

Pierce County Board of Commissioners  
Regular Meeting Minutes  
Tuesday, June 1, 2021 6:00PM

Commissioners in Attendance

Neal Bennett, Chairman  
Harold Rozier, District 1  
Mike Streat, District 2  
Randy Dixon, District 3  
David Lowman, District 4

Staff in Attendance

Franklin Rozier, County Attorney  
Jason Rubenbauer, County Manager  
Amy Hitt, County Clerk

1. Call to Order – Chairman Bennett called the meeting to order at 6:00 PM.
2. Invocation and Pledge of Allegiance – Commissioner David Lowman gave an invocation and Commissioner Mike Streat led the pledge of allegiance.
3. Approval of the Agenda

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

4. Approval of Minutes
  - a. Regular Meeting Minutes, May 4, 2021
  - b. Public Hearing Minutes, May 4, 2021

Commissioner Mike Streat made a motion to approve the minutes from the May 4, 2021 Regular Meeting and Public Hearing. Commissioner Randy Dixon seconded the motion and all voted aye. Motion was approved.

5. County Manager Report and April 2021 Financials. – Jason Rubenbauer, County Manager presented his report.

**Financial Report & County Manager Report**

June 1, 2021

- Financial Report as of 04/30/2021
  - a. Detailed financial report was not available as of this afternoon
  - b. Revenues and expenses are moving along as they should be and within their expected allowable ranges

- c. Met with Constitutional and Statutory Officials regarding the budget for 2022 and am expecting to receive their needs, wants, and wishes soon
  - d. I will be meeting with the department heads soon to discuss the budget process so we can obtain their input in a timely manner as well
- County Manager's Report
    - a. American Rescue Plan Funds
      - i. Pierce County has received the first half of the funds totally just over \$1.8 million
      - ii. A meeting has been held with the Constitutional & Statutory Officers discussing the authorized uses of these funds and were presented with a list of recommendations that I will be sharing with the Commission for final approval in the coming months
    - b. Jail Addition
      - i. As of May 26<sup>th</sup>, the project was at 56% completion and is still expected to be finished by October 1<sup>st</sup>
      - ii. Steel erection should begin any day now as the masonry walls are almost complete
    - c. Cathleen Drive
      - i. Road Department has begun installing two 60" pipes today.
      - ii. Should be complete in approximately two weeks
    - d. Dean Still Road Culverts
      - i. Box culverts have been installed
      - ii. Compaction of the dirt is nearing completion
      - iii. Concrete is expected to be poured as early as tomorrow
      - iv. Anticipated completion of the project is next week
    - e. TIA Subdivisions (Cardinal Dr., Bluebird Dr., Redstone Circle, & Mulligan Circle)
      - i. Bid advertisement should be in this week's newspaper
      - ii. Bid opening will take place June 30<sup>th</sup> and recommendations will be presented at July regular Board of Commissioners meeting
    - f. GTIB Roads (Bonneyman & Riverwoods)
      - i. Bid documents should be ready for review this week
      - ii. Bids should be advertised in next week's newspaper
      - iii. Bids will be opened in mid-July and a recommendation will be presented to the Board at our August meeting
    - g. TIA Project (Golf Course Road)
      - i. Conceptual Design should be presented to GDOT by 6/28 for review
      - ii. Actual construction is targeted to begin next June
    - h. Misc. Projects
      - i. Service Delivery Strategy meeting with all municipalities Thursday, June 4<sup>th</sup>
      - ii. Preparing a road striping list that will be presented for final selection and approval at our July meeting
      - iii. Sent letters to property owners regarding property behind Farr's for an alternate road possibility
      - iv. Right-of-way mowing has begun. Please watch for mowers and give all farm and mowing equipment plenty of room

Commissioner Dixon asked if we have looked into the ROW mowing and trash pick up again? There is a lot of trash in the ditches all over the county and our county seems to be worse than others around us.

6. Presentation by Will Watson about renovation of Ware Street ball fields, Yeomans St ball fields and re-design/re-locate batting cages. Will Watson, Recreation Director shared that he would like to see some renovations at the Ware Street facilities. He would like to revamp the 3 small fields and remove the dirt. The dirt cost more to maintain and is an unstable playing surface. Making this change will save money on field maintenance, create a safer playing surface and increase our opportunities for revenue from travel tournaments. A lot of this project could be completed by county employees Our programs at the Recreation Department are not just for youth. We would like to add 4 fields at the Youmans St property. We want to relocate the batting cages to the area where the basketball courts used to be on Ware St, by the

basketball courts now. I would like to create a 100 x 45 area for batting cages. We would have outdoor machines that can be used by all ages. We can create this space with local businesses. We can get the trusses local, ACE pole to get the poles for the cages. Fencing is the largest expense and a lot of activities can be done with help from locals. We want to make some strides in our park. The Youmans St design would have a concession area and 4, 300ft fields which are multi-purpose. Multi-purpose fields are going to be in the best interest of the park as a whole at this point. Turf on the fields will require less maintenance. Would like to cancel the current contract for the batting cages. The cost for the Youmans St project would be the estimated cost of Bowen field times 4. Working to find opportunities to partner with local businesses to make progress and get the most cost-effective project. Commissioner Lowman stated that he didn't realize the condition of the fields because they look great from the stands but had the opportunity to go over and actually see what they are like from the other side. Would like to see us follow through on this. We all want Pierce County to be the best. We want to provide services for all ages and work to develop our athletes. Commissioner Dixon stated that it is definitely time to do something. Chairman Bennett agreed its time to make some progress. Commissioner Dixon also asked that we make sure we are seeking grant opportunities.

