**JEFF DAVIS COUNTY BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**DATE: TUESDAY, AUGUST 10, 2021**

**TIME: 6:00 PM**

**MINUTES**

**Present:** Chairman Brad Crews, Vice Chairman Hank Hobbs, Ricky Crosby, James Benjamin and Vann Wooten, Attorney Andy Ramey, Administrator Oakley Perry and Clerk Heather Scott

Chairman Crews called the meeting to order at 6:00 p.m. and Commissioner Hobbs gave the invocation. Commissioner Crosby led the Pledge of Allegiance.

**APPROVAL OF MINUTES FOR JULY 13TH 2021 AND JULY 27TH 2021**

**Motion:** To approve minutes for July 13th, 2021 and July 27th, 2021

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Ricky Crosby

**Motion Carried**

**APPROVAL TO PAY MONTHLY BILLS**

**Motion:** To approve to pay monthly bills

**Proposed:** Commissioner Ricky Crosby

**Second:** Commissioner Vann Wooten

**Motion Carried.**

**APPROVE/DENY TO ADVERTISE FOR A BRUSH CUTTER**

Chairman Crews stated there are two ways this could be handled, we can trade the cutter in and see what it would cost to fix the old tractor and then purchase another or trade it all in and get two. Commissioner Hobbs asked that whatever is decided, that we advertise in surrounding counties.

 **Motion:** To approve to advertise for a new tractor and brush cutter and to fix the existing if feasible and as long as it’s not over $20,000 to fix.

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Ricky Crosby

**Motion Carried**

**OPEN SEALED BIDS FOR PELLET MILL ROAD**

Administrator Perry presented the two bids:

Everett Dykes Grassing Co. Inc. - $139,326.00

J Hiers Company, Inc.-$58,340.00

Administrator Perry assured the commissioners that J Hiers has all areas covered.

**Motion:** To accept the low bid as long as all specs are met.

**Proposed:** Commissioner Ricky Crosby

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**DISCUSS AUDITORS**

Chairman Crews stated there have been a few inquiries on the job and about using someone local. Commissioner Hobbs stressed concern about a third party auditor being local and his opinion it needed to be left alone. Chairman Crews agreed. There was no other discussion and since no changes were made, no motion was needed.

**DISCUSS FIRE DEPARTMENT/EMA EQUIPMENT**

Chief Wasdin presented to the Commissioners equipment needed to bring in more fire fighters and also equipment needed due to COVID.

**Motion:** To approve to buy Equipment.

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**DISCUSS BURKETT’S FERRY LANDING**

Administrator Perry presented DNR Mr. Bishop’s answers to questions that were asked; who would perform maintenance, who is liable for accidents, what does DNR plan to do with this site. Attorney Ramey than presented the lease, stating it would be a 25 year lease with adding a provision that it could not be subleased unless agreed on by the Commission. Chairman Crews asked that it be included to include somewhere were the handicap and elderly could either put in boats or fish from the bank as they should be able to enjoy this landing as much as everyone else. Commissioner Hobbs asked if there was anywhere stating we could not make improvements? Chairman Crews asked if a workshop could be held to talk with DNR about these questions, concerns, and what we want as a landing.

**Motion:** To get deed for what land we own surrounding the land and to set up a workshop with DNR to talk about questions, concerns, and what is wanted as a landing.

**Proposed:** Commissioner Ricky Crosby

**Second:** Commissioner Vann Wooten

**Motion Carried**

**APPROVE/DENY TO SELECT LOWEST BID FOR STRIPPING PROJECT**

Administrator Perry presented the lowest bid by Mid-state Construction & Striping Inc. at $171,273.00

**Motion:** To accept bid from Mid-state Construction & Striping Inc.

**Proposed:** Commissioner Hank Hobbs

**Second:** Commissioner Ricky Crosby

**Motion Carried**

**DISCUSS LIMG 2021 ROAD RESURFACING**

Administrator Perry presented Hofstadter’s cost estimate on the projects, along with a summary sheet for each road. Mrs. Walsh asked the Commissioners why some counties are adding more to the sides of roads and Jeff Davis is not? Chairman Crews explained it is all based on the project and that those counties are spending more money for that.

**Motion:** To advertise to bid out Road Resurfacing

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**DISCUSS JOINT DEVELOPMENT AUTHORITY REVOLVING LOAN FUND**

Administrator Perry presented that he was contacted by the JDA that there was an some errors made by the JDA in the last fiscal year as three deposits were in error and too much was put into the Revolving Loan Fund and they are requesting the money but taken out of the account and given back to the JDA in the amount of $12,000. They are also requesting their annual processing fee from the RLF of $2400.

**Motion:** To return the money from the RLF to the JDA in the amount of $12,000.00

**Proposed:** Commissioner Ricky Crosby

**Second:** Commissioner Vann Wooten

**Motion Carried**

**Motion:** To pay the annual processing fee from the RLF to the JDA in the amount of $2400.00

**Proposed:** Commissioner Hank Hobbs

**Second:** Commissioner Ricky Crosby

**Motion Carried**

**APPROVE/DENY COVID POLICY**

Administrator Perry presented the policy of if a Doctor requires you to quarantine you will receive one to five days of pay (8-40 hours) but there has to be a doctor’s note with signature. If you have a positive test result you will receive one to fourteen days of pay (8-112 hours). This is a onetime pay and if you do not have the required documentation you will be required to use PTO.

