

**MINUTES OF THE CRISP COUNTY BOARD OF COMMISSIONERS
MEETING HELD ON MAY 12, 2015**

OPENING CEREMONIES

Chairman Clark Henderson called the meeting to order at 9:00 a.m., with Commissioners Wallace Mathis, Authur James Nance, Sam Farrow, and Larry Felton in attendance. Others present were County Administrator Tom Patton, County Attorney Rick Lawson, Finance Director Sherrie Leverett, and Clerk Linda Finch. Carl Gamble gave the invocation, and Administrator Patton led the audience in the Pledge of Allegiance to the Flag of the United States of America. Chairman Henderson welcomed all in attendance.

APPROVAL OF MINUTES

Motion was made by Mr. Nance to approve the regular meeting minutes of April 14, 2015, seconded by Mr. Farrow, motion carried unanimously.

SHERIFF'S REPORT

Sheriff Billy Hancock reported that this week is Law Enforcement Appreciation Week where they honor the officers that haven fallen in the line of duty. Thursday morning at 11:00 a.m. in front of the sheriff's office they are going to have a brief ceremony to honor the troopers, deputies, and police officers that have given their life to the citizens of this community. They invite anyone that would like to come and help them honor those officers on Thursday morning. He advised that they had the FBI and Department of Justice here last week and held a two-day program for law enforcement officers; they had 119 people to attend the class from across the state and all it cost them was one night's meal for the instructors. He advised that the school system has purchased a vehicle for the resource officers, and he is also requesting that the commissioners allow him to sign a lease agreement with Southland Chrysler as they have offered a free vehicle for two years to be used and driven in their CHAMPS program. It will be billed out to the Crisp County Board of Commissioners, Mr. Davis and Southland Chrysler will make those payments, and at the end of two years, the county can either purchase the vehicle or turn it back in. **Motion was made by Mr. Mathis to allow Sheriff Hancock to sign the lease agreement with Bill Davis and Southland Chrysler and also send a letter to Mr. Davis from the commissioners thanking him for providing this vehicle to the sheriff's department, seconded by Mr. Nance, motion carried unanimously.** Sheriff Hancock advised for the month of April the sheriff's department served 182 warrants, 181 civil papers, and 99 subpoenas and had 69 prisoner transports from the sheriff's office to the courthouse. In the traffic division, they wrote 668 citations with 40 inside the city limits of Arabi, and they worked 29 accidents. They housed 2,923 days for the US Marshals, 342 days for Cordele PD, 34 days for Warwick PD, and 30 days for Monroe Co. SO. He advised that the License Plate Reader is back up and running and it generated \$9,359 in revenue last month. In the animal division, officers picked up 41 animals and had 45 animal assistance calls. In the detention center, they booked 243 prisoners and released 182, and they transported 115 during the month. Also, Crisp County E-911 had 8,567 incoming calls and 2,935 outgoing calls for the month of March.

APPROVED REZONING REQUEST FROM JAMES T. HOWARD

Chairman Henderson advised that this is the decision meeting for a request that was heard last month from James T. Howard, with the property owner's authorization, to rezone a parcel of property from NC (Neighborhood Commercial) to GC (General Commercial) for the purpose of a Used Merchandise Store. Property located at 107 Cemetery Road. Connie Youngblood, Planning Director, read the review checklist for rezoning. Mr. Howard reported that he plans to take the existing building and sell used items such as furniture, appliances, dishes, and thrift items. Mr. Mathis asked if all of the items will be inside the building, and Mr. Howard replied that they would like to have the opportunity on Saturday's to display some things outside on tables, but it will not be a permanent display of things outside. He thinks that there is a need for good quality used merchandise in this area. David Hobbs, property owner, advised that this building has been in their family many years, and he thinks this will be an asset to the community. **Motion was made by Mr. Mathis to grant the rezoning request for Mr. Howard with special conditions of making sure the septic system is in working order, he limits the outside sales as agreed upon with no abandoned appliances outside, and the approval for Mr. Howard and his use only, seconded by Mr. Nance, motion carried unanimously.**

PUBLIC HEARING – SAND CO TOWERS II, LLC

Chairman Henderson reported that we have a request from Sand Co Towers II, LLC, with the property owner's authorization, for a Special Use Permit to locate a Telecommunications Tower in an RR (Rural Residential) zone district. Property is located off of Hwy. 33 South. Mrs. Youngblood read the review checklist for special use request. Jay Shirah, owner of Sand Co Towers II, LLC, advised that they have leased this property from Edward Davis, and they are proposing to build a 150' by 150' pad for a 100' by 100' compound with a 25' existing tree buffer. It is off Hwy. 33 and in the trees to shield the base of the tower from traffic and homes. He stated that it will be a 260' self-support tower with no guide wires and will be contained within area, and this will improve coverage along Hwy. 33 and this part of the county. He advised that there were no existing towers located within four miles of the proposed site, and hope it will improve coverage for all the carriers. He stated that they are a tower developer and will lease space to any and all providers; the tower will be galvanized steel and lighting will be determined by the FAA, probably lit red at night and white strobe in day. Mr. Farrow asked what base was on the tower, and Mr. Shirah advised that it is a three legged tower. Chairman Henderson opened the public hearing, and he asked if anyone would like to speak in favor of the request. Carolyn Hemby stated that it sounds like it would be a good area to put a tower, and she is in favor of the tower in this area. There was no one else to speak in favor of the request, so Chairman Henderson asked if anyone wanted to speak in opposition. There was no one to speak against the request, and Chairman Henderson closed the public hearing. **Motion was made by Mr. Nance to grant the Special Use Permit to locate a Telecommunication Tower in an RR zone district located off of Hwy. 33 South, seconded by Mr. Mathis, motion carried unanimously.**

AGREE TO ADVERTISE TO CLOSE BARROW ROAD

Carl Gamble, Public Works Director, reported that he has received a request from Francis Greene to close Barrow Road (.24 miles). The road is between Arabi-Williford Road and Brock Road, it has been maintained by the county for many years, and it serves no purpose anymore other than for the Greene's that farm both sides of the road. For security reasons, the Greene's would like to close the road and let it become their private property. He advised that in order for them to do that the commissioners will

have to publically advertise and hold a public hearing, and the decision can be made after the public hearing. **Motion was made by Mr. Mathis to advertise and hold a public hearing to close Barrow Road at the next regular meeting, seconded by Mr. Farrow, motion carried unanimously.**

APPROVE REEVES CONSTRUCTION COMPANY BID FOR 2015 LMIG PAVING PROJECTS

Mr. Gamble reported that the 2015 LMIG Paving project was advertised, and they only had one bid. Reeves Construction Company's bid of \$1,705,020 was the only bid, which is \$90,000 under what they had projected. These projects consist of edge widening on Coney Road, preparing some patches on McKinney Road, repairing and resurfacing on Wiley Road, repairing on Wiley Acres Road, repairing three places on Cemetery Road, repairing the north end of Cannon Road, and widening and resurfacing on Arabi-Warwick Road from Hwy. 300 to Raines Station Road. He recommends that we accept the bid from Reeves Construction Company. **Motion was made by Mr. Mathis to approve the 2015 paving project bid from Reeves Construction Company of \$1,705,020, seconded by Mr. Nance, motion carried unanimously.** Administrator Patton advised that because the county passed TSPLOST, the county's match is only 10% of the total, and counties that did not pass TSPLOST costs could be up to 50% match.

APPROVE TAX ADJUSTMENT REFUND FOR CRESCENT VIEW, LLC

Administrator Patton reported that it appears that Crescent View, LLC was assessed for a mobile home that was not on the property they purchased in 2013. The year involved is 2014 only. The approximate amount of refund is \$380.48, and if they approve it, the Tax Commissioner will figure the exact amount. He advised that since this was not an error on the taxpayer's part, he recommends approval of the refund. **Motion was made by Mr. Nance to grant the request for tax adjustment for Crescent View LLC, seconded by Mr. Farrow, motion carried unanimously.**

APPROVE TAX ADJUSTMENT REFUND FOR CLAY MERCER

Administrator Patton reported that it appears that Clay Mercer was assessed a well that was not on his property. The years involved are 2012, 2013, and 2014. The approximate amount of the refund is \$81.62, and the Tax Commissioner will calculate the exact amount. He advised that since this was not an error on the taxpayer's part, he recommends approval of the refund. **Motion was made by Mr. Nance to grant the request for tax adjustment for Clay Mercer, seconded by Mr. Farrow, motion carried unanimously.**

PRESENTATION OF FY 2016 PRELIMINARY BUDGET AND SET PUBLIC HEARING DATE

Mrs. Leverett reported that she has the FY 2016 preliminary budget proposal, and all the requests have been received and reviewed. The preliminary budget includes sixteen separate funds, fifteen of these are balanced, but the General Fund has a shortfall of almost \$400,000 and remains unbalanced at this time. The law does require that we adopt a balanced budget by July 1st, so we have some work to do on the General Fund to meet that requirement. The preliminary budget proposal includes: General Fund revenues of \$12,989,854, expenditures of \$13,373,563 leaves a shortfall of \$383,709 and an increase of \$355,841 over the previous year; Special Service District revenues of \$1,548,576, expenditures the same and an increase of \$46,582 over the previous year; Water Fund revenues and expenditures of \$630,642 with an increase over last year of \$56,483; Landfill Fund revenues and expenditures of \$1,335,451 with an increase over last year of \$79,241; E-911 revenues and expenditures of \$912,894 with the revenues

including a \$320,662 transfer from the General Fund and an increase over the previous year of \$125,199; TSPLOST revenues and expenditures of \$722,200 and an increase over last year of \$89,745; Law Library revenues and expenditures of \$26,500 and a decrease over last year of -\$23,500; Jail Maintenance Fund revenues and expenditures of \$217,720 including a \$62,720 transfer from the General Fund and an increase over last year of \$3,720; D.A.T.E. Fund revenues and expenditures of \$40,000 with an increase over last year of \$10,000; Asset Forfeiture Fund revenues and expenditures of \$75,000 with an increase over last year of \$22,000; CDBG 14 revenues and expenditures of \$499,328 including a \$59,328 transfer from the General Fund and an increase over last year of \$476,880; Hotel/Motel Tax Fund revenues and expenditures of \$40,000 and an increase over last year of \$27,000; CDBG RLF revenues and expenditures of \$22,500 and an increase over last year of \$4,300; 2000 SPLOST Fund revenues and expenditures of \$476,500 and a decrease over last year of -\$53,500; 2005 SPLOST Fund revenues and expenditures of \$350,000 and a decrease over last year of -\$105,000; and 2011 SPLOST Fund revenues and expenditure of \$3,805,000 and an increase over last year of \$1,000. Preliminary total for FY 16 are \$24,075,874 with a shortfall in the General Fund of \$383,709, and the net increase over the previous year is \$1,115,991 at this point. She advised that the preliminary budget proposal will be advertised, is also available for review, and no action is needed on this today, but they do have a work session following the meeting to review the numbers. She advised that as required by state law they must hold a public hearing on the budget proposal, and in order to allow us time to set aside the advertising requirements, she recommends that the public hearing be scheduled for June 9th, which will be during the regular monthly meeting in June. **Motion was made by Mr. Nance to hold the FY 16 budget public hearing at the next regular monthly meeting to be held on June 9, 2015, seconded by Mr. Farrow, motion carried unanimously.**

APPROVE WATER RATES BEGINNING JULY 1, 2015

Mrs. Leverett reported that as an enterprise fund, the Water Fund revenues must be sufficient to offset its expenses; it is a requirement of the Bond Company as well as GASBY. In order to comply with this for FY 2016, they are going to need an increase in rates, effective July 1, 2015; we need to approve the increase today so that they have ample time to notify the customers. They are proposing a \$3 per month increase in the base rate which will generate the approximate \$46,000 needed to balance the Water Fund budget. She advised that the increase is already factored into the numbers she just read in the budget proposal. The \$3 increase would apply to the residential $\frac{3}{4}$ Inch Meter and 1 Inch Meter, and the Commercial $\frac{3}{4}$ Inch Meter and 1 Inch Meter. **Motion was made by Mr. Farrow to adopt the new Water Fund rates as proposed beginning July 1, 2015, seconded by Mr. Felton, motion carried unanimously.** Mr. Farrow stated that we need to re-market the water system again so that we can get more customers on this system. Administrator Patton stated that it wasn't required when the water system was put in, but if we follow what the law says of requiring people to come onto the system if they are within so many feet of the system, we wouldn't have to raise rates at this time as the customer base would be sufficient to support it.

FINANCIAL REPORT

Mrs. Leverett reported the first page of the financial report shows the monthly and YTD activity for the General and three major Special Revenue Funds. Combined these funds are reporting YTD revenues of \$14,174,454 and YTD expenditures of \$12,785,955 providing a positive 9% revenues over expenditures balance of \$1,388,498 at the end of April. In the Water Fund, monthly revenues and expenditures bring YTD totals to a small net income of \$2,173 as of April 30th. This is down considerably from our positive

