



REGULAR MEETING

December 05, 2022
10:00 AM

Albany-Dougherty Government Center
222 Pine Ave, Room 100, Albany, GA 31701

AGENDA

To comply with the request set forth by the Chairman of Dougherty County, GA and the guidelines of the Center for Disease Control (CDC) regarding the Coronavirus (COVID19) pandemic and social distancing, face coverings (masks) are optional for all meeting participants.

The public will also have access to the live meeting by accessing the Dougherty County Georgia Government Facebook page at facebook.com/Dougherty.ga.us or viewing the public government access channel (Channel 16).

1. Call the meeting to order by Chairman Christopher Cohilas.
2. Roll Call.
3. Invocation.
4. Pledge of Allegiance.
5. Minutes.
 - a. Consider for action the Minutes of the November 7th Regular Meeting and November 14th Work Session. **ACTION:**
6. Delegations *(The Commission will hear comments on those items pertaining to Dougherty County for which a public hearing has not been held or scheduled. Please be brief, to the point, and considerate of time for others).*
 - a. 4-H Youth Development/County Extension Agent Latrina West-Paige and Dougherty County 4-H representatives are present to thank the Commission for their support.
 - b. William Ashberry, Chairman of the Board of Tax Assessors, present to provide an update relative to the vacant Chief Appraiser role and the Tax Assessors Office.
 - c. Walter Kelley, Library Board of Trustees Chairman and Gail Evans, Library Director, present to provide their Annual Report.
 - d. Gerald Williams, Director, Southwest Georgia Legal Self-Help Center present to provide an update on services.

7. Purchases.

- a. Consider for action the purchase of one (1) John Deere 350P Excavator from state contract vendor Deere & Company (Cary, NC) for Public Works. The local vendor, Dobbs Equipment (formerly known as Flint Equipment) will be servicing the unit. The purchase price is \$366,161.37 with a proposed trade-in value of \$110,000 for Unit #511519. The actual cost will be \$256,161.37. Funding is budgeted in SPLOST VII-Storm Drainage Improvement. **ACTION:**
- b. Consider for action the purchase of one (1) John Deere 300P Excavator from state contract vendor Deere & Company (Cary, NC) for Public Works. The local vendor, Dobbs Equipment (formerly known as Flint Equipment) will be servicing the unit. The purchase price is \$332,446.61 with a proposed trade-in value of \$80,000 for Unit #511450. The actual cost will be \$252,446.61. Funding is budgeted in SPLOST VII-Storm Drainage Improvement. **ACTION:**
- c. Consider for action the purchase of one (1) 2022 Nissan Altima from the sole bidder meeting specifications, Five Star Nissan of Albany (GA) in the amount of \$28,115. Funding is budgeted in ARPA. County Administrator Michael McCoy will address. ADDU Major Ryan Ward and City of Albany Buyer Corey Gamble are present. **ACTION:**
- d. Consider for action the recommendation to approve the LRA change order proposal for the installation of the Weir Gates at the Radium Spring Run Bridge in the amount of \$131,053. Funding is available in SPLOST VII – Stormwater Drainage Improvements. County Administrator Michael McCoy and County Engineer Jeremy Brown will address. **ACTION:**

8. Additional Business.

- a. Consider for action the recommendation from the Library to apply for the State's Major Repair and Renovation (MRR) Grant in the amount of \$200,000 to renovate the Westtown Branch. This grant requires a 50% match. Funding for the local match in the amount of \$200,000 in addition to the budget shortfall of \$299,000 will come from SPLOST VI and VII. Library Director Gail Evans will address. **ACTION:**
- b. Consider for action the proposed Board Appointments. ***Appointments are made by nominations.*** County Clerk Jawahn Ware will address.

Joint Board of Adjustments & Appeals – One (1) joint appointment with a three-year term ending October 1, 2025. One new applicant: Ula Peterson. All joint appointments must be ratified by the City of Albany. **ACTION:**

Southwest Georgia Regional Commission– One (1) joint appointment with a one-year term ending December 31, 2023. One new applicant: Haryl Dabney. All joint appointments must be ratified by the City of Albany. **ACTION:**

- c. Review of the FY22 and FY23 ARPA budgets and consider reallocating funding from the FY23 ARPA budget for a housing program. County Administrator Michael McCoy and Finance Director Martha Hendley will address.

9. Updates from the County Administrator.
10. Updates from the County Attorney.
11. Updates from the County Commission.
 - a. Consider for action the recommendation from the County Attorney to enter into executive session for the purposes of attorney-client privileged discussion regarding settlement approach to LOST dispute and then to adjourn. **ACTION:**

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Coordinator at 229-431-2121 promptly to allow the County to make reasonable accommodations for those persons.

DOUGHERTY COUNTY COMMISSION

DRAFT

REGULAR MEETING MINUTES

November 7, 2022

The Dougherty County Commission met in Room 100 of the Albany-Dougherty Government Center on November 7, 2022. Vice Chairman Clinton Johnson presided and called the meeting to order at 10:00 a.m. Present were Commissioners Victor Edwards, Gloria Gaines, Russell Gray, Anthony Jones, and Ed Newsome. Also present were County Administrator Michael McCoy, County Attorney Alex Shalishali, County Clerk Jawahn Ware, and other staff. The public and representatives of the media participated in person and via live streaming of the meeting on the County's Facebook page and the government public access channel. Chairman Christopher Cohilas was absent.

After the invocation and Pledge of Allegiance done by Commissioner Jones, the Vice Chairman called for approval of the minutes of the October 3rd Regular Meeting and October 10th Work Session.

Commissioner Jones moved for approval. Upon a second by Commissioner Edwards, the minutes were unanimously approved.

The Vice Chairman recognized Mrs. Shirley Sherrod to receive a proclamation acknowledging the work, spirit and legacy of community activist Rev. Charles Sherrod. Commissioner Gaines acknowledged CB King's youngest son Clinton King. She shared heroic attributes relative to Charles Sherrod and Mrs. Sherrod thanked the Commission for honoring her late husband.