**Motion:** To approve COVID policy

**Proposed:** Commissioner Ricky Crosby

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**TRAVEL POLICY FOR HOURLY EMPLOYEES**

Chairman Crews brought to the Commissioners attention that he had been approached about employees not being paid while traveling for training. The proposed change is employees be paid when traveling for training and the policy be back dated to January 1, 2021

**Motion:** To accept the policy change for Travel of employees and to back date the policy to January 1, 2021

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**DISCUSS JOB DESCRIPTION FOR ADMINISTRATIVE ASSISTANT FOR BOARD OF COMMISSIONERS OFFICE**

Administrator Perry asked that this be tabled and discusses in Executive Session

**Motion:** To table until it can be discussed in Executive Session

**Proposed:** Commissioner Hank Hobbs

**Second:** Commissioner Vann Wooten

**Motion Carried**

**ROAD DEPARTMENT UPDATE-EDDIE BUSH**

Superintendent Eddie Bush spoke on the Road Department and how things have been a little slow with not being able to get some equipment needed. Valley Lane was brought up and the Commissioners asked where we were in the progression of that. Mr. Bush stated once pipes were furnished they could start on it.

**RECREATION DEPARTMENT-BRUCE JOHNS**

Director Bruce Johns talked about what a great spring and summer the recreation department had, naming all the groups who won State Champions and Runner ups and how they are looking forward to Football, Cheer, and Soccer. He also stated the Ice Machine was broken and he is getting four bids to be able to present to the Board.

**TAX COMMISSIONER UPDATE-SUSIE KERSEY**

Tax Commissioner Susie Kersey went over the duties of her office. Ms. Kersey also stated that their server could go down and another was needed. Commissioners allowed Administrator Perry the authority to proceed with getting a new server.

Commissioner Crews stated that from now on, the updates he wants to hear from departments is where they are with their budget, projects going on, and timelines on projects and budgets.

**ADMINISTRATOR UPDATE-OAKLEY PERRY**

County Administrator Perry went over financial reports for the county. County Administrator stated that the recabling of the Courthouse has started and should last about two weeks. He asked about the Sheriff’s Office as this was included in the original quote, but since they are starting construction do we need to remove this from the quote? Mr. Perry also told the Commissioners that they auctioned off some old campers from Towns Bluff and the money would be split between EMA and Towns Bluff.

**Motion:** To if the amount of the recabling changes bringing the bill down more than 10,000$ to take it out if the bill does not change more than 10,000$ than leave it how it is.

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Ricky Crosby

**Motion Carried**

**ATTORNEY UPDATE-ANDY RAMEY**

County Attorney spoke on the Trash Dumping ordinance and how he would be changing it to read that to receive license to dump from the County you must have a license from EPD

He also spoke on Abandoned Roads, Morris Road and Piney Road will be given back to the land owners. He spoke on Leslie Road and no one is getting taxed for this road and the deed does state the County owns it.

**EXECUTIVE SESSION**

**Motion:** To enter into Executive Session at 7:49 p.m.

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Ricky Crosby

**Motion carried**

**Motion:** To enter back into Regular session at 8:14 p.m.

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Ricky Crosby

**Motion Carried**

Personnel was discussed in Executive Session.

**Motion:** To pay premium/hazard pay to all employees deemed eligible.

**Proposed:** Commissioner Hank Hobbs

**Second:** Commissioner Ricky Crosby

**Motion Carried**

**Adjourn – 8:15 P.M.**

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Heather Scott, Clerk Brad Crews, Chairman

CLOSED MEETING AFFIDAVIT

State of Georgia

County of Jeff Davis

Brad Crews, Chairman of the Board of Commissioners of Jeff Davis County, Georgia, being duly sworn, and states under oath that the following is true and accurate to the best of his knowledge and belief.

1.

The Board of Commissioners of Jeff Davis County met in a called and duly advertised meeting held on the 10th day of August, 2021.

2.

During said meeting, the Board voted to go into closed session.

3.

This executive session was called to order at 7:49 p.m. Motion by Commissioner Vann Wooten and seconded by Commissioner Ricky Crosby, with all voting in favor.

4.

The subject matter of the closed portion of the meeting was devoted to the following matters within the exceptions provided in the open meetings law:

1) Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a Board of Commissioners officer or employee as provided in O.C.G.A. 50-14-3-(6).

5.

This executive session ended at 8:14 p.m. Motion by Commissioner Vann Wooten and seconded by Commissioner Ricky Crosby, with all voting in favor.

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Sworn to and subscribed before

Me this \_\_\_\_day of \_\_\_\_\_\_\_\_\_ Brad Crews, Chairman

 Board of Commissioners

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Jeff Davis County

Notary Public

My Commission Expires: