



LUMPKIN COUNTY

Board of Commissioners

Work Session Agenda

Commissioners Boardroom

June 1, 2021
4:00 P.M.

The purpose of the work session is to discuss agenda items for the Regular Meeting.

- **CALL TO ORDER** Chairman Dockery
- **PRESENTATIONS**
 1. Ninth District Headstart Presentation
 2. 2022 Budget Presentation (*Finance Director Abby Branan*)
 3. DLC Chamber Leadership Lumpkin County Update (*Chamber of Commerce Director Robb Nichols*) ***Regular Meeting***
- **MINUTES**
 4. Board of Commissioners - Work Session - May 4, 2021 4:00 PM
 5. Board of Commissioners - Special Called Meeting - May 4, 2021 4:30 PM
 6. Board of Commissioners - SLUA Public Hearing - May 6, 2021 5:00 PM
 7. Board of Commissioners - Special Called Meeting - May 12, 2021 4:00 PM
 8. Board of Commissioners - Public Hearing - May 18, 2021 5:15 PM
 9. Board of Commissioners - Work Session II - May 18, 2021 5:30 PM
 10. Board of Commissioners - Regular Meeting - May 18, 2021 6:00 PM
 11. Board of Commissioners - BOC Retreat - May 24, 2021 9:00 AM
 12. Board of Commissioners - SLUA Public Hearing - May 27, 2021 5:00 PM
- **RESOLUTIONS**
 13. 2021 - 35 - Amend ACCG 457(b) Deferred Compensation Plan & Adopt ACCG 401(a) Senior Management Plan (*Community & Employee Services Director Alicia Davis*)
 14. 2021 - 37 - Consideration of Update to the Fixed Asset Policy (*Special Projects Director Ashley Peck*)
 15. 2021 - 38 - Consideration of Fleet Replacement Policy (*Special Projects Director Ashley Peck*)
 16. 2021 - 39 - Appoint Member to Board of Tax Assessors - --- to Seat 4 with a term expiring 06.30.2026
 17. 2021 - 40 - Resolution to Name the Commissioners Boardroom in Memory of Dr. David Miller Commissioner District 1
- **CONTRACTS/AGREEMENTS**

18. 2021-035 - Medical Director - EMS - Jack Freeman (*EMA Director David Wimpy*)
19. 2021-036 - ACCG-IRMA Property & Liability Insurance Renewal (*Community & Employee Services Director Alicia Davis*)
20. 2021-037 - Possible Renewal of State Properties Commission Lease - Technical College System of GA (*Special Projects Director Ashley Peck*)
21. 2021-038 - GDOC Inmate Work Detail Contract (*Special Projects Director Ashley Peck*)
22. 2021-040 - Consideration of a Fuel Contract (*Finance Director Abby Branan*) **Work Session II**
23. 2021-041 - Amend Kelley Building GMP (*Special Projects Director Ashley Peck*)

- **OTHER ITEMS**

24. Water Authority Request for Planning Inspector's Ford Ranger Pickup (*Water & Sewerage Authority Director Sean Phipps*)
25. Consideration of New Animal Shelter Facility Location (*Special Projects Director Ashley Peck*)
26. Kelley Building Dedication Plaque and Lettering (*Special Projects Director Ashley Peck*)
27. Special Event Permit Request – R-Ranch in the Mountains (*County Clerk Melissa Witcher*)
28. Special Event Permit Request – KC Mellow LLC (*County Clerk Melissa Witcher*)
29. Road Acceptance Request – Whelchel Valley Subdivision (1.949 miles total) (*Public Works Director Larry Reiter*)
30. Consideration of 326 Fred Burns Road Abandonment (*Public Works Director Larry Reiter*)
31. DALC Intent to Issue RFP for Broadband Partner (*Development Authority Director Rebecca Mincey*)
32. Naming of Commissioners Boardroom in Honor of Dr. David J. Miller (*Special Projects Director Ashley Peck*)

- **COUNTY MANAGER**

- **COUNTY ATTORNEY**

- **COMMISSIONERS**

- **PUBLIC COMMENT (Agenda Specific)**

- **ADJOURNMENT**

LUMPKIN COUNTY
Board of Commissioners
Work Session Minutes
Commissioners Boardroom



June 1, 2021
4:00 P.M.

