

WHITE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE WORK SESSION HELD

TUESDAY, JANUARY 27, 2015 AT 4:30 P.M.

The purpose of the work session is to discuss agenda items for the Regular Meeting to be held Monday, February 2, 2015 at 4:30 p.m.

The White County Board of Commissioners held a Work Session on Monday, January 27, 2015 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, County Attorney Bill House, Finance Director Vicki Mays, and County Clerk Shanda Murphy.

DISCUSS GEORGIA MOUNTAIN RENTALS REQUEST FOR REFUND OF HOTEL MOTEL EXCISE TAX PAID 2011 TO 2013 FOR FOUR (4) RENTAL PROPERTIES PHYSICALLY LOCATED IN HABERSHAM COUNTY.

Attorney Chad Knott presented a request to the Board of Commissioners for a refund in the amount of \$13,707.59 to Georgia Mountain Rentals for lodging tax paid to White County in 2011, 2012, and 2013 associated with properties physically located in Habersham County. He stated that this was paid to White County in error and Habersham County was now requesting lodging tax payment on these properties. He requested that White County process the check to Habersham at their 7% tax rate in the amount of \$11,994.14 and the remaining amount to Georgia Mountain Rentals in the amount of \$1,713.45. There was a consensus of the Board that this item would be placed on the February 2, 2015 consent agenda.

DISCUSS A RESOLUTION PRESENTED BY THE WHITE COUNTY CHAMBER OF COMMERCE REQUESTING THE GEORGIA GENERAL ASSEMBLY OFFICIALLY DESIGNATE THE CLEVELAND BYPASS AS THE APPALACHIAN PARKWAY.

Mr. Tom O'Bryant, Director of Community & Economic Development, presented information to the Board on the Chamber of Commerce's efforts to obtain GATEWAY and directional signage related to the Cleveland By-Pass. He stated the Chamber was asking for the County's support to request that the General Assembly designate this as "The Appalachian Parkway". There was a consensus of the Board that this item would be placed on the February 2, 2015 consent agenda.

DISCUSS ACCEPTANCE OF THE 2015 GRANT FOR THE NORTH GEORGIA REGIONAL DRUG ENFORCEMENT OFFICE (NGRDEO) IN THE AMOUNT OF \$359,412.00 FOR OPERATION OF THE MULTI-JURISDICTIONAL DRUG TASK FORCE (WHITE, LUMPKIN, TOWNS, UNION, BANKS, STEPHENS, AND RABUN COUNTIES).

Mr. Mitchell Posey, GBI Special Agent, presented the 2015 Edward Byrne Memorial Justice Assistance (HAG) grant for the North Georgia Regional Drug Enforcement Office (NGRDEO)

in the amount of \$359,412.00 for operation of the multi-jurisdictional drug task force (White, Lumpkin, Towns, Union, Banks, Stephens, and Rabun Counties). There was a consensus of the Board that acceptance of this grant would be placed on the February 2, 2015 consent agenda.

DISCUSS THE REQUEST MADE BY THE WHITE COUNTY YMCA FOR THE PURCHASE OF TWO (2) MOWERS AND ONE (1) SMALL TRACTOR FOR USE IN GROUNDS MAINTENANCE AT WHITE COUNTY RECREATION FACILITIES.

Ms. Lynn Adams, Director of the White County Parks YMCA, asked for the Board's approval to obtain bids through the County for two (2) mowers and a small tractor. She estimated the total cost of the equipment to be approximately \$40,000.00 to \$50,000.00. There was a consensus of the Board that Ms. Adams should move forward with obtaining bids through the County and bring those bids back to the Board of Commissioners for consideration.

DISCUSS OPTIONS FOR BRIDGE INSTALLATION AT THE WHITE COUNTY RECREATION COMPLEX IN ORDER TO CONNECT THE ASBESTOS ROAD PARK WITH YONAH PRESERVE.

Mr. Melton presented various options from CHA, Sunbelt Structures, and Conteches. He stated that the first step would be to designate an engineer for the project in order to obtain more specific details on options for the bridge project, including cost estimates, and once the project specifications were completed the project would be put out for bid with the help of the engineering firm. There was a consensus that awarding the Professional Services (Engineering) to CHA would be placed on the February 2, 2015 consent agenda – with the cost of engineering services for the project being paid from SPLOST with the Board seeking a recommendation from CHA (SPLOST Management) for whether it should come from the old or new SPLOST.

DISCUSS THE PROPOSED HELEN FIRE AGREEMENT.

Commissioner Bryant asked that the proposed Helen Fire Agreement be tabled until further notice. There was a consensus to table this item.

DISCUSS THE WHITE COUNTY ROAD DEPARTMENT'S REQUEST FOR EQUIPMENT PURCHASE – TRACTOR, TRUCK, SALT SPREADER, AND SNOW PLOW.

Mr. Terry Palmer, Director of Public Works, presented the department's equipment needs to the Board including a tractor with extended arm mower (to replace an 80's model), a crew cab 4x4 pick up (to eliminate crews having to take multiple vehicles to worksites, a spreader, and a snow plow for use on a tandem truck. He estimated the total cost for the equipment to be \$169,000.00. There was a consensus of the Board that the items should be put out to bid, with bids being brought back to the Board of Commissioners for approval.

January 27, 2015 – Work Session Minutes (continued)

DISCUSS THE WIDENING OF THE INSIDE CURVE AT THE INTERSECTION OF MAULDIN ROAD ON THE EASTSIDE OF ASBESTOS ROAD.

Mr. Terry Palmer presented the proposal for the widening of Asbestos Road in advance of the resurfacing project for the road. He stated the proposed widening would be two (2) feet for 1,000 feet along Asbestos Road (eastern side) in a curve near Mauldin Road. He estimated the cost to be \$7,000.00 with the work to be done with County labor. He stated that the County would need to obtain additional right of way and he would be meeting with Windstream regarding utility location issues. There was a consensus that approval for widening of the specified section of Asbestos Road would be placed on the February 2, 2015 Consent Agenda with the cost to be paid from the old (08) SPLOST account.

DISCUSS THE COMPREHENSIVE FINANCIAL POLICY PREVIOUSLY SUBMITTED TO THE BOARD FOR CONSIDERATION.

In reviewing the draft Comprehensive Financial Policy – the Board directed that the policy be reviewed by County Auditors (Rushton & Company) and be brought back before the Board was this was complete.

PRESENTATION OF A DRAFT PAID TIME OFF (PTO) POLICY FOR THE WHITE COUNTY PERSONNEL MANAGEMENT SYSTEM.

Ms. Shanda Murphy, County Clerk / Human Resources Director, presented the draft Paid Time Off Policy (PTO). She explained that several of the Elected Officials and County Department Heads had complained about the current vacation / sick time policies and from that there was a committee formed to look at possible options for revising the policies in early-2013. She stated that the committee was provided several sample policies and surrounding county surveys. Ms. Murphy explained that the draft being presented came from the committee's work and would pool vacation and sick time into combined Paid Time-Off (PTO). She stated that currently at the end of the calendar year – employees lose any vacation time in excess of an 80 hour balance. With the proposed policy the 80 hour maximum vacation carryover would be combined with the current 160 hour maximum sick time accumulation for a revised maximum carryover of 240 hours (or equivalent) with any time in excess of the 240 hours being put into a Catastrophic Leave Account to be utilized in very limited circumstances. Ms. Murphy also explained that currently at the end of employment vacation balances are paid out if the employee has completed their 6 month probationary period, however the draft policies allows for a maximum of 240 hours to be paid out at separation since the totals are combined. Chief Deputy Bob Ingram and County Manager Michael Melton spoke in favor of the policy. There was a consensus that the adoption of the Paid Time Office Policies would be placed on the February 2, 2015 Consent Agenda.

REVIEW THE AGENDA FOR THE MONDAY, FEBRUARY 2, 2015 REGULAR MEETING.

The agenda for the February 2, 2015 Regular Meeting was reviewed and approved based on the details above.

January 27, 2015 – Work Session Minutes (continued)

The minutes of the January 27, 2015 Work Session were approved by the White County Board of Commissioners.

February 2, 2015

s/Shanda Murphy

Shanda Murphy, County Clerk