



**PAULDING COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES
July 14, 2020**

**Watson Government Complex
Second Floor – Board of Commissioners Meeting Room**

CALL TO ORDER: David L. Carmichael, Chairman

INVOCATION & PLEDGE: Pastor Gene Morehouse, Westside Christian Church

PRESENT: Chairman, David Carmichael; Post I, Ron Davis; Post II, Sandy Kaecher; Post III, Chuck Hart; Post IV, Brian Stover, County Administrator, Frank Baker; County Attorney, Jayson Phillips; County Clerk, Rebecca Merideth

MINUTES:

1. *The June 23, 2020 Work Session Minutes and the June 23, 2020 Board Meeting Minutes were available for review.*

ANNOUNCEMENTS:

Positively Paulding: Team Paulding Team Member of the Year Award and July Employee of the Month Award aired for the audience.

INVITED GUESTS: None

BID AWARDS:

2. *Award a Contract to top ranked respondent, Prime Engineering, in the amount of \$52,660.00 for the first phase of the engineering services for the S.R. 92 Hiram Sewer Extension. Funded through the Enterprise Funds:* Tabitha Pollard, Finance Director, stated they had eight (8) firms that sent in bids for this item and the selection was made by the Water System staff using a scoring system. Laurie Ashmore, Water System Director, stated they were surprised at the number of responses and qualified bidders. She further stated the County has provided the documentation to the City of Hiram. Staff has eventuated the process and made sure it was consistent with the Grant requirements because it is important to make sure the cost estimate is accurate going in.

REPORTS FROM COMMITTEES & DEPARTMENTS:

Deidre Holden, Elections Supervisor stated she wanted to give an update on where we are and where we are going. She stated all is well with the department. Paulding has gone over 120,000 registered voters even with the postponing of two (2) elections that were combined into one (1) due to the Pandemic. The Elections office had a long hard road and had to add 18 positions to accommodate the absentee ballots. Paulding also closed some voting locations and opened two (2) school emergency locations. She further stated the State is seeing historical turnouts. For the first time in history, 6.6 million absentee voting ballots were sent in; and over 100,000 just in Paulding. She stated that Paulding had over 6,000 early voters voting face to face and had 11,599 on Election Day. The State is reporting they expect to have three (3) times as many voters in November. She stated that Paulding was able to secure grants to have two (2) secure drop off voting boxes, one (1) in Hiram and one (1) at this building. The Secretary of State saved the County around \$70,000 by sending out initial absentee ballots to all voters in the State. On Election Day Paulding County did not see any issues this was due to being chosen early on as a pilot location for the new voting system.

Ann Lippmann, Director of Community Development spoke to the Board regarding Building Permits and Inspections. Stating this is a six (6) month update, on a fiscal year basis and goes from July 1st to June 30th. Permits have gone up due to pool permits. Inspections have been less than last fiscal year. Single-family permits are going down and commercial permits are going up. The value of commercial vs. non-commercial are equalizing. She provided a power point presentation with the information and a population growth chart by posts.

PUBLIC PARTICIPATION ON AGENDA ITEMS:

CONSENT AGENDA: Chairman read the following consent agenda item:

- 3. Approve request for the conversion of Generalist position to the Assistant Director-Human Resources position and adopt corresponding job classification.***

OLD BUSINESS: None

NEW BUSINESS:

Commissioner Davis made a motion to move items 7 and 8 to the top and allow Judge Lyles to speak on them due to time restraints. Seconded by Sandy Kaecher; motion carried unanimously.

Judge Lyles stated the Mental Health Court is getting ready to have their first graduation. Right now there are 2 participants and 3 waiting to get in. Judge Lyles stated the Drug Courts will be holding their 8th Graduation. Each of the Graduates had a dual diagnosis, substance abuse and mental health issues with multiple criminal convictions. He further stated that 3 out of 4 mental health participants are doing well, they have jobs and are testing clean. Recently the Mental Health Court was awarded this Grant with a match of \$12,000 which will come out of the DATE Funds Account. The Felony Drug Court Grant will have a match of \$25,802.

