

**Baldwin County Commissioners
Regular Meeting
February 16, 2016
6:00 p.m.**

The Regular Meeting of the Baldwin County Commissioners was held Tuesday, February 16, 2016, at 6:00 p.m., Baldwin County Courthouse, Suite 319, 121 North Wilkinson Street, Milledgeville, Georgia with Chair Sammy Hall presiding.

Members Present: Emily C. Davis
Tommy French
Sammy Hall
Henry Craig
John Westmoreland

Also Present: David McRee
Ralph McMullen
Dawn Hudson
Cindy Cunningham

Call to Order

Chair Sammy Hall called the February 16, 2016, Regular Meeting to order at 6:00 p.m.

Approval of Minutes

Commissioner Henry Craig made a motion to approve the minutes of the February 2, 2016, Regular Meeting as submitted. Vice Chair Emily C. Davis seconded the motion and it passed unanimously.

Comprehensive Plan Implementation Meeting

Ms. Crystal Gaillard with the Middle Georgia Regional Commission stated the Regional Commission is required by the Georgia Department of Community Affairs (DCA) to host bi-annual Plan Implementation Meeting for all jurisdictions within the region. She stated the goal of the meetings is to discuss comprehensive planning requirements, the County's existing plans and deadlines, and to receive feedback on the usefulness of these plans in everyday operations of the government.

Ms. Gaillard reported Baldwin County's Comprehensive Plan must be updated and approved by February 28, 2018. She stated this process would begin in the fall of this year along with a review of the Short-Term Work Program to determine items that have been accomplished and others that remain on the list of projects.

Ms. Gaillard stated the draft of the Regional Plan is now available for review on the website of the Regional Commission.

Commissioner Henry Craig commented that Johnny Grant, Director of Economic Development and External Relations of Georgia College and State University, addressed the Board in 2014 and presented a Strategic Planning Initiative for Milledgeville and Baldwin County. He stated he felt this would be a great tool in plan updates.

Tax Commissioner's Bill and Collection Software

Finance Director Dawn Hudson reported that in 2011 the County solicited bids for new software that would bring together different functions within the County. Tyler Technologies, the largest software company in the nation solely focused on providing integrated software and technology services to the public sector, was selected. She stated the process was started in 2012 when the finance and utility billing software was converted. The second phase of the implementation is the tax appraisal and billing / collection solution which streamlines operations between departments and provides instant access to data across multiple offices.

Ms. Hudson discussed an investment summary showing the cost of software licensing and implementation services with a cost breakdown by year. She reported the conversion of the Tax Commissioner's office will begin this year with the Tax Assessor's office in 2017 and 2018. She stated the cost of the upgrade will be paid from SPLOST funds, and the ongoing maintenance will be funded through the General Fund.

Finance Director Hudson requested approval to move forward with the software conversion as presented and requested authorization for the Chair to sign contract documents once they are prepared and reviewed by the County Attorney.

Vice Chair Emily C. Davis made a motion to proceed with the software conversion as presented and to authorize the Chair to execute related documents. Commissioner Henry Craig seconded the motion and it passed unanimously.

Appointment to Board of Health

Chair Hall presented a letter from the Board of Health stating the term of current member Faye Smith expired December 31, 2015. He stated Ms. Smith has agreed to serve another term on the Board to serve as an Advocate for the Needy, Underprivileged or Elderly.

Vice Chair Emily C. Davis made a motion to reappoint Faye Smith to serve another term on the Board of Health as an Advocate for the Needy, Underprivileged or Elderly. Commissioner Henry Craig seconded the motion and it passed unanimously.

