

**WORK SESSION MEETING
BERRIEN COUNTY BOARD OF COMMISSIONERS
TUESDAY, MARCH 3, 2015
6:00 P.M.**

CALL TO ORDER

Chairman, Jimmy Parker called the work session meeting of the Berrien County Board of Commissioners to order on Tuesday, March 3, 2015, at 6:00 p.m. Members of the Board of Commissioners present were, Commissioner Robert Griner, Commissioner Steve Sumner and Commissioner Doc Sumner. Commissioner John Nugent was absent.

Invocation: Attorney Tom Thomas
Pledge: Commissioner Robert Griner

MINUTES: Commissioner Doc Sumner made the motion to approve the February 10, 2015 Regular Session Minutes and the March 3, 2015 Work Session Minutes, seconded by Commissioner Robert Griner. The motion carried unanimously

ADDITIONS TO AGENDA: Commissioner Steve Sumner made the motion to amend the agenda and add items G – L to the agenda, seconded by Commissioner Robert Griner. The motion carried unanimously.

UNFINISHED BUSINESS:

A. Equipment Acquisition – Alapaha Fire Department - Administration received a request from Alapaha Fire Department to purchase five pagers from Hasty's Communications & Electronics for \$1,999.00. County Administrator, Brenda Ferrell, spoke with Fire Chief Kenneth Griner and Mayor Smith in reference to the City of Alapaha paying for half the cost since they would be used for city and county. Both the Mayor and Fire Chief feels it is double taxation. County Administrator explained the budget for the fire departments and that it is solely funded with insurance premium tax funds from the unincorporated area. Commissioner Steve Sumner stated that he feels the county should not pay 100% of the cost because we do fund the fire department budget with insurance premium tax. The other cities have shared the cost in the past. Commissioner Steve Sumner made the motion to approve up to \$1000.00 towards the purchase of five pagers and request that the Town of Alapaha pay 999.99, seconded by Commissioner Robert Griner. The motion carried unanimously.

NEW BUSINESS:

A. Drug Court Test Kits – Administration is requesting ratification on the purchase of drug Court testing items. This item was purchased from Siemens Healthcare Diagnostic Web Shop in the amount of \$2,322.88. Commissioner Robert Griner made the motion to ratify the purchase of the Drug Court testing items from Siemens Healthcare Diagnostic Web Shop in the amount of \$2,322.88, seconded by Commissioner Steve Sumner. The motion carried unanimously.

B. Rural Fire Defense Cooperative Lease Agreement and Memorandum of Understanding – Administration received the Rural Fire Defense Cooperative Lease Agreement and Memorandum of understanding for each fire department from Blair Joiner, Forestry. Because of the intermingling of structures and wildland fuels in the areas of Berrien County, the objectives of the two organizations are inseparable, to minimize the loss of life and property as a result of uncontrolled fire. The purposes of these documents are to provide for closest possible cooperation on mutual objectives and to clarify the purpose and responsibilities of each organization. Commissioner Steve Sumner made the motion to approve the Rural Fire Defense Cooperative Lease Agreement and Memorandum of Understanding,

seconded by Commissioner Robert Griner. The motion carried unanimously.

C. Amendment to Existing TPO Agreement – MIDS – Administration received a request from Danny Saturday, Mids, Inc. to make changes to the existing TPO Agreement between Berrien County and Mids, Inc. dated January 1, 2011. The change is on Page 10 of the existing agreement under “Term of Agreement and Termination of Agreement”.

Delete the following: “Thereafeter, COUNTY shall the option to extend the term of this Agreement for up to three additional one-year terms as follows:

- (a) January 1, 2012 through December 31, 2012;
- (b) January 1, 2013 through December 31, 2013;
- (c) January 1, 2014 through December 31, 2014.”

Replaced with: “Thereafter, COUNTY shall have the option to extend the term of this Agreement for up to four additional one-year terms as follows:

- (a) January 1, 2012 through December 31, 2012;
- (b) January 1, 2013 through December 31, 2013;
- (c) January 1, 2014 through December 31, 2014;
- (d) January 1, 2015 through December 31, 2015”

Commissioner Robert Griner made the motion to approve the amendment to the existing TPO Agreement with Mids, seconded by Commissioner Steve Sumner. The motion carried unanimously.

D. Contract to conduct Obstruction Analysis & DBE Plan – Airport – GDOT – Administration received a request from Crissy Staley for approval on the GDOT Contract to Conduct Obstruction Analysis and DBE Plan for the Airport. This project contains \$16,583.00 of federal funds and \$921.00 of state funds with a local share of \$922.00 (SPLOST). Crissy Staley stated that this is a study to see what obstruction are at the airport. The DBE is a plan that basically shows we are under served. Like a Tier type plan. Commissioner Steve Sumner made the motion to approve the contract to Conduct Obstruction Analysis and DBE Plan at the Berrien County Airport for total cost of \$16,583.00 of federal funds, \$921.00 of state funds and a local match of \$922.00 SPLOST funds, seconded by Commissioner Robert Griner. The motion carried unanimously.

