Capital Outlay, and Debt Service.

NOW THEREFORE, BE IT ORDAINED by the County Commissioners of Pierce County, by virtue of the authority vested in them by law, as follows:

Section I. The sums of money as summarized in Exhibit A attached hereto and made a part of this Ordinance, shall be and are hereby adopted as the Operating Budget for the General Fund, E 911 Fund & Recreation Fund of Pierce County Fiscal Year 2020 (FY20), beginning January 1, 2020 and ending December 31, 2020.

Section II. The total appropriation of funds for all departments and agencies shall be \$ 9,482,450.00 – General Fund, \$ 366,982.00 – E911 Fund, and \$ 410,500.00 – Recreation Fund as provided for in the attached budget.

A detail statement of this budget is attached hereto as Exhibit “A” and a position control count document is attached hereto as Exhibit “B” and is incorporated by reference.

PIERCE COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Neal Bennett, Chairman

Attest: \_\_\_\_\_

Amy Hitt, County Clerk

2020 General Fund Proposed				EXHIBIT A
Department Budgets				12/16/2019
REVENUE	ACTUAL 2018	BUDGET 2019	YTD 8/31/2019	PROPOSED 2020
Fund Balance				\$ -
Property & Other Taxes	\$ 7,814,275	\$ 7,495,000	\$ 6,388,447	\$ 8,365,000
Fees & Permits	\$ 157,772	\$ 119,000	\$ 111,652	\$ 140,500
Charges for Services	\$ 938,441	\$ 1,036,300	\$ 627,090	\$ 516,850

Fines and Forfeitures	\$ 177,732	\$ 217,370	\$ 128,389	\$ 180,600
Investment Income	\$ 9,690	\$ 11,500	\$ 28,853	\$ 10,500
Intergovernmental	\$ 245,076	\$ 110,000	\$ 68,446	\$ 110,000
Miscellaneous Revenue	\$ 144,249	\$ 348,500	\$ 83,343	\$ 159,000
Other Financing Sources	\$ -			\$ -
TOTAL REVENUE	\$ 9,487,234	\$ 9,337,670	\$ 7,436,221	\$ 9,482,450
TOTAL EXPENDITURES	\$ 9,379,593	\$ 9,287,670	\$ 5,704,440	\$ 9,482,450
EXPENDITURES	ACTUAL 2018	BUDGET 2019	YTD 8/31/2019	PROPOSED 2020
County Commissioners	\$ 69,178	\$ 77,260	\$ 43,417	\$ 81,180
Chairman	\$ 41,672	\$ 46,085	\$ 26,114	\$ 46,944
County Manager	\$ 93,119	\$ 97,171	\$ 62,965	\$ 100,771
County Clerk	\$ 68,080	\$ 71,908	\$ 42,464	\$ 75,724
Elections	\$ 149,320	\$ 122,754	\$ 58,085	\$ 182,636
Finance	\$ 174,595	\$ 176,541	\$ 126,327	\$ 191,298
Legal Counsel	\$ 29,895	\$ 18,566	\$ 12,398	\$ 18,886
Information Technology	\$ 64,029	\$ 31,000	\$ 35,616	\$ 47,500
Human Resources	\$ 37,220	\$ 40,174	\$ 21,755	\$ 3,175
Tax Commissioner	\$ 266,796	\$ 303,346	\$ 183,883	\$ 303,810
Tax Assessor	\$ 312,544	\$ 293,106	\$ 182,653	\$ 307,038
Risk Management	\$ 181,253	\$ 205,000	\$ 181,505	\$ 205,000
Planning & Codes	\$ 99,887	\$ 107,382	\$ 56,477	\$ 105,824
Administration TOTAL	\$ 1,587,587	\$ 1,590,293	\$ 1,033,660	\$ 1,669,785

