

**PIERCE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
TUESDAY, DECEMBER 3, 2019 AT 6:00 PM**

CALL TO ORDER – Chairman Bennett called the meeting to order at 6:05 PM

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

1. Review of Minutes
 - a. Regular Meeting Minutes November 5, 2019
 - b. Budget Public Hearing Minutes November 21, 2019

Commissioner Mike Streat made a motion to approve the minutes from the November 5, 2019 regular meeting and the November 21, 2019 budget public hearing. Commissioner Harold Rozier seconded the motion, all voted aye. Motion approved.

Chairman Bennett recognized Angela Manders, Chamber Director to speak. Mrs. Manders shared that the Leadership Pierce class that consists of Community Leaders and High School Juniors and in attend to learn about local government and county processes.

2. Ramsey Bennett, Sheriff – Update on vehicle purchase. Sheriff Bennett shared that after 27 years the Office of the Sheriff was finally able to trade in a vehicle. Recently the Board approved the trade in of a 2014 truck and a 2016 truck we were granted the trade credit of \$20,000 and then with a check from the drug confiscation account for \$26,700.00 we purchased 2 new trucks. We are working towards being able to do more trades so we can maintain a better fleet. We are currently getting better gas mileage with the trucks than we were with cars. The trucks are requiring less maintenance as well so the plan is to continue to purchase trucks, they have a better trade value as well. The current jail opened in 1996 and it's a half pod which services only 72 beds, however the kitchen, intake and laundry was built for 144. The current plan is to add a half pod and make some necessary upgrades to the current facility. We have been told we should be able to do what we want to do for about 3.5 million.

Commissioner Lowman thanked the Sheriff for being so budget minded and for using the confiscation funds to assist with purchases. Commissioner Rozier asked the Sheriff to explain why it's the Office of the Sheriff and not the department. Sheriff Bennett explained that the Georgia Constitution said there would be four offices of County Government – Sheriff, Probate, Clerk of Court and Tax Commissioner.

3. Public Comment: Johnny Courson, Barking Dogs – remove at request of Mr Courson.
4. Public Comment: Matt Carter, IDBA request to reappoint Tyrone Harris to the IDBA Board for a five year term, Jan 1, 2020 – Dec 31, 2024. Mr. Carter stated that Mr Harris has already served two terms on the board and is an asset, he is willing to continue to serve and the IDBA Board asks that he be reappointed. County Attorney Franklin Rozier asked if the by laws have term limits and Mr. Carter stated no.

Commissioner David Lowman made a motion to appoint Tyrone Harris to the Pierce County IDBA Board for a five year term, Jan 1, 2020 – Dec 31, 2024. Commissioner Harold Rozier seconded the motion, all voted aye. Motion approved.

5. County Manager's Report & Financial Report for October 2019. Mr. Rubenbauer reported that revenues are still up over the previous year and Expenditures are still holding steady and good. The TIA tax collections are going well, from the start to November 2019 we have collected \$799,408.00, this is the 25% county discretionary funds. We are currently making lease payments on 2 motor graders and we spent approximately \$360,000 for the Laura Chapel box culvert. We recently had an RFP for timber sale out and there were no bids submitted. I would like to ask permission to contact a local vendor to try and complete this process. I met with Lighthouse Benefits about the 2020 health insurance renewal. Our broker was able to negotiate from a 24% increase in premium to a 3% increase for the year. I am asking that the Board consider using approximately \$30,000.00 of the rebate received earlier this year that was designated to wellness to cover the increase so there will be no increase to the employee. Commissioner Dixon stated that hardwood is not selling right now and the property that we want cleared is about ½ hardwood

and ½ pine. There really is no market right now, that's probably why no bids were submitted. Commissioner Lowman asked if the fire department sites could be removed from this bid and the properties cleared by us.

Commissioner Rozier stated that we may be in a position to just hire someone to clear cut the property and do what they will. Commissioner Dixon agreed to help Mr. Rubenbauer word the RFP to try again for the large piece of property out Ware St.

Commissioner Randy Dixon made a motion that the employees see no rate increase in the medical and dental premiums and that the increase be paid from the wellness funds. Commissioner Mike Streat seconded the motion, all voted aye. Motion approved.