position at 4/30/14 of \$47,794. Customer usage billed for the month was 5,051,000 gallons, and the USDA Bonds are current at \$1.5 million. In the Landfill Fund, we have \$1,232,378 in accrued YTD revenue; \$1,000,900 in YTD expenses leaving it with a net income of \$231,479. The total tonnage received for the month of April was 4,211.50. Approximately 46% of that was delivered under the Advanced Environmental commercial contract, 15% under the City's residential contract, and 7% under the County's residential service contract. The GEFA Loans are current at \$4.025 million. In the Cash On Hand Report, we ended the month with just over \$8 million in the General and Special Revenue Funds combined, \$2.6 million in the proprietary funds, and \$8.5 million in the SPLOST & TSPLOST funds giving a county wide total at 04/30/15 of just over \$19 million. Of that amount \$14.6 million is reserved or restricted for special projects or uses. In the 2000 SPLOST Issue, we have spent \$17.5 million under this issue, leaving just under \$800,000 to finish out those projects. In the 2005 SPLOST Issue, total collections remain at \$24.7 million. To date we have total expenditures of \$20.6 million leaving just over \$4 million to complete the projects included in this issue. Distribution No. 39 of the 2011 SPLOST Issue, received in April representing March retail sales in the amount of \$339,101 is down 3% from last year. To date we have collected \$12.875 million in revenue under this issue and expended \$12.5 million. Projects benefiting for the month of April from all SPLOST Funds were County Roads, EMS & E911, Recreation, the CCSO, the Darton Project, and the cities of Arabi and Cordele. Just like SPLOST this month, the L.O.S.T distribution's receipt came in 3.15% less than April of 2014. The CDBG Revolving Loan Fund monthly report, which includes the balance and status of all our CDBG Revolving Loan Fund Accounts, ended the month with a total outstanding balance of \$1.6 million. The final report is the revenues by fund and expenditures by department preliminary report for the ten-month period of July 2014 through April 2015. The summary report shows the expended percentage of appropriations for each individual department and the total for each fund. As of April 30th, all departments and divisions should be at or below 83% of their annual allowances. Overall, the preliminary numbers indicate the General and Special Revenue Funds at 84%, the Water Fund at 86% and the Landfill Fund at 80%.

APPROVE CONTRACT TO CITY OF CORDELE FOR E-911 SERVICES

Mrs. Leverett reported that they have been working for several months trying to obtain an agreement with the city for their shared cost of the E-911 services. Mickey Dunnivant, E-911 Director, has been in conversations with them and verbally informed them of what we were planning to propose. We plan to propose, included in the contract, to take the cost less all E-911 direct revenue from E-911 fees, and what is not covered by the E-911 fee will be split on a 50-50 basis between the county and the city. Our attorney, Mr. Lawson, was given those terms, and he has prepared the draft contract based on those terms. She advised that the E-911 Fund is a Special Revenue Service Fund and any cost not covered by the fees directly attributed to that fund has to be transferred out of the General Fund. This change in the contract will save the county about \$100,000 out of the General Fund this year, and that is already factored in to the numbers she gave earlier. She advised that we have been basically operating without a contract since 2009 or 2010. **Motion was made by Mr. Nance to approve the E-911 Contract with the City of Cordele and authorize the E-911 Director and Finance Director to take it to the city for their consideration, seconded by Mr. Mathis, motion carried unanimously.**

ADMINISTRATOR'S REPORT

Mr. Patton reported that 1) he attended several meetings and events last month; 2) he attended the ACCG Annual Conference in Savannah. He took part in County Managers training and other classes to increase his knowledge and worth to the county and its citizens; 3) as the county's Legislative Representative, he monitored and corresponded with our State Legislators on legislation that would

impact our county; 4) work is near completion on Pickens Pool. It will be ready to open on schedule. Also they are working on the other outlying parks to get them ready for summer use; 5) he met with Advanced Disposal to discuss delinquent accounts. The number hovers around 800 consistently, about 10% of all accounts. They are continuing to look at possible solutions to this problem; 6) he met with Steve Rentfrow and Edward Beach to continue with the search for Bruce's replacement; 7) at the Friends of the Park board meeting they were briefed on some renovations at the retreat, looks like they will start next year with room renovation, etc. ACCG will hold advanced leadership training at the retreat in July. We are working to expand the RV Park by five spaces; and 8) he attended an E-911 appreciation luncheon for our hard working people in 911.

GO INTO EXECUTIVE SESSION

Motion was made by Mr. Nance to go into Executive Session to discuss real estate, litigation, and personnel after a 10 minute suspension, seconded by Mr. Felton, motion carried with all Commissioners voting to go into Executive Session.

COME OUT OF EXECUTIVE SESSION

Motion was made by Mr. Mathis to come out of Executive Session, seconded by Mr. Nance, motion carried with all Commissioners voting to come out of Executive Session.

DEMOLISH OLD WARDEN'S HOUSE

Motion was made by Mr. Mathis to demolish the old Warden's house next to public works, seconded by Mr. Farrow, motion carried unanimously.

ADJOURNMENT

Motion was made by Mr. Nance to adjourn the meeting at 11:30 a.m., seconded by Mr. Mathis, motion carried unanimously.

Clark Henderson, Chairman

Tom Patton, County Administrator