**JEFF DAVIS COUNTY BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**June 16, 2020**

**MINUTES**

**Present:** Chairman Ricky Crosby, Vice Chairman Vann Wooten, Commissioners James Benjamin, Brad Crews, and Hank Hobbs, Attorney Carla Powell, and Clerk Heather Freeman

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

**PUBLIC COMMENTS**

Jason Anderson was present to speak on his company ABM, they help local governments look at programs to help save money and budget mutual. Mr. Anderson stated that he did a program for the school a few years back. He also stated he could perform a feasibility study for the county at no cost. Commissioner Crews asked if they were able to save the school any money. Mr. Anderson stated yes, but he does not have a specific number to give, he explained he mainly deals with local governments. Commissioner Hobbs stated basically he was coming in to survey buildings and recommending technology and efficiency with insulation and lightening. Mr. Anderson stated yes, and the savings on those things will help in other areas, such as patching roofs. Commissioner Crews asked for Mr. Anderson to leave us some references to check, as he would like the feasibility study to be done, if it does not cost anything.

**APPROVAL OF MINUTES FOR MAY 12TH MEETING**

**Motion:** To approve minutes for May 12th 2020 Meeting.

**Proposed:** Commissioner Brad Crews

**Second:** Commissioner Vann Wooten

**Motion Carried**

**APPROVAL TO PAY MONTHLY BILLS**

**Motion:** Approve to pay monthly bills.

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**APPROVE/DENY INSURANCE CHANGE**

**Motion:** Approve the insurance change

**Proposed:** Commissioner Brad Crews

**Second:** Commissioner Vann Wooten

**Motion Carried**

**APPROVAL OF COURTHOUSE CLEANING CONTRACT**

All Clean will be hiring someone local to for a year contract to work Monday through Friday from 8:30 AM to 5:00 PM with a 30 minute lunch break.

**Motion:** To approve All Clean for a year contract

**Proposed:** Commissioner Hank Hobbs

**Second:** Commissioner Brad Crews

**Motion Carried.**

**APPROVE/DENY CARRYING OVER VACATION TIME FOR EMS EMPLOYEES FROM THIS YEAR TO NEXT YEAR**

Roger Ogilvie was present to speak on this matter, he stated since Covid 19 started they have been shorthanded and have had two medics test positive with the virus. One is doing well the other is still in the Hospital but doing better. He stated over the course of this he has two medics who have vacation that is close to expiring. They have not taken the vacation due to be shorthanded and them electing to work. Each one has around 63 hours to take before the end of the month or they will lose it. Mr. Ogilvie asked the commissioners to consider a 60 day extension on their vacation time so they can stager and not leave them shorthanded so the medics will not lose it and not cost any penalties. Commissioner Hobbs asked if Mr. Ogilvie felt 60 days was enough time to work this all out. Roger feels he can make it work.

**Motion:** To approve this request due to Covid 19 to extend vacation time for these two medics for up to 90 days

**Proposed:** Commissioner Brad Crews

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**APPOINT MEMBER TO THE J.D.A. BOARD**

Commissioner Hobbs went over the applicants for the JDA board, Tim Taylor, Eric Griffin, Brad Powell, Rory Chaney, and, John Bloodworth. Three complete packets and two packets that were incomplete.

**Motion:** To appoint Tim Taylor to the JDA Board

**Proposed:** Commissioner Brad Crews

**Second:** Commissioner Hank Hobbs

**Motion Carried**

Commissioner Wooten stated he felt we needed to put John Bloodworth on the board as an ex officio member but for the city. Commissioner Crews stated we can do that, bylaws will have to be changed. Attorney Powell stated the City would have to appoint him to the Board, along with changing bylaws.

**APPROVE/DENY TO REAPPOINT TWO EXISITING J.D.A MEMBERS**

**Motion:** To approve both existing members

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Brad Crews

**Motion Carried**

**DISCUSS TRAINING FOR HANNAH DAY**

Hannah Day was present to speak, she stated ACCG gave her the recommendation to the Society of Human Resources. Hannah stated they offer a class in Atlanta that is $1440, but they have a self-study program that is $400. She also stated the Coffee County HR Manager recommended she attend the GLGPA conference in November.

**Motion:** To approve Hannah to take the self-study and to attend the GLGPA conference in November

**Proposed:** Commissioner Brad Crews

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**APPROVE/DENY THE ROAD DEPARTMENT TO HAVE THURSDAY JULY 2ND OFF FOR THE 4TH OF JULY HOLIDAY OFF SINCE THEY ARE CLOSED ON THE FRIDAY**

Hannah Day was present to speak on this matter, since July 4th is on a Saturday, the Courthouse is closed on Friday, July 3rd. The Road Department is closed on Friday and they asked to have Thursday, July 2nd off.