Commissioner David Lowman made a motion for the county to move forward with the clearing of the fire station properties. Commissioner Randy Dixon seconded the motion, all voted aye. Motion approved.

6. Approval of 2020 Georgia Indigent Defense Services Agreement. Total \$92,492.37 for the year, to be paid quarterly.

Commissioner Randy Dixon made a motion to approve the agreement as presented. Commissioner David Lowman seconded the motion, all voted aye. Motion approved.

7. Approval of Memorandum of Understanding with the Board of Regents of the University System of Georgia and the UGA Cooperative Extension. County Manager Rubenbauer summarized that currently the county pays a portion of the salary and retirement for the four employees in the extension office. This agreement would allow the county to continue like we do now, pay the University System monthly for the employees under the extension service so all of the pay and benefits for the employee would come from one place and the county could just make one payment monthly. This would be an annual agreement for the approved salaries & benefits for the employees. Mr. Rubenbauer recommends that we let the University System handle the pay and that we pay a monthly invoice for our portion of the expenses.

Commissioner Randy Dixon made a motion approving the agreement with the payment option of a monthly check to the university system for the employee expenses. Commissioner Harold Rozier seconded the motion, all voted aye. Motion approved.

8. Approval of Facility Use Agreement to be used by Pierce County Parks and Recreation for 728 Ware Street facilities. Mr. Rubenbauer shared that there has been increased interest in utilizing the recreation facilities. After meeting with the interim director and looking into these type agreements a competitive fee scale has been established to reimburse the county costs for this type of rental.

Pierce County Parks & Recreation

Facility Use Authorization Request Form

728 Ware Street

Blackshear, GA 31516

(912) 449-4791

rec@piercecountyga.gov

Pierce County Parks & Recreation is an equal opportunity agency and offers all persons the opportunity to participate in all areas of the Parks & Recreation regardless of race, color, sex, national origin, religion, or other non-merit factors. All lessees leasing the facilities of the Pierce County Parks & Recreation agree when signing the lease that they are an equal opportunity group or agency and will abide by the foregoing statement in their recreation activities. All fees and deposits are due at the signing of this agreement. Agreements and payment for all services must be in effect a minimum of seven (7) calendar days prior to the commencement of the day of use.

The agreement is made this _____, day of _____, _____ by and between _____, hereinafter referred to as "Lessee", who by execution of this lease agreement leases Pierce County Parks & Recreation property upon the following terms and conditions, and Pierce County Parks & Recreation, hereinafter referred to as "PCRD".

1. The above Lessee agrees to abide by the equal opportunity policy of the PCRD and all other Recreation Department regulations and policies herein stated or otherwise provided by attachment to this agreement. Violations of these policies and regulations is cause for this agreement to be terminated on verbal or written notice with forfeiture of any fees paid and is cause for the Lessee to be barred from current and future program participation, use or lease of facilities.
2. Lessee is held responsible for damages and shall pay the PCRD upon demand for all reasonable repair for damages incurred while premises are under lease to Lessee.
3. PCRD may request, prior to permitting execution of the Lease, that Lessee provide it with explanation of any alleged discriminator practices of Lessee in the past.
4. The term of this Lease is for the dates _____ through _____. Lessee shall have exclusive use of the specifically named facilities and premises for the Lease period subject to the terms of this agreement.
5. Lessee agrees to indemnify and hold PCRD harmless for all damage to property or injury to person(s) or both should both occur of every and any nature, kind, or description that occurs on the leased

facilities and premises during the term of the lease or is for any reason alleged to arise out of Lessee's lease and use of the facilities and premises whether occurring on the premises or not.

6. Lessee shall provide PCRDC with a copy of a current, paid to date, liability policy in the amount of no less than one million (\$1,000,000.00) US Dollars insuring Lessee with PCRDC listed as an additional temporary insured from injury to person or property arising out of the activities and use of the leased premises during the lease period.
7. Lessee may charge admission to the facility during a Tournament. Any PCRDC employees, concession workers, and volunteers assisting PCRDC during the tournament in matters for which PCRDC is responsible may enter the premises at any time without charge for admission.
8. No food or drink items of any kind may be sold by Lessee at the Pierce County Parks & Recreation Complex without prior approval. Pierce County Parks & Recreation maintains and operates concession stands on the respective premises.