The Vice Chairman recognized William Wright, representative for AFRAM Tech, Inc. to continue discussing an issue of unfair practices with ARPA funding. Mr. Wright shared information on how contracts for minority businesses should be considered. He proposed creating jobs and wealth to better the community. He said that he will be back next week for further discussion.

The Vice Chairman called for a consideration to purchase one (1) John Deere 350P Excavator from state contract vendor Deere & Company (Cary, NC) for Solid Waste in the amount of \$466,682.70. The local vendor, Flint Equipment, now known as Dobbs Equipment, will be servicing the unit. Funding is budgeted in the Solid Waste Enterprise Fund. County Administrator Michael McCoy addressed. Solid Waste Director Campbell Smith and City of Albany Buyer Corey Gamble were present. Mr. McCoy recommended approval and representative Crisp Gatewood thanked the Commission for their services. He said that the company name has

changed from Flint Equipment to Dobbs Equipment, but the operational team and management will not change.

Commissioner Jones moved for approval. Commissioner Gray seconded the motion. Under discussion, Commissioner Edwards wanted to know how often an excavator replacement is needed. Mr. Smith stated that it is determined by the years, hours and maintenance on the machine and the current one has been in service since 2012. There being no further discussion, the motion for approval passed unanimously.

The Vice Chairman called for consideration of the resolution providing for the acceptance and execution of the Memorandum of Agreement with Albany Technical College on behalf of the Dougherty County Sheriff's Office authorizing assistance to each other during a local emergency.

Commissioner Jones moved for approval. Upon a second by Commissioner Gray, the motion for approval passed unanimously. Resolution 22-048 is entitled:

A RESOLUTION
ENTITLED
A RESOLUTION PROVIDING FOR THE ACCEPTANCE AND
EXECUTION OF A MEMORANDUM OF AGREEMENT WITH ALBANY
TECHNICAL COLLEGE ON BEHALF THE DOUGHERTY COUNTY
SHERIFF'S OFFICE AUTHORIZING ASSISTANCE TO EACH OTHER
DURING A LOCAL EMERGENCY.

The Vice Chairman called for consideration of the resolution providing for the agreement renewal option from December 4, 2022 to December 3, 2023 with an adjustment to the hourly rates based on the CPI-U Base Price Adjustment Calculation with Tetra Tech. The option is for the Professional Debris Monitoring Services for Disasters and Financial Recovery.

Commissioner Jones moved for approval. Upon a second by Commissioner Gray, the motion for approval passed unanimously. Resolution 22-049 is entitled:

A RESOLUTION
ENTITLED
A RESOLUTION PROVIDING FOR THE ACCEPTANCE AND EXECUTION
OF THAT CERTAIN CONTRACT FOR PROFESSIONAL DEBRIS
MONITORING SERVICES WITH TETRA TECH, INC.; REPEALING
RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH;
AND FOR OTHER PURPOSES.

The Vice Chairman called for consideration of the resolution declaring the listed vehicle as surplus and authorizing the disposal of or sale of same via an online auction.

Commissioner Jones moved for approval. Upon a second by Commissioner Gray, the motion for approval passed unanimously. Resolution 22-050 is entitled:

A RESOLUTION
ENTITLED
A RESOLUTION DECLARING AS SURPLUS THE
ATTACHED LIST OF VEHICLES; PROVIDING FOR
DISPOSAL OF OR SALE OF SAME OF GOVDEALS.COM;
REPEALING PRIOR RESOLUTIONS IN CONFLICT AND FOR
OTHER PURPOSES.

The Vice Chairman called for consideration of the resolution providing for the acceptance and execution of the Memorandum of Understanding between ASPIRE Behavioral Health and Dougherty County Police Department to provide assistance with crisis responses. Dougherty County Police Chief Kenneth Johnson addressed. Chief Johnson said that the MOU was formed by Senate Bill 403 which established the CRT (Crisis Response Team). It will help prevent and deescalate behavioral issues with mental health patients and to provide them with stable services.

Commissioner Gaines moved for approval. Commissioner Jones seconded the motion. Under discussion, Chief Johnson clarified for Commissioner Jones that an ASPIRE counselor will accompany a police officer when encountering mental health patients. Commissioner Newsome asked when this would go into effect and Chief Johnson shared within the next 30 days. There being no further discussion, the motion for approval passed unanimously. Resolution 22-051 is entitled:

A RESOLUTION
ENTITLED
A RESOLUTION PROVIDING FOR THE ACCEPTANCE AND EXECUTION OF A
MEMORANDUM OF UNDERSTANDING BETWEEN ASPIRE HEALTH &
DEVELOPMENTAL DISABILITY AND DOUGHERTY COUNTY POLICE DEPARTMENT
FOR PROVISION OF MENTAL HEALTH SERVICES; REPEALING RESOLUTIONS OR
PARTS OF RESOLUTIONS IN CONFLICT HERewith;
AND FOR OTHER PURPOSES.

Commissioner Newsome gave kudos to Public Works and staff on the successful Radium Springs fall festival this past weekend. He also thanked County Administrator Michael McCoy for his hard work. Commissioner Edwards asked Mr. McCoy to ask the health inspector to provide an update on the rules and regulations for vendor trucks. Commissioner Gray echoed Commissioner Newsome's comments regarding the Radium Springs event. Commissioner Gaines wanted an update on the morgue project. Mr. McCoy shared that consultant Mr. Maskche has sent out information to vendors to obtain updated prices for the coolers. He plans to make a presentation

in the next 30 days. Commissioner Johnson asked about Open Enrollment for Commissioners and Mr. McCoy will provide an update.

There being no further business to come before the Commission, the meeting adjourned at 10:36 a.m.

CHAIRMAN

ATTEST:

COUNTY CLERK

DOUGHERTY COUNTY COMMISSION
WORK SESSION MEETING MINUTES

DRAFT

November 14, 2022

The Dougherty County Commission met in Room 100 of the Albany-Dougherty Government Center on November 14, 2022. Vice-Chairman Clinton Johnson presided and called the meeting to order at 10:05 am. Present were Commissioners Victor Edwards, Gloria Gaines, Anthony Jones and Ed Newsome. Also present were County Administrator Michael McCoy, County Attorney Alex Shalishali, County Clerk Jawahn Ware and other staff. The public and representatives of the media participated in person via live streaming of the meeting on the County's Facebook page and the government public access channel. Chairman Christopher Cohilas and Commissioner Russell Gray were absent.

The Vice-Chairman asked the Commission to review the minutes of the October 17th Regular Meeting, October 31st Work Session and October 31st Special Called Meeting.

The Vice-Chairman recognized Judge Willie Lockette to discuss the proposed renaming of the Dougherty County Judicial Building. Judge Lockette asked that the Board consider renaming the Dougherty County Judicial Building in honor of Judge Herbert Phipps. Judge Lockette provided an educational background on Judge Phipps and shared he served as a magistrate and state court judge and later became the first African American Superior Court Judge. He also said that Judge Phipps serves as the presiding judge of the Court of Appeals. All of the judges within the Judicial Building support this proposal. Upon a question by Commissioner Gaines, Judge Lockette clarified that it is customary to name buildings after iconic individuals within state and federal guidelines, noting that our local federal building is named after Civil Rights Activist C.B. King. Mr. McCoy said that the County does not have a building name policy, so the Board is free to act on this request. If approved, two plaques will be posted and the cost will be between \$70,000-\$80,000 for this project. It was shared that this will set a precedent and Mr. McCoy encouraged the Board to adopt a building name policy. Mr. McCoy added that the cost will most likely come from the reserve funds and the budget will need to be amended.

The Vice-Chairman recognized Erica Potts, Interim HR Director, to provide an update on the County's compliance with the Fair Standards Labor Act and the complaint and grievance procedures. Mrs. Potts shared that there are two types of employees who are either nonexempt or exempt. Non-exempt employees are entitled to overtime pay and exempt employees are not entitled. She shared that HR staff visits the County departments to provide posters that contain state and federal laws. She mentioned two types of complaints: one is informal where employees can sit down with their immediate supervisor to discuss issues with the hope of a resolution. If verbal communication fails, then the complaints could advance to the department manager. The second type of complaint is formal and requires an employee to provide written documents to the immediate supervisor with hopes of a potential resolution within five business days. If this fails, the same process is followed at the department manager level. If needed, the final step is to attempt to resolve the complaint via the appointing authority.

Commissioner Gaines was concerned about the County Administrator providing compensation pay to exempt employees and asked that the compensation policy be forwarded to her. He shared that he would send an email to the Board with this information. Upon a question by Commissioner Gaines, Mr. McCoy shared that the funds provided for compensation pay normally come from the salaries of the numerous vacant positions within the County.

The Vice-Chairman recognized William Wright, representative for AFRAM Tech, Inc. to discuss an issue of unfair practices with the ARPA funding. Mr. Wright said that he will come back to discuss on November 28th.

The Vice-Chairman called for a discussion of the zoning application for Vicente S. Sontay, owner and Lanier Engineering, Inc., applicant (22-074) request for special approval to construct a Religious Institution with the cemetery (Church) in a R-2 (Single-Family Residential District). The parcel is a 5.0-acre vacant parcel. The property is located at 1416 Nelms Rd. The Planning Commission recommended approval. Angel Gray, Planning Manager, addressed. The Public Hearing and Action are scheduled for November 21, 2022.

The Vice-Chairman called for a discussion of the zoning application for Ivy RV Park, LLC, owner and Joseph Jackson, the applicant (22-077) request for special approval to construct a Recreational Vehicle Park in a C-8 (Commercial Recreation District). The parcel is a 4.195-acre vacant parcel. The property is located at 3420 Sylvester Rd. The Planning Commission recommended approval. Angel Gray, Planning Manager addressed. The Public Hearing and Action are scheduled for November 21, 2022. Ms. Gray also reminded the Commission that the special approval to operate a Women's Recovery Center will be on the next Regular Meeting agenda for recommendation to approve.

The Chairman called for a discussion of the board appointments. County Clerk Jawahn Ware was present to address.

Joint Board of Adjustments & Appeals – There are two appointments with a three-year term ending October 1, 2025. Incumbent Arwena Jones desires reappointment. There are no new applicants. The County will re-advertise for one vacancy and all joint appointments must be ratified by the City of Albany.

Air Conditioning, Heating, & Ventilation Board – There are four appointments: one County, two joint and one rotational, all with a one-year term ending December 31, 2023. Incumbents Thomas Driggers (joint), Quianna Lavant (County), Clint Newsome (joint) and Clifford Tolbert (rotational) desire reappointment. There are no new applicants. All joint appointments must be ratified by the City of Albany.

Citizens Transportation Committee – There are two appointments with a three-year term ending December 31, 2025. Incumbent Sonja Johnson desires reappointment. Incumbent Dr. Surendra Pandey relocated outside of Dougherty County. There are no new applicants. The County will re-advertise for one vacancy.

Economic Development Commission – There are three appointments with a two-year term ending December 31, 2024. Incumbents Lawrence Knighton and Matt Reed desire reappointment. There are two new applicants: Emmett Griswold and John Inman IV. There is one vacancy.

Electrical Board – There are five appointments: one County appointment for a Master Electrician, two joint appointments for an Electrical Supplier, one joint appointment for a Professional Engineer and one appointment for a joint citizen member, all with a one-year term ending December 31, 2023. Incumbent Sanford Hillsman (joint citizen member) desires reappointment. There are no new applicants. The County will re-advertise for four vacancies and all joint appointments must be ratified by the City of Albany.

Fire Code Board of Appeals – There are four appointments with a three-year term ending December 31, 2025. Incumbent Rosal Malone desires reappointment. There was no response from incumbents Charles Mitchell and Zell Scott. Commissioner Jones informed the Board that incumbent Zell Scott has passed away. Incumbent Bruce Campbell does not desire reappointment. There are no new applicants. The County will re-advertise for three vacancies.

Flood Plain Management Review Board – There are two appointments with a three-year term unexpired ending December 31, 2024. There are no new applicants. The County will re-advertise for two vacancies.

Gas Board – There are three appointments: One County, one joint and one rotational all with a one-year term ending December 31, 2023. Incumbents Sanford Hillsman (county) and Rhett Parker (joint) desire reappointment. There are no new applicants. The County will re-advertise for one vacancy and all joint appointments must be ratified by the City of Albany.

Golden Triangle RC & D Council – There are two appointments with a two-year term ending December 31, 2024. Incumbent Doug Wilson desires reappointment. Incumbent J. Douglas Porter relocated outside of Dougherty County There are no new applicants. The County will re-advertise for one vacancy.

Dougherty County Health Board – There is one appointment with a six-year term ending December 31, 2028. Incumbents Charles King Jr. desires reappointment. There are no new applicants.

Historic Preservation Commission – There are four appointments with a two-year term ending December 31, 2024. Incumbents Angela Cain Jones, Quianna Lavant and Kenneth Loudenberg desire reappointment. There is one new applicant: Will Davis. There is one vacancy.

Albany/Dougherty Hospital Authority – There are two appointments with a five-year term ending December 31, 2027. Incumbents Dorothy Hubbard and Sharon “Nyota” Tucker desire reappointment. There is one new applicant: Sheri Barlow.

Keep Albany Dougherty Beautiful – There are six appointments: five with a three-year term ending December 31, 2025, and one three-year unexpired term ending December 31, 2024. Incumbent J.D. Sumner, Lew Culpepper and Jay Smith desire reappointment. Incumbent Dennis Barthelemy and Lisa Harrell do not desire reappointment. KADB recommended the appointment of Jerry Goodman to replace Bryant Harden and fill an unexpired three-year term ending December 31, 2024. KADB recommended the appointment of Tomekia Cooper to replace Lisa Harrel and fill a three-year term ending December 31, 2025. KADB will advertise for one vacancy.

Library Board – There are two appointments with a three-year term ending December 31, 2025. Incumbents Dr. Brenda Hodges Tiller and Will Davis desire reappointment. There are three new applicants: Haryl Dabney, Genevieve Marcus and Joseph Stubbs. There is one vacancy.

Planning Commission – There are three appointments with a three-year term ending December 31, 2025. Incumbents Billy Merritt, Art Brown and Jimmy Hall Jr. desire reappointment. There are no new applicants.

Plumbing Board – There are three appointments with a one-year term ending December 31, 2023. Two County appointments must be a Master Plumber and one appointment represents a citizen member. Incumbents Lee Eppley (Master Plumber), Rhett Parker (Master Plumber) and Glenn Harris (Citizen Member) desire reappointment. There are no new applicants.

Retirement Fund Committee – There are two appointments with a four-year term ending December 31, 2026, one must be a retiree representative and one must be a citizen appointee. Incumbent Greg Rowe (retiree representative) desires reappointment. There are no new applicants. The County will re-advertise for one vacancy. Commission Chairman makes all appointments.

Southwest Georgia Community Action Council – There is one appointment with a one-year term ending December 31, 2023. Incumbent Glenn Tyler Harris desires reappointment. There is one new applicant: Haryl Dabney.

Southwest Georgia Housing Task Force – There is one appointment with a one-year term ending December 31, 2023. Incumbent Sonya Johnson desires reappointment. There are no new applicants.

Southwest Georgia Regional Commission – There are three appointments: one County, one joint and one Chairman designee (appointee must be a Commissioner) all with a one-year term ending December 31, 2023. Incumbents Raymond Breaux (County) and Anthony Jones (Chairman designee) desire reappointment. Incumbent Casawn-Lhuillier Yheyeis resigned from the Commission. There is one vacancy and all joint appointments must be ratified by the City of Albany. The Chairman will appoint his designee.

Tax Assessors Board – There is one appointment with a three-year term ending December 31, 2025. Incumbent William Ashberry desires reappointment. There is one new applicant: Rhonda Stewart.

Voter Registration and Elections – There is one appointment with a two-year term ending December 31, 2024. Incumbent Frederick Williams desires reappointment. There are two new applicants: Dr. Jacob Clawson and Alvin “Al” Hatcher.

Mr. McCoy reminded the Board that the onboarding session will be held on today at 1:30 pm. Commissioner Edwards asked that handrails be placed at the bottom of the Radium Springs bridge. Mr. McCoy said that he would evaluate this request for safety reasons and to make sure that it is open for public access. Commissioner Gaines asked if we still recognized individuals that served on the various boards for Dougherty County. Mrs. Ware responded yes and informed her of the action taken.

There being no further business to discuss the Commission the meeting adjourned at 11:04 a.m.

CHAIRMAN

ATTEST:

COUNTY CLERK

SOUTHWEST GEORGIA LEGAL SELF-HELP CENTER

DOUGHERTY COUNTY LAW LIBRARY
 225 PINE AVE
 ROOM 121
 ALBANY, GA. 31701
 229-302-3295

WHO ARE WE?

The Dougherty County Law Library serves as a resource for attorneys, paralegals, and those in the legal community. In 2018, The Dougherty County Law Library was chosen to be a pilot project under the National Center for State Courts. The purpose is to serve both those in the legal community and the public in providing access to justice. The pilot project was named Southwest Georgia Legal Self-Help Center. It is staffed by Attorney Gerald B. Williams, two full-time legal navigators, and a part-time law library clerk. Along with The National Center for State Courts, our sponsors include the State Bar of Georgia, and many other partnerships.

HOW CAN THE SELF-HELP CENTER HELP?