CALL TO ORDER

The meeting was called to order at 4:01 PM by Chairman Chris Dockery

Attendee Name	Title	Status	Arrived
Chris Dockery	Chairman	Present	
Bobby Mayfield	District 2 Commissioner	Present	
Rhett Stringer	District 3 Commissioner	Present	
Jeffrey Moran	District 4 Commissioner	Present	

PRESENTATIONS

1. Ninth District Headstart Presentation

Ninth District Headstart Presentation

Chairman Dockery asked Ms. Tammy Dill if she needed any assistance from the Commissioners. She asked them if they have any recommendations on fixing the congested traffic situation by Headstart. The Chairman recommended she speak with Public Works Director Larry Reiter, or the school system's Operations Manager, Greg Trammell. Stan Kelley mentioned he has heard some comments from concerned Library patrons about the congested traffic as well.

2. 2022 Budget Presentation (Finance Director Abby Branan)

2022 Budget Presentation

Commissioner Stringer asked for a more detailed breakdown of the budget expenditures pie chart so he knows what goes under each category. The Chairman asked the Finance Director about the overall requested budget increase. He observed that about half of the \$2.2 million increase is from the recommended salary study pay increases, and the rest of it is Aquatic Center staff, the SAFER personnel, and a new 911 radio system. It appears there will be roughly a \$291,000 shortfall in revenue for the Aquatic Center.

Chairman Dockery observed that costs for materials, fuel, and maintenance have risen since the pandemic began last year. Ms. Branan, Finance Director, agreed that the costs of doing business have increased across the board. The Chairman said it appears that we need \$1 million of the budget simply to maintain the current level of service (due to cost increases) and Mr. Kelley and Ms. Branan both confirmed that. He asked the Human Resources Director, Alicia Davis, about how often the salary study company Evergreen recommends re-examining salaries, and she responded every 3-5 years. However, the company did not make a recommendation for how often to implement COLA's.

3. DLC Chamber Leadership Lumpkin County Update (Chamber of Commerce Director Robb Nichols)

DLC Chamber Leadership Lumpkin County Update

MINUTES

4. Board of Commissioners - Work Session - May 4, 2021 4:00 PM
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RESOLUTIONS

13. 2021 - 35 - Amend ACCG 457(b) Deferred Compensation Plan & Adopt ACCG 401(a) Senior Management Plan (Community & Employee Services Director Alicia Davis)

Amend ACCG 457(b) Deferred Compensation Plan & Adopt ACCG 401(a) Senior Management Plan

14. 2021 - 37 - Consideration of Update to the Fixed Asset Policy (Special Projects Director Ashley Peck)

Consideration of Update to the Fixed Asset Policy

Special Projects Director Ashley Peck explained how departments have currently been tracking assets using Excel indices. Staff hopes to be able to adopt a new policy using RFID tracking technology to streamline the process. Mr. Kelley said a modernized asset tagging system would be easier on staff and would keep better track of assets, and this is similar to the process that the Army uses for asset tagging.

15. 2021 - 38 - Consideration of Fleet Replacement Policy (Special Projects Director Ashley Peck)

Consideration of Creation of a Fleet Replacement Policy

Mr. Kelley said we are taking what is currently a subjective process and trying to make it objective by creating criteria to judge when vehicles should be replaced.

16. 2021 - 44 - Appoint Member to Board of Tax Assessors - --- to Seat 4 with a term expiring 06.30.2026

Appoint Member to Board of Tax Assessors - --- to Seat 4 with a term expiring 06.30.2026

Chairman Dockery said he may have a nominee by the Regular meeting.

17. 2021 - 40 - Resolution to Name the Commissioners Boardroom in Memory of Dr. David Miller Commissioner District 1

Resolution to Name the Commissioners Boardroom in Memory of Dr. David Miller Commissioner District 1

CONTRACTS/AGREEMENTS

18. 2021-035 - Medical Director - EMS - Jack Freeman (EMA Director David Wimpy)

This is a renewal agreement between Lumpkin County Emergency Services hereinafter called LCES and Jack Miller Freeman, Jr., M.D. hereinafter called Medical Director.

Chairman Dockery commented that the staff analysis alternately referred to the doctor as Jack Freeman or Jack Miller, and he asked for staff to clarify that for the future.

19. 2021-036 - ACCG-IRMA Property & Liability Insurance Renewal (Community & Employee Services Director Alicia Davis)

ACCG General Liability, Law Enforcement Liability, Public Officials Liability, Automobile Liability, Automobile Physical Damage, Property, Equipment Breakdown, & Crime insurance renewal.

Human Resources Director Alicia Davis said the increase this year is less than last year's increase. She expects to have all the final paperwork by the next meeting. The Commissioners asked if the increase was due to self-induced problems, or just due to the overall cost increase of insurance. Ms. Davis said there were less self-inflicted claims than the year before.

Commissioner Stringer asked if it might be worth looking around at other property/liability insurance providers. Ms. Davis said she could ask other Georgia counties if they use anyone else, but the benefit of ACCG is that they completely understand county insurance. Chairman Dockery agreed, and said the people managing the program are commissioners and would not impose undue costs. We also get safety grants from them and sometimes benefits in the form of dividends, he added. The Chairman said it wouldn't hurt to look around, but he would hate to be lured in by an insurance company with a cheap first year and then have a surprise increase the second year.

20. 2021-037 - Consideration of Renewal of State Properties Commission Lease - Technical College System of GA (Special Projects Director Ashley Peck)

Consideration of Renewal of State Properties Commission Lease - Technical College System of GA

Commissioner Mayfield made some positive comments regarding the Adult Learning Center.

21. 2021-038 - GDOC Inmate Work Detail Contract (Special Projects Director Ashley Peck)

GDOC Inmate Work Detail Contract

22. 2021-040 - Consideration of a Fuel Contract (Finance Director Abby Branan)

Consideration of a Fuel Contract

Chairman Dockery said this item was inspired by the recent fuel shortage event, and it will help ensure the County always has fuel for emergencies.

23. 2021-041 - Amend Kelley Building GMP (Special Projects Director Ashley Peck)

Amend Kelley Building GMP

Ms. Peck said this is for the sidewalks and parking at the Kelley Building. This was originally going to be paid for with funds separate from the Guaranteed Maximum Price (GMP), but Charles Black has given us a fair price quote to do the work. They are already on-site doing the renovations and are ready to do this project as soon as the BOC gives approval.

Commissioner Mayfield asked if this had to be bid out, but the County Manager said it did not because it falls under the required threshold. He said they are ready to finish the project as soon as the BOC reaches consensus. The Chairman asked him if this was SPLOST dollars due to it being ADA-related, but Mr. Kelley said it was an appropriation of the Board.

The BOC was in consensus to move forward with the project.

OTHER ITEMS

24. Water Authority Request for Planning Inspector's Ford Ranger Pickup (Water & Sewerage Authority Director Sean Phipps)

LCWSA respectfully requests the use of a 2003 Ford Ranger belonging to the Lumpkin County Division of Planning and Public Works.

25. Consideration of New Animal Shelter Facility Location (Special Projects Director Ashley Peck)

Consideration of site and plan for advancing project.

Ms. Peck said the area around Blackburn Park was determined to be an excellent location for the new animal shelter. Mr. Kelley said we looked at several County-owned properties, but this location is the most suitable and the most convenient. Chairman Dockery agreed, saying it was isolated enough to not be a nuisance to homeowners but would be convenient for staff. Animal Shelter Manager Wayne Marshall was in agreement and said the location would be great for access to the high call volume areas.