E. Economic Opportunity and Incentive Scale – Resolution – Administration received a request to approve a Resolution of the Berrien County Development Authority to Adopt an Economic Opportunity and Incentive Scale for Economic Promotion and Development within Berrien County. Item c addresses the “clawback”. Crissy Staley stated this is the local incentive plan that the Economic Development Team has been working on. Commissioner Steve Sumner worked with her on the clawback and feel they have came up with sufficient language. Commissioner Steve Sumner said they tried to make certain that looking at the time system, the county recoops 50% of the taxes back. If a company does not adhere to the agreement then they pay back the taxes. Commissioner Steve Sumner asked if Crissy Staley had heard anything back from the school board. She stated that she spoke with Danny Hayes, School Superintendant, but that it was when all the Transportation Bill was being discussed. She will revisit with him. The City of Nashville Mayor stated they would approve whatever the County approves. Crissy stated she will be meeting with the Towns of Enigma and Alapaha in April. Commissioner Robert Griner made the motion to approve the Economic Opportunity and Incentive Scale Resolution, seconded by Commissioner Steve Sumner. The motion carried unanimously.

F. Equipment Acquisition – Recreation – Administration received a request from Brad Wells, Recreation Director, to purchase equipment for the upcoming baseball/softball seasons. He has provided three quotes. He is requesting the board approve the lower quote from R & S Sports for \$7,400.90. Brad Wells stated that he feels he can reduce his total to about \$5,000.00. County Administrator, Brenda Ferrell, stated that last year our quote approval was for \$4,039.00. Commissioner Robert Griner made the motion to approve the quote from R&S Sports for \$7,400.00, seconded by Commissioner Steve Sumner. Commissioner Steve Sumner stated he feels we should have him requote the bids for what he is actually going to purchase. Commissioner Robert Griner made the motion to amend his motion and give authorization to Brenda Ferrell to approve the lower bidder after new quotes up to \$5,000.00, seconded by Commissioner Doc Sumner. The motion carried unanimously.

G. Architect Selection – CDBG – Economic Development – Administration received a request to select an architect for the CDBG for Community & Economic Development Project. We received four bids and have completed the scoring process. We are recommending Ellis, Rickett & Associates for the CDBG Project. Commissioner Robert Griner said that Glenn Gregory has done a lot for this county and he would like to see it awarded to them. Crissy Staley stated that Ellis, Rickett & Associates had more historical experience. Commissioner Steve Sumner said we will still have to address the liability. Crissy Staley said there is a way to mitigate the easement issue. She will be getting in touch with Savannah to see how they have done it in the past. There is no match to the grant and if the grant is not approved or we do not move forward with it then there are no fees paid. The easement is post grant award. Commissioner Steve Sumner made the motion to approve Ellis, Rickett & Associates as the architect for the CDBG for Community & Economic Development Project, seconded by Commissioner Robert Griner. The motion carried unanimously.

H. Computer Acquisition – DA – Administration is requesting ratification on the purchase of a new computer for the District Attorney's Office. This computer was purchased without a purchase order or prior approval. It was purchased from Spectra Computing in the amount of \$1,129.00. Commissioner Robert Griner made the motion to ratify the computer purchase from Spectra Computing for \$1,129.00, seconded by Commissioner John Nugent. The motion carried unanimously.

I. Supply Order – Jail – Administration is requesting ratification on the purchase of supplies for the jail. The order was from Bob Brker in the amount of \$1,468.36, seconded by Commissioner Steve Sumner. The motion carried unanimously.

J. EMS Grant – Administration is requesting the board approve moving forward with an EMS Grant. It is a state grant up to \$100,000.00. There is no county match. We originally thought we would apply for an ambulance but that is not covered in the grant. Daryl Lancaster, EMS Director, is requesting we purchase two cardiac monitors and two automatic CPR units. The grant is due March 20th. Due to the deadline, we are requesting that Mary Alice McGee write the grant paying her a 4% commission on amount awarded. One-half will be paid to her upon submitting the grant application and the remainder upon award of the grant. Commissioner Steve Sumner stated that these are capital request items and if we can get a grant to cover it then it would not take away from general fund. Commissioner Doc Sumner made the motion to approve the EMS Grant Application and to pay the 4% Commission with 2% upon submittal and 2% at award to Mary Alice McGee, seconded by Commissioner Steve Sumner. The motion carried unanimously.