Courthouse Bldg	\$ 183,556	\$ 104,000	\$ 52,386	\$ 141,100
Carter Ave	\$ 10,007	\$ 14,500	\$ 8,750	\$ 8,750
Nichols St Bldg	\$ 104,808	\$ 123,351	\$ 72,713	\$ 126,247
Grady Street School	\$ 3,523	\$ 4,000	\$ 2,536	\$ 4,000
EMA Building	\$ 16,199	\$ 7,850	\$ 7,036	\$ 7,850
Health Dept Bldg	\$ 7,291	\$ 6,650	\$ 1,844	\$ 1,650
College Ave	\$ 88,143	\$ 79,600	\$ 76,322	\$ 200,358
Grady Street Headstart	\$ 696	\$ 500	\$ -	\$ 500
Hendry St	\$ 21,487	\$ 23,500	\$ 12,199	\$ 24,500
Buildings TOTAL	\$ 435,711	\$ 363,951	\$ 233,786	\$ 514,955
EXPENDITURES	ACTUAL 2018	BUDGET 2019	YTD 8/31/2019	PROPOSED 2020
Superior Court	\$ 87,374	\$ 90,948	\$ 53,792	\$ 85,898
Clerk of Court	\$ 310,762	\$ 304,354	\$ 197,333	\$ 311,520
Board of Equalization	\$ 3,758	\$ 4,700	\$ 633	\$ 4,500
State Court	\$ 87,904	\$ 97,564	\$ 62,842	\$ 98,368
Solicitor General	\$ 78,371	\$ 84,776	\$ 54,642	\$ 89,621
Magistrate Court	\$ 176,859	\$ 186,069	\$ 111,893	\$ 190,908
Probate Court	\$ 144,135	\$ 147,431	\$ 93,743	\$ 150,223
Juvenile Court	\$ 21,925	\$ 26,050	\$ 16,954	\$ 25,550
Court Services TOTAL	\$ 911,087	\$ 941,892	\$ 591,831	\$ 956,588
Sheriff Admin	\$ 335,311	\$ 297,828	\$ 206,945	\$ 308,185
Criminal Investigation	\$ 257,611	\$ 271,304	\$ 178,394	\$ 284,418
Deputies	\$ 806,116	\$ 720,709	\$ 455,499	\$ 811,731

Resource Officer	\$ 20,842	\$ 44,748	\$ 25,847	\$ 43,293
Jail Operations	\$ 1,545,150	\$ 1,502,649	\$ 984,056	\$ 1,639,410
Work Detail	\$ 116,904	\$ 91,018	\$ 64,458	\$ 134,898
Court Services	\$ 21,093	\$ 22,167	\$ 11,245	\$ 26,540
Animal Control	\$ 22	\$ 1,500	\$ -	\$ 1,500
Office of the Sheriff TOTAL	\$ 3,103,049	\$ 2,951,923	\$ 1,926,444	\$ 3,249,975
Fire	\$ 80,007	\$ 92,812	\$ 75,350	\$ 252,482
EMS	\$ 928,427	\$ 1,029,796	\$ 428,593	\$ 352,500
Coroner	\$ 30,655	\$ 29,823	\$ 22,052	\$ 33,513
EMA	\$ 67,306	\$ 66,188	\$ 17,307	\$ 20,425
Other - Public Safety TOTAL	\$ 1,106,395	\$ 1,218,620	\$ 543,302	\$ 658,920
Road Dept Admin	\$ 101,204	\$ 97,981	\$ 63,299	\$ 104,027
Road Unpaved Streets	\$ 689,709	\$ 662,464	\$ 449,898	\$ 746,476
Road Maintenance	\$ 227,746	\$ 179,000	\$ 150,538	\$ 278,800
Road Shop	\$ 15,918	\$ 16,900	\$ 5,945	\$ 18,400
Solid Waste Disposal	\$ 491	\$ 800	\$ 825	\$ 800
Post Closure Landfill	\$ 31,245	\$ 21,000	\$ 11,315	\$ 21,000
Road Department TOTAL	\$ 1,066,313	\$ 978,144	\$ 681,820	\$ 1,169,503
General Admin - RDC/ACCG/Dues	\$ 25,580	\$ 22,000	\$ 16,880	\$ 22,000
District Attorney	\$ 58,261	\$ 58,100	\$ 33,761	\$ 58,100
Public Defender	\$ 109,347	\$ 72,000	\$ 72,585	\$ 98,949