- Navigate the complex court system
- Get legal information and forms
- Provide informational resources on family law, guardianships, name changes, etc.
- Find your court according to judicial circuit
- Court procedures
- Find out case status
- Set up computers for patron/attorney research
- Provide public access to computers for research and virtual hearings
- Record Restriction

RESOURCES AND SERVICES OFFERED FOR OUR LEGAL COMMUNITY AND PATRONS:

- Conference room rentals
- Attorney meeting rooms
- WEBEX access and assistance
- ZOOM access and assistance

DATABASES AVAILABLE ON LEXIS:

- Cases, codes and administrative regulations for States and Federal Circuits
- Georgia Civil Procedure forms that are Judicial District specific
- Georgia Domestic Relations Forms

DATABASES AVAILABLE ON WESTLAW:

- Primary Georgia Law
- Georgia Law Reviews and Journals
- Administrative Law, Municipal Law, Criminal Law, Immigration and more



PROCUREMENT RECOMMENDATION

DATE: November 2, 2022

TITLE: Public Works 350P Excavator
REFERENCE NUMBER: N/A
OPENING DATE: N/A
BUYER: Corey Gamble

DEPARTMENT: Public Works
ACCOUNT NUMBER: 425025063
BUDGETED AMOUNT: \$350,000.00
DEPARTMENT CONTACTS: Russell
Allenbaugh

Joshua Williams, Interim Procurement Manager

RECOMMENDATION:

Recommend the purchase of one (1) John Deere 350P Excavator from Deere & Company for a total expenditure of \$366,161.37.

BACKGROUND INFORMATION:

The John Deere 350P Excavator will be purchased from Deere & Company for \$366,161.37 utilizing an existing Ga State Contract #99999-001-SPD0000177-0023, due to a lack of inventory available in the market. The local vendor, Flint Equipment Co., will be the servicing vendor for the unit. The new excavator will need to be placed in the order bank and has an estimated delivery time of 4-5 months. This unit will be replacing unit #511519, a seven (7) year old unit that is passed its lifecycle. Staff also recommends the trade in of unit #511519 to Deere & Company, for a value of \$110,000.00 after delivery of the new unit.

COUNTY ADMINISTRATOR ACTION:

APPROVED

DISAPPROVED

HOLD

COMMENTS:

11-23-22
DATE

[Signature]
COUNTY ADMINISTRATOR

List of Documents Attached:



PROCUREMENT RECOMMENDATION

DATE: November 2, 2022

TITLE: Public Works 300P Excavator
REFERENCE NUMBER: N/A
OPENING DATE: N/A
BUYER: Corey Gamble

DEPARTMENT: Public Works
ACCOUNT NUMBER: 425025063
BUDGETED AMOUNT: \$250,000.00
DEPARTMENT CONTACTS: Russell
Allenbaugh

Joshua Williams, Interim Procurement Manager

RECOMMENDATION:

Recommend the purchase of one (1) John Deere 300P Excavator from Deere & Company for a total expenditure of \$332,446.61.

BACKGROUND INFORMATION:

The John Deere 300P Excavator will be purchased from Deere & Company for \$332,446.61 utilizing an existing Ga State Contract #99999-001-SPD0000177-0023, due to a lack of inventory available in the market. The local vendor, Flint Equipment Co., will be the servicing vendor for the unit. The new excavator will need to be placed in the order bank and has an estimated delivery time of 4-5 months. This unit will be replacing unit #511450, an eight (8) year old unit that is passed its lifecycle. Staff also recommends the trade in of unit #511450 to Deere & Company, for a value of \$80,000.00 after delivery of the new unit.

COUNTY ADMINISTRATOR ACTION:

APPROVED

DISAPPROVED

HOLD

COMMENTS:

11-23-22
DATE

COUNTY ADMINISTRATOR

List of Documents Attached:



PROCUREMENT RECOMMENDATION

DATE: November 30, 2022

TITLE: 2022 Nissan Altima

DEPARTMENT: DOCO ADDU

REFERENCE NUMBER: 23-040

ACCOUNT NUMBER: ARPA

OPENING DATE: November 30, 2022

BUDGETED AMOUNT: \$100,000.00

BUYER: Corey Gamble

DEPARTMENT CONTACTS: Ryan Ward

Exylyn Mitchell
Exylyn Mitchell, Interim Director of Central Services

RECOMMENDATION:

Recommend the purchase of one (1) 2022 Nissan Altima, from Five Star Nissan of Albany for a total expenditure of \$28,115.00.

BACKGROUND INFORMATION:

Bid Ref. #23-040 was advertised, on October 20, 2022, in the local paper, the local access channel, the Georgia Procurement Registry, Facebook, and six firms were directly solicited. The bid opening was November 17, 2022. One (1) vendor submitted a bid. The apparent lowest and most responsible bidder, Five Star Nissan of Albany, is recommended for award.

COUNTY ADMINISTRATOR ACTION:

APPROVED

DISAPPROVED

HOLD

COMMENTS:

12-2-22
DATE

[Signature]
COUNTY ADMINISTRATOR

List of Documents Attached:

LRA

CONSTRUCTORS, INC.

Via Email

November 29, 2022

Dougherty County Board of Commissioners
Public Works, Engineering Department
Attn: Mr. Jeremy W. Brown, P.E.

Re: Change Order Proposal #011 – Weir Gate
Radium Spring Run Bridge
Albany, Georgia 31705

Mr. Brown,

This Change Order Proposal includes the following work:

1. Furnish and Installation of new weir gate on the southern barrel of the Spring Run Bridge.
2. Grassing of any disturbed areas once construction is complete.
3. Allowance for any sidewalk damaged during construction (\$7,500.00).

Our proposal price for the above work is One Hundred Thirty-One Thousand Fifty-Three Dollars and 0/100 (\$131,053.00).

If you have any questions, please do not hesitate to contact me.

