

**WORK SESSION MEETING
BERRIEN COUNTY BOARD OF COMMISSIONERS
TUESDAY, JUNE 7, 2016
6:00 P.M.**

CALL TO ORDER

Chairman, John Nugent called the work session meeting of the Berrien County Board of Commissioners to order on Tuesday, June 7, 2016, at 6:05 p.m. Members of the Board of Commissioners present were, Commissioner Steve Sumner and Commissioner Jimmy Parker. Commissioners Robert Griner and Doc Sumner were absent.

PUBLIC HEARING:

A. FY 2016-2017 Budget Adoption – Commissioner Jimmy Parker made the motion to enter into Public Hearing for the FY 2016-2017 Budget Adoption at 6:05 p.m., seconded by Commissioner Steve Sumner. Chairman John Nugent stated the Public Hearing is now opened and asked for any input. Commissioner Steve Sumner stated that he feels this has been the most difficult year trying to come to a balanced budget. He commended County Administrator, Brenda Ferrell, for the hard work and time she put into the budget as well as commending the department heads on reducing their budgets and management of their budgets. Commissioner Steve Sumner explained some of the key points on the budget, as well as discussed capital item funding and insurance premium tax. Ben Warren, Public Works Director, asked about insurance premium tax which funds capital expenditures for other funds. County Administrator, Brenda Ferrell, gave the total of capital for other funds. No other questions were asked from the audience. Brenda Ferrell, County Administrator, pointed out that a new fund is added to the budget this year for a Mental Health Court. This is solely granted funded. She also stated that they are looking at going to a bi-weekly payroll for all employees and giving the employees a week's pay to help adjust as a bonus in lieu of any raises this year. With no other comments, the Chairman asked for a motion to close the Public Hearing. Commissioner Jimmy Parker made the motion to close the Public Hearing at 6:21 p.m., seconded by Commissioner Steve Sumner. The motion carried immediately.

SPECIAL CALLED MEETING:

Commissioner Steve Sumner made the motion to enter into a Special Called Meeting for refinancing of the Administration Building at 6:21 p.m., seconded by Commissioner Jimmy Parker. Administration requested the board approve the Resolution authorizing the Installment Sale on the Administration Building. Administration also requested the approval of the direction letter to BNY Mellon instructing them to notify bondholders the 2006 certificates are being paid early. There will be a public hearing next week at the regular session on this item. Bids were received with BB&T being the only bid received at a rate of 2.64% for 15 years. This will be approximately a \$42,000.00 annual savings with a total savings over the loan of \$616,555.04. Commissioner Steve Sumner read an email he received from Trey Monroe, Stifle. Commissioner Steve Sumner also explained that we were not able to call the bonds on the building until May 31, 2016 so this is the first time that we were able to try to refinance. Commissioner Steve Sumner made the motion to approve the Resolution authorizing the Installment Sale and the Direction Letter to BNY Mellon for the purpose of recalling the bonds, seconded by Commissioner Jimmy Parker. The motion carried unanimously. Commissioner Jimmy Parker made a motion to adjourn the special called meeting at 6:33 p.m., seconded by Commissioner Steve Sumner.

Commissioner Steve Sumner made the motion to enter in work session at 6:34 p.m., seconded by Commissioner Jimmy Parker.

UNFINISHED BUSINESS:

A. Board Appointment – Behavioral Health – Administration received a request from the
Work Session Minutes

South GA Community Service Board to appoint a representative to the South Georgia Community Service Board. Ms. Sherrie Williams is our current Berrien County Representative. Her term expires in June and does not wish to serve again. Sara Paulk is the only other name that has been mentioned and Commissioner Robert Griner was going to talk with her.

B. Board Appointment – Aging Advisory Council – Administration received a request from Southern GA Area Agency on Aging to appoint a representative to the Aging Advisory Council. This is a three year term. Ms. Elizabeth Moore’s term expires June 30, 2016. She is willing to serve another term.

NEW BUSINESS:

A. Pest Control Contract – Administration has advertised for bids on the Pest Control Contract. This is a two year contract. Bids will be accepted through 2:00 p.m., Tuesday June 14th. All bids will be opened during regular session.

B. FY 2016-2017 Budget Adoption Resolution – Administration presented to the board the FY 2016-2017 Budget Adoption Resolution.

C. Work Detail Agreement – Road Dept. – Administration received the FY 2016-2017 Work Detail Agreement between Berrien County and Georgia Department of Corrections. This is for the work detail crew that operates under the Road Department. The contract price is \$39,500.00 which is our current rate. Ben Warren, Public Works Director, said everything is going smoothly with them working.