**Motion:** To approve the Road Department off on July 2nd

**Proposed:** Commissioner Hank Hobbs

**Second:** Commissioner Vann Wooten

**Motion Carried**

**DISCUSS EMS DIRECTOR SCHEDULING**

Roger Ogilvie was present to speak on scheduling. Mr. Ogilvie asked that the commissioners modify his schedule. His regular shift was 24 hour shift with 8 hour call and two days off. Roger stated there have been many changes in the stated with licenses, training, and everything going on with Covid-19. He is asking the commissioners to change his schedule to five day a week on a nine hour shift. This would have him there to handle any issues, to provide double coverage with another ambulance, any maintenance needed, and a list of other things needed. Commissioner Hobbs stated we do need someone on site to handle all these teleconferences and other things to distribute to employees and to help with being shorthanded.

**Motion:** To approve EMS Directors schedule to change to five days a week, nine hours a day and be on call but to be left open to amended if necessary.

**Proposed:** Commissioner Hank Hobbs

**Second:** Commissioner Brad Crews

**Motion Carried**

**DISCUSS RECREATION DEPARTMENT**

Commissioner Wooten stated he wanted to finish up some jobs that had not been finished. Talking about 341, where the farmers market is located. He stated we needed to remodel or build a new structure for the new bathrooms/concession stand and finish the project that was signed in 2018 with the city that county would pay half and the city would pay half. Commissioner Crews stated the city needed to be contacted and figure out how we needed to finish the project for the playground and bathroom/concession stand. Bruce Johns stated the company who drew up the farmers market plans will be here week of 22nd to meet with him about new plans. Commissioner Wooten stated he would be attending the City meeting on Thursday evening.

**DISCUSS FAIRGROUNDS**

Commissioner Crews brought up the presentation of the fairgrounds. He stated it needed to be presentable and some things done out there. Heather Freeman stated it needed paint and a face lift. Commissioner Wooten stated it’s a nice facility and something needs to be done with it and someone needs to take care of it. Commissioner Crews also stated we also need to make sure whatever we do to fix it up it needs to be handicap accessible. Commissioner Crews stated the bathrooms, paint, and ceiling tiles will be first on the agenda.

**DISCUSS COURTHOUSE**

Commissioner Crews brought up the presentation of the grounds. Commissioner Hobbs stated with the new cleaning crew coming in this should free up some time to keep up the grounds.

**DISCUSS LIBRARY**

Commissioner Crews stated it’s the same as the courthouse and the presentation of the grounds to be kept up.

**NEW/OLD BUSINESS**

Commissioner Hobbs asked why they took one of our handicap spots in the parking lot when it was repainted, there is a sign there but not painted. Commissioner Crews stated it could be leaving room for a van to park.

**EXECUTIVE SESSION TO DISCUSS PERSONNEL**

**Motion:** To enter into Executive Session to discuss personnel at 6:41 p.m.

**Proposed:** Commissioner Vann Wooten

**Second:** Commissioner Brad Crews

**Motion carried**

**Motion:** To enter back into Regular session at 7:10 p.m.

**Proposed:** Commissioner Hank Hobbs

**Second:** Commissioner Brad Crews

**Motion Carried**

During Executive Session, the Board discussed personnel:

**Motion:** To pay salary employees who are owed that were not exempt from overtime since January 1, 2020.

**Proposed:** Chairman Brad Crews

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**Motion:** To change the Recreation Department grounds keeper from salary to hourly pay.

**Proposed:** Commissioner Brad Crews

**Second:** Commissioner Vann Wooten

**Motion Carried**

**Motion:** To hire a part time employee at the Recreation Department.

**Proposed:** Commissioner Brad Crews

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**Motion:** To adopt a policy to address the Covid 19 pandemic affected employees

**Proposed:** Commissioner Brad Crews

**Second:** Commissioner Hank Hobbs

**Motion Carried**

**Adjourn – 7:12 PM**

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Heather Freeman, Clerk Ricky Crosby, Chairman

 **CLOSED MEETING AFFIDAVIT**

State of Georgia

County of Jeff Davis

Ricky Crosby, Chairman of the Board of Commissioners of Jeff Davis County, Georgia, being duly sworn, 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 regular scheduled and duly advertised meeting held on the 16th day of June, 2020.

2.

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

3.

This executive session was called to order at 6:41 p.m. Motion by Commissioner Vann Wooten and seconded by Commissioner Brad Crews 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) Consultation with the county attorney to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the Board of Commissioners or any officer or employee may be directly involved as provided in O.C.G.A. 50-14-1(1):

 2) Discussion of the future acquisition of real estate as provided by O.C.G.A. 50-14-3(4):

✓ 3) 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).

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Sworn to and subscribed before

Me this \_\_\_\_day of \_\_\_\_\_\_\_\_\_ Ricky Crosby, Chairman

 Board of Commissioners

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

Notary Public

My Commission Expires: