



**PAULDING COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES
January 26, 2021**

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

CALL TO ORDER: David L. Carmichael, Chairman

**INVOCATION
& PLEDGE:** Rev. Johnny McBurrows, Shiloh Missionary Baptist Church

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

MINUTES:

- 1. The January 12, 2021, Work Session and Board Meeting Minutes were available for review.*

ANNOUNCEMENTS:

Team Paulding: "Paulding County's New Adopt-A-Stream Program" aired for the audience.

INVITED GUESTS: None

BID AWARDS:

- 2. Approve the purchase of a track loader to the lowest bidder, L & N Supply, in the amount of \$67,334.00:*
Tabitha Pollard, Finance Director stating they received five (5) bids. This track loader is for the Water System Department.
- 3. Approve the purchase of materials to provide installation of the Seven Hills Connector Water Main in the amount of \$464,779.70:*
Tabitha Pollard, Finance Director stating they received three (3) bids. This is for material for the water main and includes extra material for future use in order to lock in the price.
- 4. Award the flow monitoring services for Pumpkinvine and Coppermine Sewer Treatment Plants to ADS Environmental Services in the amount of \$285,334.00:*
Tabitha Pollard, Finance Director stating they received one (1) bid and further stated sewer treatment is expensive to treat when ground water enters the treatment plant. This system is to monitor and keep ground water away from the treatment plants.

REPORTS FROM COMMITTEES & DEPARTMENTS:

Ms. Sheffield, County Extension Coordinator Re: 2020 Annual Update.
 Ms. Sheffield stated that the Paulding County 4-H program is one of the leading Counties in the state. Paulding County had 133 middle school students complete service learning projects. Ms. Sheffield thanked the Board of Commissioners for their support.
 Tabitha Pollard, Finance Director Re: Mid-year report.
 Ms. Pollard stated that the reports shown are June 30th numbers and December 31st numbers. Ms. Pollard is starting to plan the 2022 budget. Ms. Pollard stated that you can find all finance reports on the County website. All budgets were right on budget or a little above except Title Ad Valorem and sales taxes. All departments came in under budget. We ended the year with a change to fund exceeding 13.8 million which is a combination of revenue exceeding budget and departments expenses coming in under budget.

PUBLIC PARTICIPATION ON AGENDA ITEMS: None

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

- 5. Adopt Elections job classification for a full time Elections Clerk.*
- 6. Adopt Resolution 21-01 approving the waiver of certain penalties and interest by the Paulding County Tax Commissioner.*

7. *Authorize the Chairman to sign a Quit Claim Deed to transfer the right of way currently owned by Paulding County Board of Commissioners, and any associated drainage easements for the Justice Center Drive project, to the City of Dallas.*
8. *Appoint John Grant to serve on the Recreation Board as the representative for Post II, the Board is a five-year term beginning January 1, 2021 and expiring on December 31, 2025.*
9. *Reappoint Michael Craton to the Water Sewer Advisory Board as the Post II representative, with a one-year term beginning January 1, 2021 and expiring on December 31, 2021.*

OLD BUSINESS: None

NEW BUSINESS:

10. *Discussed action to approve the option to extend the existing Contract Services Agreement for the Paulding County Kiosk Program for one-year:*
Frank Baker, County Administrator stated this is a one (1) year renewal of an existing contract that was approved in 2011. The signs have the County logo and directional information blades in order to keep litter/signs off of right-of-ways. This is a self-funding program by a third party vendor, the County does receive some revenues from the program but there is no cost to the County for supplies or staff hours.
11. *Discussed action to approve a project funding allotment increase in the amount of \$30,000.00, for the completion of the Costco Drive Project, Project Number PR-IMP(034)-(1):*
George Jones, Transportation Director stated the Costco infrastructure project was awarded October 13, 2020 additional quantities are needed to finish the project. This is about 19% change but is still under the original allotment of \$500,000.00 for the total project.
12. *Discussed action to approve Change Order No.9 for CMAR Services for the RCR Water Treatment Plant, Etowah River Pump Station, and Reservoir Pump Station to extend PC Construction's contract final completion date to March 31, 2021:*
Laurie Ashmore, Water System Director stated this change order allows for additional time for PC Construction staff support to Paulding staff and to extend the contractual completion date to March 31, 2021 to allow time for full commissioning of the facility. The contract value remains unchanged.
13. *Discussed action to approve the Chairman to enter into an Agreement with Kelly Landscapes Management, Inc. for the Roadside Right-of-Way Turf Maintenance Services Contract in the amount of \$168,597.65. The contract provides for finish mowing, string trimming, edging and litter pickup of approximately 66 acres (10.5 acres of median and 55.43 acres of roadside shoulders) on various County roads:*
George Jones, Transportation Director stated this is the second renewal on this contract it allows for services for right-of-way turf maintenance for grass medians and grass shoulders on various County owned/maintained roads. Kelly Landscapes has performed turf maintenance services for the Department of Transportation for the last five years.
Chairman Carmichael asked when this will be bid out.
George Jones stated this contract provides for the option of being extended for up to two additional years at the same cost, provided both parties agree. This is the second renewal so next year this will be put out to bid.
14. *Discussed action to approve a Development Agreement with North Paulding Development, LLC for construction of a water main along a portion of Seven Hills Connector:*
Laurie Ashmore, Water System Director stated North Paulding Development is installing a 18.36 acre track along Seven Hills Blvd and Cedarcrest Rd. Normally this would be 8 inches but the long term plans requires 16 inches. We will be providing the materials for this project and the developer will install it.

CONCLUSION OF REGULAR BUSINESS

Chairman Carmichael asked Mr. Baker if he had any announcements or comments.

Mr. Baker, County Administrator suggested that the Board considered to enter into executive session concerning real estate and personnel.

EXECUTIVE SESSION:

Sandy Kaecher made a motion to enter into executive session, seconded by Brian Stover. Voting Yea: Chairman Carmichael, Post I Keith Dunn, Post II Sandy Kaecher, Post III Chuck Hart, Post IV Brian Stover.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS: None

ADJOURNMENT:

Brian Stover made a motion to adjourn, seconded by Keith Dunn. Voting Yea: Chairman Carmichael, Post I Keith Dunn, Post II Sandy Kaecher, Post III Chuck Hart, Post IV Brian Stover.