Regards,



Will Reese, P.E.
Project Manager

Enclosures

Copy: File

GRANT REQUEST AUTHORIZATION FORM



GRANT REQUEST AUTHORIZATION FORM

| | | | | |
|---|------------|---|-------|--------------------|
| DATE: December 1, 2022 | | | | |
| DEPARTMENT: Library | | | | |
| GRANT PROGRAM: Westtown Library Renovation | | | | |
| GRANT AGENCY: Georgia Public Library Service | | | | |
| CFDA # (IF FEDERAL GRANT) N/A | | | | |
| PROGRAM TITLE: Georgia Public Library Service Major Repair and Renovation Grant Program | | | | |
| FUNDING REQUEST: | | | | |
| FEDERAL | STATE | LOCAL MATCH | OTHER | TOTAL REQUEST |
| | \$ 200,000 | \$ 200,000 | | \$ 400,000 |
| IF LOCAL MATCH IS REQUIRED, ARE FUNDS AVAILABLE IN CURRENT BUDGET? Yes | | Comments: (in-kind, direct appropriation, etc.) | | |
| INDIRECT COSTS? | AMOUNT: | | | |
| N/A | | | | |
| REIMBURSEMENT GRANT: | | | | |
| PROJECT DIRECTOR: Gail Evans | | PHONE: (229)420-3230 | | |
| DEPARTMENT DIRECTOR OR OFFICIAL APPROVING SUBMISSION (PRINT NAME & TITLE) Gail Evans, Library Director | | SIGNATURE: | | DATE: 12/1/2022 |
| REVIEWED BY FINANCE: Director Martha B. Hendley | | SIGNATURE: | | DATE: 12/2/2022 |
| REVIEWED BY COUNTY ADMINISTRATOR: Michael McCoy | | SIGNATURE: | | DATE: 12-2-22 |
| COUNTY COMMISSION ACTION: | | APPROVED: Y/N | | DATE: |

Westtown Library Budget Summary

Item 8a.

CONSTRUCTION COST

| | NOTES | COST |
|---|--------------------------------------|---------------------|
| 1,600,000 | Estimated Cost of Check Set 02_14_22 | |
| Landscaping | | \$ 30,000 |
| Seal Coating Asphalt | | \$ 32,000 |
| Connecting Roof Drains to Sewer | | \$ 45,000 |
| Dumpster Pad, Gates, and Canopy | | \$ 30,000 |
| New Entrance Canopy | | \$ 20,000 |
| All Exterior Masonry Work | | \$ 120,000 |
| Bollards | | \$ 2,400 |
| Bike Rack | | \$ 2,500 |
| Marker Boards | | \$ 7,500 |
| Total Value Engineered: | | \$ 289,400 |
| Total Projected Construction Cost After Value Engineering: | | \$ 1,310,600 |

SOFT COSTS

SRJ Architects

| | | |
|---------------------------------------|--|---------------------|
| Basic Design Services (Main Building) | | \$ 47,500.00 |
| Furniture Design Fee (10%) | | \$ 12,000 |
| Asbestos survey | | \$ 4,987.20 |
| Asbestos monitoring (estimate) | | \$ 3,000.00 |
| SUBTOTAL: | | \$ 67,487.20 |

Others

| | | |
|------------------|--|-------------------|
| Furniture | | \$ 120,000 |
| Moving expenses | | \$ 23,000.00 |
| IT & Cameras | | \$ 20,000.00 |
| Appliances | | \$ 2,000.00 |
| SUBTOTAL: | | \$ 165,000 |

REIMBURSABLES:

| | | |
|-------------------|--|------------------|
| Measured Drawings | | \$ 5,000 |
| Document Printing | | \$ 5,000 |
| SUBTOTAL: | | \$ 10,000 |

TOTAL PROJECT COST

\$ 1,553,087

BUDGET: \$854,870

Ms. Ula M Peterson

123 A Merritt ST
Albany, GA 31705 US
Mobile: 229-338-2040

Email: petersonula@yahoo.com

Availability:

Job Type: Permanent

Work Schedule: Full-Time

Desired locations:

United States - GA - Albany

Work Experience:**Albany State University**

504 College Drive
Albany, GA 31705 United States

08/2014 - Present

Hours per week: 40

Albany State University**Duties, Accomplishments and Related Skills:****Project Coordinator R.E.A.L Grant- September-2021- Present**

Ensure that the grant and cooperative agreements are consistent with relevant Federal grant and cash management regulations. Ensures that all statutory and administrative requirements and grant conditions have been met, both financially and administratively, during the closeout of grant programs.

Analyze and resolve complex issues related to the financial and administrative aspects of grant programs. Ensures grantee expenditure of funds is in accordance with current Federal laws and regulations and DOT policies and practices.

Resolve grantee administrative and internal control deficiencies disclosed in external financial and compliance audits. Performs reviews of the financial and administrative operations of DOT grantees either on-site or through desk monitoring reviews, and offers technical assistance as needed.

Write and edit grant analysis documents and agency decisions, prepares staff papers, briefs management officials, and provides advice and policy guidance, training and

technical assistance. Communicates with a variety of levels of the organization to present information, defend rationale, negotiate with and persuade the audience, respond to questions, and provide feedback or information in different types of situations to different types of audiences.

Accounting Assistant/Cashier August -2014-April -2018

Temporary Staff Assignments May 2013 - August-2014

(Parking Coordinator, Financial Aid Office)

Administrative Assistant Human Resources December 2012- May-2013

Post financials to student's accounts; Review bank statements, general ledgers, and journal entries. Manages AR/AP

Greets general public, provides information to inquiries, resolves issues, provide general information based on assigned department to internal/external customers. Assist Director and staff in coordinating activities in the Office of Human Resources. Maintain personnel files, answer calls, open and sort mail, and compose letters regarding employee status. Grant Management

Perform account maintenance and account support which requires a basic understanding of accounting systems, policies, and procedures to examine, verify and maintain and reconcile accounts and accounting data, prepare and analyze reports.

Perform technical work in support of the receipt, disbursement, examination, deposit and custody of cash items which includes handling cash items or use of cash accountability control methods. Knowledge of the negotiability and validity of cash items, the acceptability of required supporting documents, and cash processing procedures of State agencies and commercial institutions.

Examine documents for accuracy, adequacy of documentation, compliance with regulations for goods and services provided to or by the State, satisfaction or default in fulfilling contractual obligations, reimbursements for education, travel and transportation. Examine invoices, voucher, and related documents is required. Schedule, procurements instructions and procedures, travel regulations, commercial practices, trade customers and terminology general terms.

Support contract execution and change process to include cost analysis of contractor proposals. Reviewing and approving invoices in accordance with regulations and policy. Coordinate resolution of contract issues. Ensure that files are properly maintained and audit ready.

Determine pay, payroll records maintenance and completion of reports pertaining to employees. Answer requests and providing advice to employees, supervisors, financial specialists and personnel specialists on pay related rules, regulations, and procedures.

Make collections not related to pay and leave. Post, examine, balance, computer, and extract data from records to prepare reports, Knowledge of regulations procedures, programs and systems, and personnel rules and regulations that affect pay.

Perform technician work in support-of-budget-analysis and administration such as maintain ledgers, budget formulation, compiling, consolidating, checking and arranging funding data. Communicate with customers, employees, and other individuals to answer questions, disseminate or explain information, take orders and address complaints. Answer telephones, direct calls and take messages.

Compile, copy, sort, and file records of office activities, business transactions, and other activities. Operate office machines, such as photocopiers and scanners, facsimile machines, voice mail systems and personal computers. Review files, records, and other documents to obtain information to respond to requests. Complete work schedules, manage calendars and arrange appointments. Inventory and order materials, supplies, and services. Troubleshoot problems involving office equipment, such as computer hardware and software.

Labor Finders at DCED

2401 B-8 Dawson Rd
Albany, GA 31701 United States

09/2013 - 03/2014

Hours per week: 40

Leasing Agent

Duties, Accomplishments and Related Skills:

In this position, I greeted Clients, reviewed information for leasing apartment, Verify documents for accuracy. Maintained computer & hard copy files of current and past tenants. Helped build & data entry of information into property ware system. Maintained a log of repairs & replacement of appliances a/c units, hot water heaters for properties. Trained others on property ware software. Grant management of funds.

Type lease and complete appropriate paperwork and input information accurately

and on a timely basis. Review with the Manager prior to obtaining signatures. Maintain current files. Maintain and record daily inspections for the community. Distribute all company or community-issued notices. Maintain accurate monthly records on leases and renewals. Assist management team with other various tasks as required. Consistently implementing policies.

Integrate data from various types of software to produce final products which are accurate and meet the needs of the office. Develop methods for automating recurring reports, considering the multiple uses for the data presented. Establish categories and formats, and set up details functional procedures needed to enter and retrieve data.

Performed various functions on a personal computer, i.e. various types of software such as Word, Excel, Access, PowerPoint, etc., used various types of word processing software to create, revise, move, edit, retrieve, and copy various correspondence/ documents and maintained files.

Central Payment Corporation

Georgia

Albany, GA 31701 United States

11/2008 - 08/2011

Hours per week: 40

Account Executive

Duties, Accomplishments and Related Skills:

As Account Executive I made contacted with clients about purchasing debit/credit processing machine or converting services over to Central Payment Corporation. Built client relationships while maintaining and analyzing present services. Responsible for overseeing independent businesses. Made business decisions in a timely manner.

Performed various accounting functions. Provide accounting and clerical support; Type accurately, prepare and maintain accounting documents and records. Prepare bank deposits, general ledger postings and statements
Reconcile accounts in a timely manner. Daily enter key data of financial transactions in database. Aid and support to company personnel. Research, track and restore accounting or documentation problems and discrepancies. Inform management and compile reports/summaries on activity areas; Function in accordance with established standards, procedures and applicable laws.

Accounting Principals

10201 Centurion Pkwy N #400
Jacksonville, FL 32256 United States

08/2006 - 05/2008

Hours per week: 40

Collector I**Duties, Accomplishments and Related Skills:**

Initiated contact with clients about past due accounts and secured payments. Updated files daily and reviewed collection activities. Set up a payment plan for clients to get account paid in full. Established client relationships.

Receive payments and post amounts paid to customer accounts. Locate and monitor overdue accounts, using computers and a variety of automated systems. Record information about financial status of customers and status of collection efforts. Locate and notify customers of delinquent accounts by mail, telephone, or personal visits in order to solicit payment. Confer with customers by telephone or in person to determine reasons for overdue payments and to review the terms of sales, service, or credit contracts. Advise customers of necessary actions and strategies for debt repayment. Persuade customers to pay amounts due on credit accounts, damage claims, or non-payable checks, or to return merchandise.

Sort and file correspondence, and perform miscellaneous clerical duties such as answering correspondence and writing reports. Perform various administrative functions for assigned accounts, such as recording address changes and purging the records of deceased customers. Arrange for debt repayment or establish repayment schedules, based on customers' financial situations. Negotiate credit extensions when necessary.

Trace delinquent customers to new addresses by inquiring at post offices, telephone companies, credit bureaus, or through the questioning of neighbors. Notify credit departments, order merchandise repossession or service disconnection, and turn over account records to attorneys when customers fail to respond to collection attempts.

Option One Mortgage

7800 Belfort Pkwy #290
Jacksonville, FL 32256 United States

07/2002 - 01/2006

Hours per week: 40

Account Resolution Counselor II

Duties, Accomplishments and Related Skills:

Established contact with clients about mortgage payments, secured payments. Counseled clients about loan status. Updated files, reviewed documents in foreclosure status. Analyze financial statements and loan opening documents to assess options for recovery.

Support contract execution and change process to include cost analysis of contractor proposals. Reviewing and approving invoices in accordance with regulations and policy. Coordinate resolution of contract issues. Ensure that files are properly maintained and audit ready.

Identify suspect situations and investigate exposure, escalating issues to management along with course of action taken. Utilize internal collections systems and accounting systems for all loan types. Identify and resolve the more complex problematic account situations. Understand the workflow necessary for account maintenance/corrections through to resolutions. Follow up on all customer inquiries.

Compile information and analyzes the account files for repossession and foreclosure recommendation. Complete beginning, daily and final strikes of assigned charge off portfolios to various reports and logs. Complete charge off referral/authorization forms to include account summary and likelihood of recovery with recommendation for future action.

Perform additional duties as requested by management. Works under general supervision. Has contact with internal supervisors and externally with customers and service providers. I Worked in the Retention Department with a 95% saved rate while maintaining client relationships.

Education:

Albany State University Albany, GA United States

A.A.S. Business Administration-Spring 05/ 22- Bachelor's Degree Spring 05/23

Dual- Majors: Business Management/ BAS Technology Management

Relevant Coursework, Licenses and Certifications

Currently Attending

Albany Technical College Albany, GA United States
Technical & Occupational Certificate 05/2013 -Business Management Diploma

Additional Information:

Summary

Extensive experience in customer support services – financial services and higher education

Quick learner – masters database systems and operating systems with a short learning curve

Proven ability to work with diverse populations, builds rapport, and delivers excellent service resolving issues across services industries. Banner Knowledge, 33 years of Customer Service Experience.

Critical thinker and problem solver, organized and able to analyze situations, producing desired outcomes in a timely manner.

HARYL DABNEY JR.

904 Strout Ave Albany, Ga. 31705 | (229) 418-1978 | haryl.dabney@gmail.com | www.linkedin.com/in/hdabney

SUMMARY

An adaptable and dedicated operations professional, with broad and diverse expertise encompassing retail operations, e-commerce, training and development, human resources administration, social media, marketing, event planning, scheduling, performance management, workflow development, and employee relations. A proven aptitude in working with cross-functional teams, communicating with all levels of management and vendors, and directing all aspects of job functionalities. A performance-driven and accomplished leader, who enhances operations and client satisfaction for continued improvement and meets short- and long-term objectives.

EXPERIENCE

WALMART, USA

Quality Assurance-InHome Delivery, 2022-Present

Travel to different to stores to ensure they were on process and in compliance with SOPs and policies. Staffing reviews and escalations. Ensure that all associates have completed all compliance related training and are eligible to be drivers. Review daily, weekly, monthly, and quarterly metrics. Cross functional teaming to complete projects and company initiatives with product, engineering, and customer support. Review qualitative and quantitative feedback.

- Implemented vehicle tracking program
- Spearheaded the upfit of Canoo EV
- Assisted in the launch of InHome Delivery in 850 stores
- Reduced van inventory 40%
- Created KPIs for QA team to address poor performing stores
- Developed store tours template
- Reduced overutilization of hours 12%
- Implemented LTP tracking at store level

WALMART, Southeast Florida/Georgia/New York City

Operations Manager-InHome Delivery, 2020-2022

Lead market and regional bi-weekly, monthly, and quarterly briefing. Coordinate marketing events and staffing. Developed and updated training material/SOPs. Created an integrated spreadsheet to control inventory levels in vehicles, markets, and regions. Partnered with social media teams to develop content for weekly social media post. Coordinate the launching, inventory, and hiring of new stores. Use KPIs to measure success and efficiency of Last Mile. Developed key initiatives to improve customer and associate engagement. Collaborate with in store partners, tech, marketing, and customer service to coordinate continuous improvement and problem resolution for software, marketing events, and customer experience monthly to ensure the program was running efficient, effective, and to help with scaling. Quality management based on driver and store metrics, driver feedback, and customer surveys.

- Manage 2 Salary/40 Hourly associates/31 stores in 12 markets/22 Fleet Vehicles
- Process improvement and development
- Developed inventory tracking method for associate vehicles.
- Managed Inventory 80k+ and assets of 1.5M+.
- Change and New Program implementation
- InHome supplies and GNFR integration
- Developed uniform rental/direct purchase program

WALMART, Bentonville, Arkansas
Manager II, Field E-Commerce - DODM, 2020

Mentored, taught, and trained hourly/salaried management and hourly associates. Scheduled nationwide domestic travel, in-person meetings, and Zoom meetings. Analyzed store and OGP performance. Led project management and implementation of new propositions. Spearheaded change management. Developed training material and led feedback coordination. Troubleshot technology and oversaw process development. Directed OBW analysis, review, and edits. Trained and guided development. Analyzed and reviewed routines and processes. Chaired EDLP and EDLC and metrics review.

- Spearheaded associate/store recognition and development.
- Built competitor analysis deck for COVID-19 e-commerce.
- Developed training videos for Online Grocery and driver routing system to support stores during COVID-19.
- Trained over 1,000+ hourly and salaried associates on OGP, Delivery, SNAP, Express, Curbside, SFS, and Dotcom 2.0.
- Agile workflow

WALMART, Albany, Georgia
Operations Management/E-Commerce, 2017-2020

Directed P&L review and accounting, bank reconciliation, and deposit verification. Administered HR tasks, such as workforce planning, labor relations, and benefits. Led event management and coordination. Oversaw recruiting, hiring, and employee retention. Verified completed tasks. Monitored store productivity and assigned three-week schedules. Ensured store opening and closing procedures, and led product planning and merchandising. Vendor management. Directed shrink prevention and reviewed departmentalized metrics. Reviewed and analyzed routines and processes.

- Created social group on Workplace for OGP and Pickup associates to show ideas, accomplishments, and launches, and see accomplishments of others across company.
- Organized four WM and NHM and one Sam's Club to help feed neighbors in need for holidays.
- Coordinated "Back to School" Drive for teacher participation only. Bags contained \$100 worth of teacher supplies.
- Oversaw marketing and served as social media champion.
- Mentored, taught, and trained 110 team members.
- Developed five associates for promotion.
- Increased online revenue 250k

WALMART Albany, Georgia
O/n Support Manager, 2015-2017

EXECUTIVE CARS Albany, Georgia
Sales/Service Manager, 2014-2018

L2 NETWORKS, Albany, Georgia
Public Relations Manager, 2011-2014

EDUCATION

DARTON STATE COLLEGE, Albany, Georgia, 2011-2013
Course Work: Associate's in Business Administration

VOLUNTEER WORK

Albany Crime Stoppers, Board of Directors, 2012-Present
Dougherty County Public Library Board, Board of Directors, 2013-2020
Lily Pad Sane Center, Board of Directors, 2016-2021

AWARDS

Southwest Georgia Top 40 Young Professionals Under 40, 2013, Georgia Forward - Young Game Changers, 2018
Albany Chamber of Commerce, Ambassador of the Year, 2013, Georgia Academy for Economic Development Certificate, 2018