



**PAULDING COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES**

February 27, 2024

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

CALL TO ORDER: David L. Carmichael, Chairman

**INVOCATION
& PLEDGE:** Jayson Phillips, County Attorney

PRESENT: David L. Carmichael, Chairman; Keith Dunn, Post 1; Sandy Kaecher, Post II; Virginia Galloway, Post III; Jayson Phillips, County Attorney; Frank Baker, County Manager; Rebecca Merideth, County Clerk.

MINUTES:

1. *The February 13, 2024 Work Session Minutes and the February 13, 2024 Board Meeting Minutes were available for review.*

ANNOUNCEMENTS:

Team Paulding: “Reach the Peach” in 2024 with Paulding County Elections aired for the Board and audience.

INVITED GUESTS: None

BID AWARDS:

2. *Approve the purchase of a Caterpillar D3 LGP Bulldozer from Yancey Brothers in the amount of \$174,814.00. This Capital Purchase was approved in the FY 2024 Capital Budget for Paulding County DOT and will be funded using General Funds:*

Discussed action to approve the purchase of a Caterpillar D3 LGP Bulldozer from Yancey Brothers in the amount of \$174,814.00. This Capital Purchase was approved in the FY 2024 Capital Budget for Paulding County DOT. Tabitha Pollard, Finance Director stated this is a routine purchase. DOT received three bids ranging from \$174,814.00 up to \$178,360.00. DOT is requesting the low bid from Yancey Brothers.

3. *Award the SPLOST purchase of (17) 2025 Ford Interceptor SUV to Hardy Family Ford in the amount of \$801,905.98:*

Discussed action to award the SPLOST purchase of (17) 2025 Ford Interceptor SUV to Hardy Family Ford in the amount of \$801,905.98. Tabitha Pollard, Finance Director stated this is a routine purchase to replace older vehicles. She further stated Hardy Family Ford is selling these vehicles for \$47,170.94, which is lower than the State Contract price of \$48,154.00.

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4. ***Award the 2024 Asphalt Project Contract I to the lowest bidder, Bartow Paving Company Inc., in the amount of \$7,632,334.70. Roads scheduled in the contract are located in Posts 2 and 4. Funding of the project will be from the FY 2024 LMIG Grant, General Fund and SPLOST:***

Discussed action to award the 2024 Asphalt Project Contract I to the lowest bidder, Bartow Paving Company Inc., in the amount of \$7,632,334.70. Roads scheduled in the contract are located in Posts 2 and 4. George Jones, Transportation Director stated the Finance Department advertised this project. Seven companies submitted proposals for the project on February 2, 2024. Bartow Paving Company Inc. was the lowest responsive bidder with the bid being 13.3% lower than the County estimate. The Project completion date is scheduled for October 31, 2024.

Chairman Carmichael asked what LMIG stands for.

Mr. Jones stated LMIG stands for Local Maintenance Improvement Grant. Tax Payer Funds are allocated through GDOT for roadway projects.

5. ***Award of the 2024 Asphalt Project Contract II to the low bidder, Bartow Paving Company Inc., in the amount of \$5,573,228.82. Roads scheduled in the contract are located in Posts 1, 3 and 4. Project will be funded by General Fund and SPLOST:***

Discussed action to award the 2024 Asphalt Project Contract II to the low bidder, Bartow Paving Company Inc., in the amount of \$5,573,228.82. Roads scheduled in the contract are located in Posts 1, 3 and 4. George Jones, Transportation Director stated the Finance Department advertised this project. Seven companies submitted proposals for the project on February 2, 2024. Bartow Paving Company Inc. was the lowest responsive bidder with the bid being 6.1% lower than the County estimate. The Project completion date is scheduled for October 31, 2024.

Chairman Carmichael asked if there is a priority list of roads needing to be resurfaced.

Mr. Jones stated there is a list. The County DOT staff creates the Contact in a geographical area so there is not a lot of expense for the movement of equipment.

Chairman Carmichael asked if the bids were competitive.

Mr. Jones stated the bids on Contact II ranged from \$5,573,278.00 to \$8,229,836.00. On Contract I, Bartow Paving Company Inc. was \$458,000.00 lower than the next lowest bid.