K. FY 2016 Transit Grant Application & Authorizing Resolution – Administration is requesting the board approve the application for the FY 2016 Transit Grant and Authorizing Resolution. Commissioner Robert Griner made a motion to approve the FY 2016 Transit Grant Application and Authorizing Resolution.

L. Resolution – Tax Assessor – Administration received a request for the Board to approve a Resolution establishing terms of the members of the County Board of Tax Assessors. Commissioner Robert Griner made a motion to approve the Resolution, seconded by Commissioner John Nugent. The motion carried unanimously. (Resolution attached)

REPORTS FROM COMMITTEES AND DEPARTMENTS:

Crissy Staley –

- Thanked the Board for their support in moving from the old courthouse to the Administration Building. Crissy stated “You had employees who dropped everything to help us. I really appreciate it.”
- Addressed the Board about putting the road sign up at the Administration Building. The Board was in favor of it.
- North Berrien Industrial Park – Crissy spoke with Ben Warren, Public Works Direction, about mowing the park. Ben stated it needs to be stumped before they can mow. Commissioner Steve Sumner suggested burning it off and then mowing. Commissioner Steve Sumner made a motion to have Alapaha, Enigma or Forestry burn it as a controlled burn and then have Public Works come in and stump the property, seconded by Commissioner Doc Sumner. The motion carried unanimously.

COMMISSIONER’S ITEMS:

Jimmy Parker –

- Originally we were told we need two slabs at Rest EZ for the trash compactor. They were out there to pour the cement today and we discovered that 12 feet on the one side is not enough room for trucks. Commissioner Parker called Brenda Ferrell, County Administrator, and decided that we would do the one pad and if needed go back and add the other pad on the other side later.

Steve Sumner –

- Commissioner Steve Sumner introduced his granddaughter Abigail Sumner. She is interested in politics and is here observing tonight.

COUNTY ADMINISTRATOR COMMENTS:

Brenda Ferrell –

- Economic Development Summit is March 10th at Chaparral from 8:00 am to 5:00 pm
- USDA Grant – we were told today that we should be able to order cars by the end of March. I spoke with the Sheriff Dept. and they are in dire need of new vehicles. We have one at the auto body shop, and in the shop being checked out possibly needing a new motor. USDA states that when we apply for the grant again in August that we can write a letter along with the application to purchase the vehicles before the grant is approved. This is something that we may need to consider.
- Ambulance Grant – I contacted Mary Alice McGee to see if she would be willing to write the grant and proposed the 7% commission upon award. She is asking the board approve \$3,500.00 to write the grant and then the remainder upon award. The majority of the board is not in favor of that. It was recommended to see if she wanted to do a 4% commission and 2% up front and then to upon the award.
- CDBG – According to the surveys, Browning Rd is not going to qualify. Right now they are at 60% low to mod income and we have to be at 70%. There is only one survey that has not been completed. King Rd. total cost is \$401,602. This includes attorney fees for land acquisition and administration costs. We have a couple surveys that are still out. The Board agreed to move forward with King Rd. and not proceed with Browning Rd. due to it not meeting low to mod income levels.
- Utilities at the Old Courthouse – The Board said to turn the water off but leave the electric on.

- Retreat – The Board would like to hold a retreat in April. We will look at calendars and set a date next week.
- There are some sewer/plumbing issues at the Sr. Building/Head Start Bldg. NBE Septic is going out today fix. County Administrator, Brenda Ferrell, asked the Board about addressing this in the Service Delivery Strategy Meeting because the City of Nashville is receiving rent from Head Start. The Board is in agreement.
- Christmas Party Invoice came in which will be divided six ways between the Commission Board and County Administrator at \$55.00 each. No county funds involved in this.

PUBLIC COMMENTS:

Brian Shaw – Mr. Shaw thanked the Board for all they have done for him and the Historical Foundations over the past years. Commissioner Steve Sumner welcomed Mr. Shaw and stated we recognize the treasures you have brought to the county. We want to make it work out. Commissioner Robert Griner stated that once the issues of the old courthouse was brought to our attention, we had to address it for the safety of our employees. Commissioner Steve Sumner asked if anyone knew how Brooks County received funding for the Historical Courthouse.

ADJOURN

With no other business to come before the Board, Commissioner Robert Griner made the motion to adjourn, which was seconded by Commissioner Doc Sumner. Meeting was adjourned at 7:04 p.m.

Chairman, Jimmy Parker

ABSENT
Vice Chairman, John Nugent

Commissioner, Steve Sumner

Commissioner, Robert Griner

Commissioner, Doc Sumner

ATTEST
County Clerk