SPECIFIC RULES AND REGULATIONS

1. The Pierce County Parks & Recreation will have fields ready as weather permits. Field(s) will be mowed, dragged and/or lined prior to usage.
2. NO vehicles or other motorized forms of transportation are allowed inside the park area at any time. All vehicles and other motorized forms of transportation must be parked in designated parking areas.
3. The premises are a drug free and alcohol-free zones at all times.
4. No pets are allowed. The only exceptions are registered Service Animals under full control of the handler at all times. Handlers of such animals shall be responsible for the proper sanitation behind their service animals.
5. No guns are allowed.
6. The Recreation Department encourages the Tournament Director to use certified Umpires and Experienced Scorekeepers.
7. All PCRDC Policies and Procedures will apply. A copy of which are attached to this agreement and made a part hereof. However, where in conflict, the terms of this agreement shall control.
8. The individual signing this agreement on behalf of PCRDC and Lessee warrant that they have full and complete authority to execute the Lease on behalf of the party whom they are signing and shall be individually and fully liable for any breach of warranty.
9. Lessee agrees to the payments in the following fee schedule and same are consideration for this lease.

_____ Please Initial confirming you agree to all Rules and Regulations set forth above.

Fee Schedule for Pierce County:

- | | |
|------------------------|---|
| <u>\$150.00</u> | Advance Clean-up Deposit (will be refunded if clean-up is completed by Lessee). |
| <u>\$100.00</u> | Field Rental Fee per field per day. |
| <u>\$250.00</u> | Gymnasium Rental Fee per day. |
| <u>\$25.00</u> | per hour for each county employee required to be on duty as determined between the Parks & Recreation Director and the Lessee. |

\$25.00 per hour for each law enforcement officer required to be on duty as determined between the Parks & Recreation Director and the Lessee.

Agreed to this, the ____ day of _____, _____.

Chairman or County Manager

Lessee by authorized agent

Witness

Witness

Contact Information

Address and other contact information of person signing for Lessee:

Street Address

City, State, Zip

Home Phone #

Work Phone #

Cell Phone #

E-mail

EXHIBIT "A"

The facilities to be utilized under this agreement are specifically listed below:

<u>Facility Name</u>	<u>No. of Rental Days</u>	<u>Daily Rate</u>	<u>Total</u>
Burgsteiner Field		\$100.00	\$
Bowen Field		\$100.00	\$
Jowers Field		\$100.00	\$
Thompson Field		\$100.00	\$
Tiger Field		\$100.00	\$

Number of County personnel required for rental period:

<u>Personnel Description</u>	<u>No. of Personnel</u>	<u>Personnel Hours</u>	<u>Total Cost</u>
Regular Facility Workers			\$
Law Enforcement			\$
Facility Deposit			\$150.00
TOTAL AGREEMENT COST:			\$

CANCELLATION POLICY

Pierce County Parks & Recreation understands that schedules change at times due to a variety of reasons. In order to receive a refund, the Lessee shall request a refund, in writing, to the Pierce County Recreation Director. Requests for refund shall be processed as follows:

- 30 days in advance: 100% deposit + 100% paid rental fee
- 15-21 days in advance: 100% deposit + 75% paid rental fee
- 7-14 days in advance: 100% deposit + 50% paid rental fee
- 2-6 days in advance: 100% deposit + 25% paid rental fee
- Less than two days or no show: 100% deposit + 0% paid rental fee

Please note that the above cancellation policy applies for inclement weather as well. Please be sure to stay up to date with local weather forecasts to ensure that you are able to obtain a refund if a cancellation is imminent. All approved cancellations will be processed within thirty (30) business days following the receipt of the written request.

Commissioner David Lowman made a motion to approve the facility use agreement for the Recreation department Ware Street facilities. Commissioner Mike Streat seconded the motion, all voted aye. Motion approved.