Health Dept Admin	\$ 94,179	\$ 94,179	\$ 58,878	\$ 94,179
DFACS	\$ 5,593	\$ 31,122		\$ 31,122
Soil & Water Conservation	\$ -	\$ -	\$ 45	\$ -
Forest Services	\$ 11,873	\$ 12,439	\$ 11,548	\$ 12,439
Mandated TOTAL	\$ 304,833	\$ 289,840	\$ 193,696	\$ 316,789
EXPENDITURES	ACTUAL 2018	BUDGET 2019	YTD 8/31/2019	PROPOSED 2020
Seniors	\$ 48,276	\$ 48,164	\$ 32,404	\$ 58,164
Transit	\$ 204,995	\$ 160,000	\$ 72,104	\$ 158,000
County Agent	\$ 88,599	\$ 106,371	\$ 64,588	\$ 117,920
Library Admin	\$ 77,000	\$ 75,000	\$ 55,156	\$ 77,000
Economic Dev- IDA/CHAMBER	\$ 120,000	\$ 143,160	\$ 95,440	\$ 143,160
Transfers out - 911 & Recreation	\$ 275,747	\$ 270,313	\$ 180,209	\$ 316,692
Other TOTAL	\$ 814,617	\$ 803,007	\$ 499,901	\$ 870,936
Contingency/Salary Adjustments	\$ 50,000	\$ 150,000		\$ 75,000
TOTAL EXPENDITURES	\$ 9,379,593	\$ 9,287,670	\$ 5,704,440	\$ 9,482,450
<b>E911 Fund</b>				
Revenues	\$ 240,163	\$ 260,103	\$ 106,826	\$ 325,290
Operating Trans IN from Gen Fund	\$ 88,500	\$ 75,747	\$ 37,874	\$ 41,692
<b>TOTAL</b>	<b>\$ 328,663</b>	<b>\$ 335,850</b>	<b>\$ 144,700</b>	<b>\$ 366,982</b>
Expenditures	\$ 332,475	\$ 335,850	\$ 170,310	\$ 366,982
<b>Recreation Fund</b>				

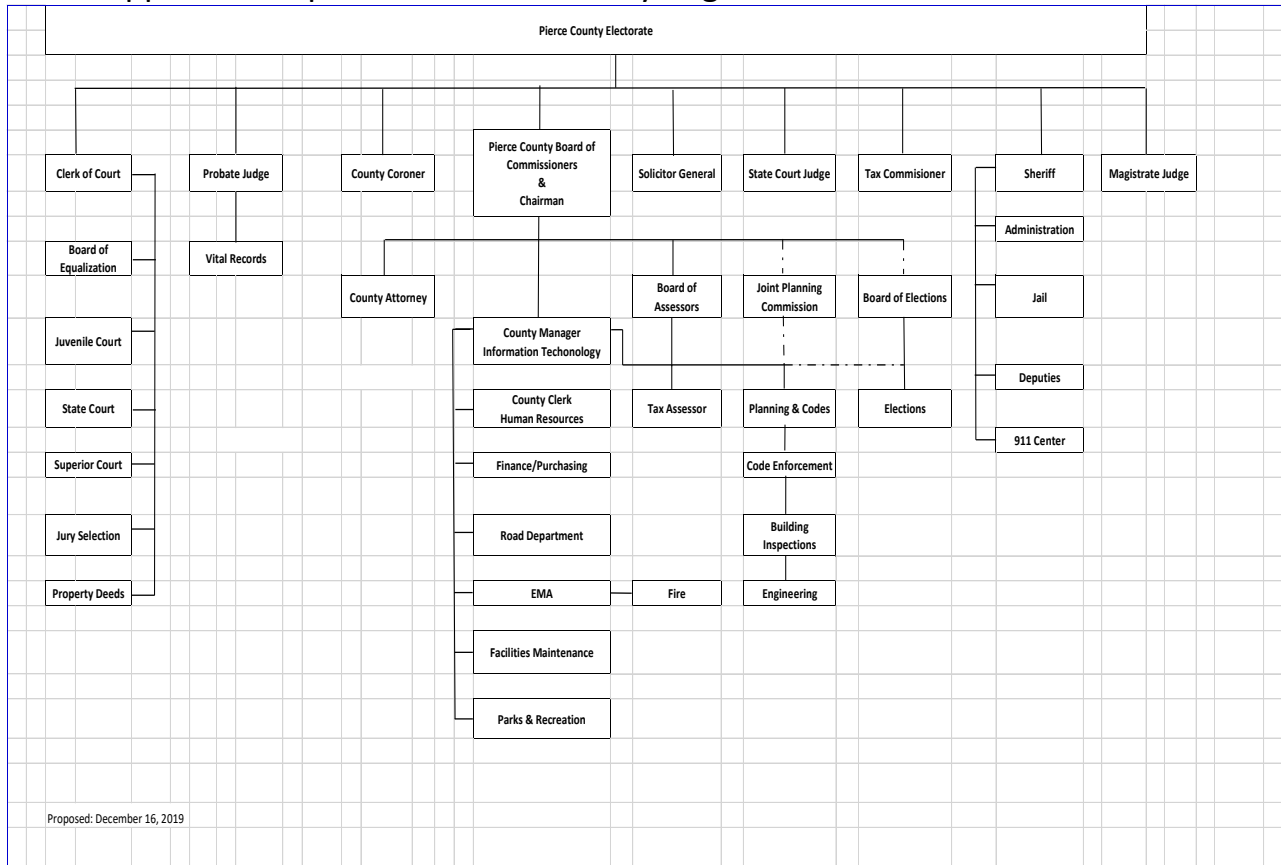
Revenues	\$ 125,620	\$ 130,000	\$ 67,740	\$ 135,500
Operating Trans IN from Gen Fund	\$ 280,000	\$ 200,000	\$ 100,000	\$ 275,000
<b>TOTAL</b>	<b>\$ 405,620</b>	<b>\$ 330,000</b>	<b>\$ 167,740</b>	<b>\$ 410,500</b>
Expenditures	\$ 356,101	\$ 330,000	\$ 185,017	\$ 410,500