(7) Discuss action to approve the Superior Court Judges recommendation to accept the Mental Health Accountability Court Grant and authorize the Chairman to execute all necessary documents associated with this Grant:

(8) Discuss action to approve the Superior Court Judges recommendation to accept the Felony Drug Accountability Court Grant and authorize the Chairman to execute all necessary documents associated with the Grant:

- 4. Discussed action to approve the recommendation of a Memorandum of Agreement (MOA) with Condrey and Associates, Inc. and authorize the Chairman to sign all necessary documents related to the execution of the MOA:*** Frank Baker, County Administrator stated this is just preventative maintenance. A few years ago the County conducted a salary study with the help of Condrey and Associates, Inc. which had not been updated for over 18 years. To continue the process and make the document viable, you have to continue to maintain it and keep it updated. The study should have evaluations back by the end of the year or the beginning of next year.
- 5. Discussed action to approve the purchase of Kubota membranes in the amount of \$692,438.00 for the replacement of existing membranes at the County's Wastewater Treatment Plants. Funded through the Enterprise Funds:*** Laurie Ashmore stated this is just a preventative maintenance matter. The County has very stringent requirements for waste water. This causes a lot of buildup on the membranes and they have to be replaced periodically. All of the work will be done in-house using County labor.
- 6. Discussed action to approve and authorize the Chairman to execute the Consent Order for construction activity at Richland Creek Reservoir under Permit No. GAR151687:*** Laurie Ashmore, Water System Director stated the County is co-permittees with Brad Cole Construction. The State looks to Brad Cole to implement actions under the permit and to the County to ensure Brad Cole's performance of actions. The State inspections department determined that to some degree Paulding County did not ensure at all times that best management practices were done. The state has issued two separate orders: one to Brad Cole Construction and one to the County. Each order contains a penalty of \$17,500.
- 7. Discussed action to approve the Superior Court Judges recommendation to accept the Mental Health Accountability Court Grant and authorize the Chairman to execute all necessary documents associated with this Grant:*** (See Discussion Above from Judge Lyles)
- 8. Discussed action to approve the Superior Court Judges recommendation to accept the Felony Drug Accountability Court Grant and authorize the Chairman to execute all necessary documents associated with the Grant:*** (See Discussion Above from Judge Lyles)
- 9. Discussed action to approve the Chairman's nomination of Tara Palmer to the position of Human Resources Director:*** Chairman Carmichael gave background on Ms. Palmer and explained the duties she has been involved with in this department. He stated they interviewed

five applicants and decided she was the best candidate for the position. Frank Baker, County Administrator stated she has the experience and knows Human Resources functions. He further stated that Tara and her staff have done an excellent job and is excited to see her nominated for the position.

CONCLUSION OF REGULAR BUSINESS

Chairman Carmichael asked the Commissioners if they would like to make any comments.

Commissioner Stover thanked the Sheriff's Office and the Fire Department for all their hard work.

Commissioner Hart stated the Marshal's had to maintain the same work load and had added responsibility due to COVID -19. He thanked them for their hard work.

Commissioner Davis asked Jayson Phillips, County Attorney if he could give an update on the Executive Order by the Governor.

Mr. Phillips stated where we are state wide on the State Executive Order. He stated the current Executive Order is set to expire August 11th because they are only authorized for 30 days and then either dropped or renewed. This Executive Order allows the Governor to have special authorization to do things he normally does not have authorization to do. The current one is 40 pages long and is basically the same as the original one; requiring social distancing, refrain from public gatherings if more than 50, shelter in place for compromised citizens, and the wearing of mask for restaurant workers. There are other requirements within the order. One important provision is that no local emergency orders can be more restricted nor any less restricted than the Governors Order if so it is suspended.

Commission Kaecher stated the Paulding Sherriff's Office is hiring some new staff and she wants to welcome them and thank Deidre Holden and her staff for their hard work.

EXECUTIVE SESSION: Ron Davis made a motion to go into Executive Session for the purposes of Personnel, Real Estate, Pending and Potential Litigation, seconded by Brian Stover; motion carried unanimously.

No action was taken in Executive Session

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS: None

ADJOURNMENT: Ron Davis made a motion to adjourn, seconded by Sandy Kaecher; motion carried unanimously.