REPORTS FROM COMMITTEES & DEPARTMENTS: None

PUBLIC PARTICIPATION ON AGENDA ITEMS: None

CONSENT AGENDA: Chairman Carmichael read the following consent agenda items:

6. ***Approve the Chairman's nomination of Commissioner Sandy Kaecher as Chairman Pro Tem.***
7. ***The Paulding County Sheriff's Office would like to request the Commission to retire or surplus Major Clint Morris' and Captain Deidre Morris' Service Weapons. Major Morris retired October 27, 2023 and Captian Morris retires March 13, 2024. Both meet the required policy in order to retire a service pistol.***
8. ***Adopt the County Administration's job classification for: Special Projects Director.***

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9. *Action to nominate and confirm Scott K. Greene to the position of Special Projects Director.*
10. *Dissolve and remove the current job descriptions for Director of Operations and the Director of Public Services in the County Administration Department and completely eliminate both from Paulding County's Job Class Inventory.*
11. *Action to surplus 540 Cisco Phone Handsets for auction, trade or donation.*

OLD BUSINESS: None

NEW BUSINESS:

12. *Approve the May 1, 2024, Employee Benefits Plan renewal as presented:*

Discussed action to approve the May 1, 2024, Employee Benefits Plan renewal as presented. Tara Palmer, Human Resources Director stated this is the time of year we review our Health Benefits. Benefits are crucial to recruitment and retention. NFP sent out a market analysis and received quotes. Aetna Insurance's quote came back with a 57% increase. Ms. Palmer further stated this year, we will return to Anthem. Their plan will be a 34% increase from last year and will be self-funded. The employee contribution will increase 10%.

Commissioner Kaecher asked if claims were up.

Ms. Palmer stated claims were up 129% last year.

Commissioner Galloway asked if we have looked at HSA accounts.

Ms. Palmer said we have not looked at HSA accounts. She further stated the County has HRA accounts.

Chairman Carmichael asked about training for the employees.

Ms. Palmer stated during Open Enrollment, training will be offered through on-line, virtual, phone and in-person. NFP staff will be onsite to answer questions and help employees choose a benefits package.

13. *Adopt Resolution 2024-04 imposing a 120-day moratorium on the acceptance of construction plans involving the use of sewer lift station:*

Discussed action to adopt Resolution 2024-04 imposing a 120-day moratorium on the acceptance of construction plans involving the use of sewer lift stations. Ray Wooten, Water and Sewer Director stated the department is working on specifications and updating the UDO to give everyone a step-by-step path for developing property, which also includes water and sewer on the property. He further stated we currently refer to our master plan, but there is no master plan for pump stations. This moratorium will allow us to have proper Ordinances in place.

Commissioner Galloway asked Mr. Wooten to explain what the lift station is and who maintains it.

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Mr. Wooten stated Water and Sewer likes everything to flow by gravity. When someone puts in a lift station, it has to be maintained. The County has a crew that checks the lift stations on a weekly basis. Each lift station costs \$50,000.00 to maintain and can go as high as \$100,000.00 for replacement. The County currently has 51 lift stations, which equates to an annual maintenance of \$2,500,000.00.

Commissioner Galloway commented she didn't believe everyone knows the County is responsible for maintenance once the developer installs the lift station.

Chairman Carmichael asked if the developer ever asks for more pump stations than needed.

Mr. Wooten stated pump stations are generally an inexpensive way to tie property to sewer, leaving the County with expensive maintenance. The goal is to work with developers up front to go to gravity and sewer.

CONCLUSION OF REGULAR BUSINESS

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS: None

Chairman Carmichael asked the Commissioners if they had any comments or announcements.

Commissioner Kaecher thanked NFP for all of their hard work in helping the County save money over the past five years.

EXECUTIVE SESSION/ADJOURNMENT: Virginia Galloway made a motion to adjourn to Executive Session for the purpose of Real Estate, seconded by Sandy Kaecher. Voting Yea: Chairman Carmichael, Post I Keith Dunn, Post II Sandy Kaecher, Post III Virginia Galloway,

Chairman Carmichael stated the meeting would be adjourned from Executive Session.