Resolution for 2016 CDBG Application

County Manager Ralph McMullen reported that on February 3rd a Public Hearing was held regarding the proposed 2016 Community Development Block Grant application for sewer improvements in the target area which includes areas around Richard Drive, Joy Street, Southside Drive, and Town Street. As part of the application process, a Resolution must be adopted by the Board of Commissioners stating the need to provide sewer improvements in the target area; that the County commits to the \$10,000 required cash match for the project, \$1,000 for the required audits and additional cash and/or in-kind services needed to complete the project over the grant amount; that the Chairman is authorized and directed to act as the official representative of the County in connection with the application and to be responsible for compliance with the applicable state and federal requirements of the program; that the Chairman is authorized to enter into an agreement for engineering and grant administration services relating to the application and subsequent grant (if funded); that the County commits to own, operate and maintain all proposed improvements; that the County has adopted the Citizen Participation Plan of the Georgia Department of Community Affairs to ensure public involvement in the CDBG process; that the County acknowledges that the proposed project is subject to the requirements of Section 3 of the Housing and Urban Development Act and the County's Section 3 Compliance Plan and will comply with all Section 3 requirements; that the proposed project is subject to the requirements of Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), Section 104 of the Housing and Community Development Act of 1974 and Section 105 of the National Affordable Housing Act of 1990; that the County further acknowledges that the proposed project is subject to the requirements of Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990 and the Architectural Barriers Act and the County commits to comply with all Section 504 requirements; that the proposed sewer improvements are in conformance with the Baldwin County Comprehensive Plan and are not inconsistent with the County's Service Delivery Strategy, and that the County has made a true commitment to the project for the successful completion of the improvements for the citizens, especially the County's low to moderate income citizens.

County Manager McMullen requested Board approval of the Resolution and authorization for the Chair to sign related grant documents and agreements for the grant administrator and engineer.

Commissioner Henry Craig made a motion to adopt the Resolution as presented and to authorize the Chair to execute related documents and agreements. Commissioner Tommy French seconded the motion and it passed unanimously.

A copy of the Resolution is herewith attached and made an official part of the minutes at pages _____ and _____.

Old Business

Vice Chair Emily C. Davis stated she felt County Manager Ralph McMullen should take extra measures to build a better relationship with employees and supervisors. She stated many employees will not file a grievance.

Commissioner John Westmoreland stated roads are being destroyed by logging trucks due to the weight being hauled, and he requested that the County investigate ways to prevent the road destruction. He requested County staff and the Attorney look at ways to address the situation.

County Manager McMullen reported he had met with Code Enforcement Officer Steve Owens and County Engineer Brian Wood about such complaints.

Commissioner Henry Craig stated he was pleased to see the advertisement for bids for the Veterans sidewalk project in the newspaper and is in hopes the project will begin soon.

New Business

Vice Chair Emily C. Davis requested the County look further into the provision of emergency services for Baldwin County. She asked if the Board would consider a direct contract with Navicent. Chair Hall responded the County would definitely need to investigate all avenues before any consideration was given to enter into a direct contract with Navicent for ambulance services.

Commissioner John Westmoreland asked for an update on Oconee Regional Medical Center. Chair Hall and Commissioner Craig concurred that the situation remains the same, and they will report back to the Board with any new information.

County Manager's Report

County Manager McMullen had no additional information to bring before the Board.

Public Comment Period for Non-Agenda Items

Ms. Iva Griffin reported she had attended a meeting at the City, and a list of services and the cost of services to the City had been provided. She asked when the County and City would meet to begin work on the Service Delivery Strategy.

Chair Hall reported the current Service Delivery Strategy has a deadline in 2018. County Manager McMullen reported he and other staff members have begun the process of gathering information related to actual costs for the provision of services. Once data is analyzed, information will be presented to update the Commissioners.

Ms. Laura Mathis, Deputy Director of the Middle Georgia Regional Commission, reported that the update of the Comprehensive Plan which was discussed earlier in the meeting would trigger the process to begin looking at the Service Delivery Strategy. She stated the anticipated date for the Comprehensive Plan update to begin will be the fall of 2016.

Adjournment

Commissioner Henry Craig made a motion to adjourn the Regular Meeting at 6:350p.m. Vice Chair Emily C. Davis seconded the motion and it passed unanimously.

Respectfully submitted,

Sammy Hall
Chair

Cynthia K. Cunningham
County Clerk