D. Surplus County Property – Administration requested discussion on surplus of county property at the old landfill. Clinton Ray proposed to the board that he be able to purchase land at the old landfill. Over the last month, the board has been weighing out the fact of declaring the land as surplus or applying for a borrow permit. Jennifer Herzog, County Attorney, reviewed the current solar lease and they have a Right of First Refusal clause in the lease which basically means that whatever the best bid is, we have to notify the solar company and give them the option to purchase first. Ben Warren, Public Works Director, stated that he has given it a lot more thought and feels we need to keep it as county property.

E. FY 2016-2017 Holiday Schedule – Administration requested the following holidays be approved for the 2016-2017 fiscal year.

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| • Monday , July 4, 2016 | Independence Day |
| • Monday, Sept. 5, 2016 | Labor Day |
| • Thursday, Nov. 24, 2016 | Thanksgiving Holidays |
| • Friday, Nov. 25, 2016 | |
| • Friday, Dec. 23, 2016 | Christmas Holidays (Christmas Eve Observed) |
| • Monday, Dec. 26, 2016 | (Christmas Day Observed) |
| • Monday, Jan. 2, 2017 | New Year’s Day (Observed) |
| • Monday, May 29, 2017 | Memorial Day |

F. Equipment Purchase Road – Administration received a request from Ben Warren, Public Works Director, to purchase traffic barrels, rings and we floor signs. One quote was provided from Red Bud Supply in the amount of \$1,664.30. Ben Warren stated that they placed these items on roads and they get removed or stolen.

G. Computer Acquisition – Road – Administration received a request from Ben Warren, Public Works Director, to purchase a computer for the Assistant Road Superintendent. One quote was provided from Spectra Computing in the amount of \$1,021.44. Commissioner Steve Sumner asked if a

laptop would better suit the need. Rob Hawkins, Asst. Road Superintendent, said no that it would not. He uses the computer while in the office for ordering parts, getting quotes, etc.

H. Ratification Items – Administration requested ratification on the following items:

5-Year Hazard Mitigation Plan Update Grant Application for FEMA Grant Funding
Mowing Contract (2 year contract) – Brad Warren
Payment for Legal Defense for the Sheriff - \$15,000.00
Southern Safety Services – Flagger Certification - \$1,330.00
Advanced Drainage Systems - \$2,068.56

REPORTS FROM COMMITTEES AND DEPARTMENTS: None

COMMISSIONER’S ITEMS:

Jimmy Parker -

- City of Nashville approved to purchase two scoreboards for the Recreation Department. They are purchasing the scoreboards with the Hotel & Motel Tax revenues which have to be spent on tourism. They have given authorization to Economic Development and Better Home Town to advertise on the signs which meets regulations for promoting tourism. They ask that the county maintain the signs since they are purchasing them. They will have their attorney draw up a simple intergovernmental agreement.

Steve Sumner –

- The City of Nashville to agreement to donate their portion of the savings on the refinance of the Administration Building to Economic Development. We are still waiting on a decision from some of the smaller cities. Scott Stalnaker really went to bat for the county in getting the city to agreement to redirect their savings.

John Nugent –

- Commissioner Nugent and Ben Warren looked at the boat ramp at Shaboggy Bridge. The sand has washed away. They feel they can put some concrete pieces there to help stabilize it. County Administrator asked if we would not have to get a permit or approval from DNR to add the concrete. County Attorney advised that she would be very hesitant about doing it if it is not on county property. Commissioner Jimmy Parker asked Ben Warren, Public Works Director, to check more into it.

PUBLIC COMMENTS: None

COUNTY ADMINISTRATOR COMMENTS:

Brenda Ferrell –

- Behavioral Health Services is requesting a budget donation request. I know that is not something that we do but what to advise the board that the request was received.
- Received the quote for the newspaper ad on placing commissioner names and phone numbers in the paper. It is \$75.00 once a month. Second run will be free, sort of a buy one get one free. The board was not in favor of doing this.
- LMIG Striping Project – Watkins & Associates will do a change order and make this striping project part of the current LMIG Paving Project if the board chooses to do so and Scruggs agrees to do this. This will save the county about \$3,500.00 by doing it this way.
- Explained the new FLSA Law on salary employees. This is something we will have to look closely at. This becomes effective December 1, 2016.

ADJOURN

With no other business to come before the Board, Commissioner Steve Sumner made the motion to adjourn, which was seconded by Commissioner Jimmy Parker. Meeting was adjourned at 7:15 p.m.

Chairman, John Nugent

Vice Chairman, Steve Sumner

Commissioner, Jimmy Parker

Commissioner, Robert Griner

Commissioner, Doc Sumner

ATTEST _____
County Clerk