Exhibit B Position Count								
Department	Full Time 2020	Full Time 2019	Part Time 2020	Part Time 2019	Paid-Elected 2020	Paid-Elected	Paid Unit Support - As Needed Employees 2020	Paid Unit Support - As Needed Employees
Commissioners/Chairman					4	4		
Chairman					1	1		
County Manager	1	1						
County Clerk	1	1						
Elections	2	2					5	5
Finance	2	2						
County Attorney			1	1				
Tax Commissioner	4	4			1	1		
Tax Assessor	5	5					3	3
Maintenance	1	1						
Superior Court					4	4		
Clerk of Court	5	5			1	1	4	4
State Court					1	1		
Solicitor General	1	1			1	1		
Magistrate	2	2	1	1	1	1		
Probate	2	2			1	1		
Sheriff Admin	3	3			1	1		
Criminal Investigations	4	4	2	2				
Deputies	13	12	5	5				
Jail Operations	21	21						
Work Detail	3	2						
Resource		1						
Baliffs			5	5				
FIRE							56	40
EMS		15		10				
Coroner					1	1		
EMA	1	1	1	1				
Road Admin	2	2						
Road Unpaved	11	10	1					
Road Maint Shop								
Recreation	4	4	2	2			13	13
Soil Conservation			0	0				
County Extension Service			4	4				
Planning & Codes	2	2					5	5
E911	7	7						
<b>TOTAL</b>	<b>97</b>	<b>110</b>	<b>22</b>	<b>31</b>	<b>17</b>	<b>17</b>	<b>86</b>	<b>70</b>



Commissioner David Lowman made a motion to approve the budget resolution as presented. Commissioner Mike Streat seconded the motion, all voted aye. Motion approved.

### 3. Approval of update to Pierce County Organizational Chart.



Commissioner David Lowman made a motion to approve the changes to the Organizational Chart. Commissioner Harold Rozier seconded the motion, all voted aye. Motion approved.

### 4. Annual appointment of County Attorney.

Commissioner David Lowman made a motion to appoint Franklin Rozier as County Attorney for 2020. Commissioner Harold Rozier seconded the motion, all voted aye. Motion approved.

**CLOSED SESSION**

Commissioner Mike Streat made a motion to go into closed session at 6:08 PM. Commissioner David Lowman seconded the motion, all voted aye. Motion approved.

## 5. Personnel

Commissioner Harold Rozier made a motion to re-enter regular session at 6:32 PM. Commissioner David Lowman seconded the motion, all voted aye. Motion approved.

Commissioner Harold Rozier made a motion to approve the County Manager Employment Agreement. Commissioner David Lowman seconded the motion, all voted aye. Motion approved.

Commissioner Mike Streat made a motion to appoint Jason Rubenbauer as County Manager for 2020. Commissioner Harold Rozier seconded the motion, all voted aye. Motion approved.

Commissioner Mike Streat made a motion to appoint Amy Hitt as County Clerk for 2020. Commissioner Harold Rozier seconded the motion, all voted aye. Motion approved.

## **ADJOURN**

Chairman Bennett adjourned the meeting at 6:34 PM