9. Approval of Regular Meeting Schedule for 2020 and tentative work session schedule for 2020.

Commission Meetings & Worksessions

- Tuesday, January 7, 2020
- Tuesday, January 28, 2020 WS
- Tuesday, February 4, 2020
- Tuesday, February 25, 2020 WS
- Tuesday, March 3, 2020
- Tuesday, March 31, 2020 WS
- Tuesday, April 7, 2020
- Tuesday, April 28, 2020 WS
- Tuesday, May 5, 2020
- Tuesday, May 26, 2020 WS
- Tuesday, June 2, 2020
- Tuesday, June 30, 2020 WS
- Tuesday, July 7, 2020
- Tuesday, July 28, 2020 WS
- Tuesday, August 4, 2020

Tuesday, August 25, 2020 WS
Tuesday, September 1, 2020
Tuesday, September 29, 2020 WS
Tuesday, October 6, 2020
Tuesday, October 27, 2020 WS
Tuesday, November 3, 2020
Tuesday, November 24, 2020 WS
Tuesday, December 1, 2020
Tuesday, December 29, 2020 WS

Commissioner Randy Dixon made a motion to approve the presented schedule for the 2020 meetings. Commissioner David Lowman seconded the motion, all voted aye. Motion approved.

10. Approval of Resolution to apply for the FY21 Transit 5311 Grant. Chairman Bennett explained that this is the standard resolution that has to be approved for the application process.

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION AND THE UNITED STATES DEPARTMENT OF TRANSPORTATION FOR A GRANT FOR PUBLIC TRANSPORTATION ASSISTANCE UNDER TITLE 49 U.S.C., SECTION 5311.

WHEREAS, the Federal Transit Administration and the Georgia Department of Transportation are authorized to make grants to non-urbanized (rural) areas for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon Applicant, including the provision of the local share of project costs; and

WHEREAS, it is required by the United States Department of Transportation and the Georgia Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the United States Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the Applicant that Minority Business Enterprise (Disadvantaged Business Enterprise and Women's Business Enterprise) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority business shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services.

NOW THEREFORE, BE IT RESOLVED BY, PIERCE COUNTY BOARD OF COMMISSIONERS hereinafter referred to as the "Applicant",

1. That the Designated Official, NEAL BENNETT, CHAIRMAN hereinafter, referred to as the "Official" is authorized to execute and file an application on the behalf of the Applicant, a County government, with the Georgia Department of Transportation to aid in the financing of public transportation assistance pursuant to Section 5311 of the Federal Transit Act.
2. That the Official is authorized to execute and file such application and assurances or any other document required by the U.S. Department of Transportation and the Georgia Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.
3. That the Official is authorized to execute and file all other standard assurances or any other document required by the Georgia Department of Transportation or the U.S. Department of Transportation in connection with the application for public transportation assistance.
4. That the Official is authorized to execute grant contract agreements on behalf of the Applicant with the Georgia Department of Transportation.
5. That the Official is authorized to set forth and execute Minority Business Enterprise, DBE (Disadvantaged Business Enterprise) and WBE (Women Business Enterprise) policies and procedures in connection with the project's procurement needs as applicable.
6. That the applicant while making application to or receiving grants from the Federal Transit Administration will comply with FTA Circular 9040.1G, FTA Certifications and Assurances for Federal Assistance 2021 as listed in this grant application and General Operating Guidelines as illustrated in the Georgia State Management Plan.
7. That the applicant has or will have available the required non-federal funds to meet local share requirements for this grant application.

APPROVED AND ADOPTED this 3rd day of December , 2019.

Authorized Official
Neal Bennett, Chairman
Type Name and Title

Signed, sealed and delivered this 3rd day of December , 2019 in the presence of

Witness

Notary Public/Notary Seal

CERTIFICATE

The undersigned duly qualified and acting of County Clerk, Amy Hitt certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting held on December 3, 2019.

Amy Hitt _____
Name of Certifying/Attesting Officer
County Clerk
Title of Certifying/Attesting Officer

Commissioner Mike Streat made a motion to approve the resolution for the FY21 Transit 5311 Grant. Commissioner Harold Rozier seconded the motion, all voted aye. Motion approved.