26. Kelley Building Dedication Plaque and Lettering (Special Projects Director Ashley Peck)

Kelley Building Dedication Plaque and Lettering

Both Commissioner Mayfield and Commissioner Stringer wanted to remove "for" from the lettering. The Chairman suggested "The Kelley Building - Planning & Development Services" (underneath). There was additional discussion on possibly including Mr. Kelley's start date and end date with the County.

27. Special Event Permit Request – R-Ranch in the Mountains (County Clerk Melissa Witcher)

Special Event Permit allowing R-Ranch in the Mountains to hold the 4th of July Concert Festival event July 2-3, 2021 at the R-Ranch.

28. Special Event Permit Request – KC Mellow LLC (County Clerk Melissa Witcher)

Special Event Permit allowing KC Mellow LLC to hold a wedding event June 27, 2021 at Vezalay Mountain View.

29. Road Acceptance Request – Whelchel Valley Subdivision (1.949 miles total) (Public Works Director Larry Reiter)

The HOA in Whelchel Valley is asking the BOC to accept the subdivision roads into the County Maintenance system when all repairs required by Staff are complete.

Public Works Director Larry Reiter said a few areas of the road need patching, and the Whelchel Valley Homeowners Association representative is here to answer questions if needed. Before they collect funding to pay for the repairs, they would like a commitment from the BOC that once they meet County standards, they will be accepted later on. Mr. Reiter said the roads do meet the standards already except for the few areas that need repairs. They were inspected as they were being built, but the developer chose not to ask for County acceptance back when the subdivision was finished due to the poor economy. Mr. Reiter will sign off on the repairs before any action is taken. Chairman Dockery said we can prepare a letter for signature at the regular meeting.

30. Consideration of 326 Fred Burns Road Abandonment (Public Works Director Larry Reiter)

Request to start the abandonment process for an approximately 0.25-mile portion of Fred Burns Road.

Mr. Reiter said if the BOC elects to start the abandonment process, we can then send letters to the residents and do the necessary advertising. Along with this abandonment, they are going to deed us a turnaround area to put in a cul-de-sac.

31. DALC Intent to Issue RFP for Broadband Partner (Development Authority Director Rebecca Mincey)

Lumpkin County was designated a "Broadband Ready Community" in 2019 by the Georgia Department of Community Affairs. This designation reflects that Lumpkin County is committed to improving the reliability, speed, and capacity of internet connections for businesses, residents, and visitors in Lumpkin County.

Development Authority Director Rebecca Mincey said funds will be issued to the OneGeorgia Authority this summer. The Development Authority intends to issue a Request for Proposals for a broadband provider to help explore where we can do a collaborative project, which will then be submitted to OneGeorgia Authority later on. She explained this is just the initial phase, and the Development Authority will collaborate with the Planning Department to submit a grant application later this summer. There will be a Department of Community Affairs webinar which will explain more about the timeline.

32. Naming of Commissioners Boardroom in Honor of Dr. David J. Miller (Special Projects Director Ashley Peck)

Naming of Commissioners Boardroom in Honor of Dr. David J. Miller

There was some discussion about the wording of the plaque. Mr. Kelley suggested removing "the" from the beginning of the plaque, and the BOC agreed. The plaque should read "Dr. David J. Miller Commissioners' Boardroom - Dedicated in memory of Dr. David J. Miller." The BOC would also like to add that wording above the door to the Boardroom.

COUNTY MANAGER

COUNTY ATTORNEY

COMMISSIONERS

PUBLIC COMMENT (Agenda Specific)

ADJOURNMENT

The meeting was adjourned at 5:09 pm.

July 21, 2021

Date



Melissa Witcher

County Clerk, Lumpkin County



Chris Dockery, Chairman

Lumpkin County Board of Commissioners