7. Discussion and request to seek proposals for Parks and Recreation Renovations at Ware St ball fields.

Commissioner Randy Dixon made a motion to seek proposals for renovations to the Ware St ball fields. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

8. Discussion and request to seek proposals for Parks and Recreation Youmans St ball fields project.

Commissioner Randy Dixon made a motion to seek proposals for 4 multipurpose ball fields and concessions on the Youmans St property. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

9. Discussion and request to cancel agreement for batting cages due to non-compliance with bid construction period allowance.

Commissioner Randy Dixon made a motion to cancel the current contract on the batting cages due to non-compliance with the bid construction period allowance. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

10. Discussion and request to seek proposals for multi-use facility for batting cages, resistance training equipment and strength training equipment.

Commissioner Randy Dixon made a motion to seek proposals for multi-use facility for batting cages, resistance training equipment and strength training equipment. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

11. Discussion and request from the Facilities Director and Recreation Director to re-assign the FT Facilities Maintenance Team Leader position from facilities to FT Recreation Facilities Team Leader at recreation department. A budget amendment will be prepared for the next meeting if approved.

Commissioner Randy Dixon made a motion to re-assign the FT Facilities Maintenance Team Leader position from facilities to FT Recreation Facilities Team Leader. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

12. Discussion and request from the Facilities Director and Recreation Director to re-assign the FT Facilities Maintenance Assistant position from facilities to FT Recreation Facilities Assistant at recreation department. A budget amendment will be prepared for the next meeting if approved.

Commissioner Randy Dixon made a motion to re-assign the FT Facilities Maintenance Assistant position from facilities to FT Recreation Facilities Assistant. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

13. Discussion and request from the Facilities Director and Recreation Director to re-categorize the PT Groundskeeper position to PT Facilities Maintenance Assistant. This is just a change in job title and function there is no budget change needed.

Commissioner Randy Dixon made a motion to re-categorize the PT Groundskeeper position to PT Facilities Assistant. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

14. Discussion and request to approve Resolution to appoint Larry Batten to the Board of Assessors to fill a 6 year term, January 1, 2021 to December 31, 2027, effective immediately.

Commissioner Randy Dixon made a motion to approve Resolution to appoint Larry Batten to the Board of Assessors to fill a 6 year term, January 1, 2021 to December 31, 2027, effective immediately. Commissioner Harold Rozier seconded the motion and all voted aye. Motion was approved.

15. Discussion and request to approve bid for the HVAC at the County Archives Building on Strickland Ave. We received the following bids on the HVAC for the archives building and the recommendation from purchasing and the Maintenance Director is to award to Mizell Heating and Cooling of Waycross for \$11,500.00.

**Pierce County Board of Commissioners**  
**Installation of HVAC System for County Archives Building**  
**Bid Tabulation**  
**Bid Opened 5/21/2021 at 11:00 AM**

	<b>Air Management Systems Inc. Baxley, GA</b>	<b>Mizell Heating &amp; Cooling Waycross, GA</b>
Material Cost	\$ 13,200.00	\$ 8,500.00
Labor Cost	\$ 3,500.00	\$ 3,000.00
<b>Total Cost of Project</b>	<b>\$ 16,700.00</b>	<b>\$ 11,500.00</b>
Required Documents After Hours Service program	Yes	Yes
	Billed per occurrence/Flat rate	Billed per occurrence/Flat rate

Commissioner Randy Dixon made a motion to award the bid for the HVAC for the archives building at Strickland Ave to Mizell Heating and Cooling for \$11,500.00. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

16. Discussion and request to approve bid for the Fire Suppression at the County Archives Building on Strickland Ave. We received the following bids on the Fire Suppression for the archives building and the recommendation from purchasing and the Maintenance Director is to award to Fire Systems Inc. Smyrna, GA for \$110,245 for installation and \$3,552.00 annually for 2 tests.

**Pierce County Board of Commissioners**  
**Installation of Clean Agent Fire Suppression for County Archives Building**  
**Bid Tabulation**  
**Bid Opened 5/21/2021 at 11:00 AM**

	<b>Fire Systems Inc. Smyrna, GA</b>	<b>Johnson Controls Fire Protection Roswell, GA</b>
Full Facility Cost	\$ 110,245.00	\$ 142,303.00
Annual Maintenance	\$ 3,552.00	\$ 2,100.00
Number of inspections per year	2	2
Required Documents	Yes	Yes

Commissioner Harold Rozier made a motion to award the bid for the Fire Suppression for the archives building at Strickland Ave to Fire Systems Inc. for \$110,245.00 installation and \$3,552.00 annually for 2 tests. Commissioner Randy Dixon seconded the motion and all voted aye. Motion was approved.

17. Discussion and request to seek Request for Qualifications for Medical Benefit Consulting and Brokerage Services for the 2022 calendar year.

Commissioner Randy Dixon made a motion to put out an RFQ for Medical Benefit Consulting and Brokerage Services for the 2022 calendar year. Commissioner David Lowman seconded the motion and all voted aye. Motion was approved.

18. Adjourn – Chairman Bennett adjourned the meeting at 6:48 PM.