11. Approval of Resolution setting the Building & Permitting Fee Schedule Effective 1/1/2020. Chris Bond, Code Inspector explained that it's a good practice to approve the fee schedule annually so that any changes at the state level could be addressed. Recommendation that the fees stay as they are for the 2020 year.

RESOLUTION AUTHORIZING THE PERMIT FEES AND EVALUATIONS FOR FISCAL YEAR 2020

RESOLUTION NO. 2019-12

A RESOLUTION of the PIERCE COUNTY BOARD OF COMMISSIONERS authorizing the Permit Fees and Evaluations for fiscal year 2020

WHEREAS, Article IX, Section II. P. III. 12. of the Constitution of the State of Georgia, declared that the governing authority of each county may, through Supplementary Powers, exercise the power and provide the service of Codes, including building, housing, plumbing, and electrical codes and the General Assembly has enacted legislation authorizing counties to have the authority to make rules and and prescribe fees under the provision of O.C.G.A. 36-13-6 concerning permits for the inspection of construction equipment and the alteration, repair, or removal of buildings, signs, and other structures; and

WHEREAS, under the provisions of O.C.G.A. 36-13-6, a fee schedule has been established concerning permits for and inspections of construction equipment and the alteration, repair, or removal of buildings, signs, and other structures; and

WHEREAS, it has been determined by the Board of Commissioners of Pierce County, Georgia, that the fees shall be approved, unchanged, for the 2020 fiscal year;

NOW, THEREFORE, BE IT RESOLVED BY THE Pierce County Board of Commissioners that the fees presented in Exhibit A be approved for the period commencing January 1, 2020.

Adopted by the Pierce County Board of Commissioners at a regular open public meeting held on this 3rd day of December, 2019.

By:

Neal Bennett, Chairman

ATTEST:

Amy Hitt, County Clerk

Exhibit A

BUILDING PERMIT FEES

\$1,000 and less: \$40.00

\$1,001 to \$50,000: \$30 for the first \$1000, plus \$5 for each additional \$1000
\$50,001 to \$100,000: \$300 for the first \$50,000, plus \$4 for each additional \$1000
\$100,001 to \$500,000: \$500 for the first \$100,000, plus \$3 for each additional \$1000

STANDARD FOR FIGURING A VALUATION ON BUILDING COST

New Residence/Additions	\$50 per square feet
Residential Remodel	\$25 per square feet
Carport/Storage Buildings/Accessory Buildings	\$12 per square feet
Commercial	\$70 per square feet
Commercial Remodel	\$35 per square feet

ELECTRICAL FEES

Residential new wire, rewire, repair square feet	\$50 plus \$5 for each 1000
Commercial new wire, rewire, repair square feet	\$75 plus \$5 for each 1000
Temporary Service (when building permit is not issued)	\$50
Vacancy Inspection	\$50
Panel or Service Change	\$50
Mobile Home electrical	\$50

MOBILE HOME PERMITS

New mobile home (New -4 years old)	\$450
New mobile homes (5-9 years old)	\$350
Mobile home (10 years old or older)	\$150

OTHER FEES

Demolition permits	\$50 (residential) \$75 (commercial)
Swimming pool permits	\$50
Road closing	\$300

Commissioner Randy Dixon made a motion to approve the resolution 2019-12 Permit Fees and Evaluations for 2020. Commissioner Mike Streat seconded the motion, all voted aye. Motion approved.

CLOSED SESSION

Commissioner Randy Dixon made a motion to go into closed session at 6:53 pm to discuss property. Commissioner Mike Streat seconded the motion, all voted aye. Motion approved.

Chairman Bennett invited Matt Carter into the closed session meeting.

12. Property

Commissioner Randy Dixon made a motion to go back into regular session at 7:15 pm. Commissioner David Lowman seconded the motion, all voted aye. Motion approved.

No action was taken after closed session.

Commissioner Mike Streat thanked the Leadership Pierce participants for attending the meeting. Commissioner Lowman made mention that the Commissioner get the information being discussed ahead of time so they can review and prepare for the meeting, they are always on call as commissioners and its more than just showing up to a monthly meeting.

ADJOURN

Chairman Bennett adjourned the meeting at 7:16 PM.