



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Agenda

Tuesday, September 19, 2017 ♦ 6:30 AM
Putnam County Administration Building – Room 203

Opening

1. Welcome - Call to Order
2. Invocation
3. Pledge of Allegiance
4. Proclamation - 4H Shotgun Team

Regular Business Meeting

5. Public Comments
6. Approval of Agenda
7. Consent Agenda
 - a. Approval of Minutes - September 8, 2017
8. Approval of LMIG "Off System Safety Enhancement" Project List
9. Approval of FY18 Budget

Reports/Announcements

10. County Manager Report
11. County Attorney Report
12. Commissioner Announcements

Closing

13. Adjournment

Backup material for agenda item:

7. Consent Agenda

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Minutes

Friday, September 8, 2017 ♦ 9:00 AM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Friday, September 8, 2017 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia

PRESENT

- Chairman Stephen Hersey
- Commissioner Kelvin Irvin
- Commissioner Daniel Brown
- Commissioner Alan Foster
- Commissioner Trevor Addison

STAFF PRESENT

- County Attorney Adam Nelson
- County Manager Paul Van Haute
- County Clerk Lynn Butterworth

Opening

1. Welcome - Call to Order

Chairman Hersey called the meeting to order at approximately 9:03 a.m. (Copy of agenda made a part of the minutes on minute book page _____.)

2. Invocation

The invocation was given by Rev. Garland Hart, Eatonton Presbyterian Church.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Chairman Hersey.

Mill Rate Public Hearing

4. Presentation of Proposed 2017 Mill Rate

County Manager Van Haute presented information regarding the proposed 2017 mill rate. (Copy of presentation made a part of the minutes on minute book pages _____ to _____.)

5. Comments from the Public

None

6. Comments from Commissioners and/or Staff

Commissioner Foster commented that it was hard to match up revenues and expenditures and we tried to keep a lower mill rate to help people recover from the recession. He also commented the closing of Plant Branch made us unable to keep that lower rate and thanks to the good stewardship of staff, department heads, and elected officials we have a healthy fund balance, but that won't last much over a couple years.

Commissioner Addison commented that small tax increases can be justified, but prefers a method of projecting out as far as possible and staying on a steady mill rate for four to five years. He further remarked that waiting until next year before considering a tax increase will give a better understanding of revenues.

Chairman Hersey commented that a five year plan is an excellent idea but hard to forecast. He also commented that the TSPLOST money is for capital transportation costs only and not for general operations. He explained that the proposed mill rate is a 5% increase in the unincorporated area and a 1.7% increase in the incorporated area and that the tax digest is a three year rolling average so it will take a while to catch up to the improved market. He also remarked that a small tax increase this year and maximum preservation of reserves is the main priority this year.

Budget Public Hearing

7. Presentation of Proposed FY18 Budget

County Manager Van Haute briefly went over the advertised budget. (Copy of budget made a part of the minutes on minute book page _____.)

8. Comments from the Public

None

9. Comments from Commissioners and/or Staff

Commissioner Foster commented that the cultural and recreation parts of the budget may seem high but large revenues are also taken in. He also questioned where additional revenues could come from and commented on the hotel/motel tax money that some neighboring counties are getting.

Chairman Hersey commented that a large portion of the budget increase is due to health insurance and that the original requested budget was \$23 million with the proposed down to \$18.8 million. He also advised that any commission wishing to make changes to the budget should get with the County Manager.

Commissioner Irvin commented that the budget should be set before the mill rate.

Called Meeting

10. Public Comments

None

11. Approval of Agenda

Motion made by Commissioner Addison, seconded by Commissioner Irvin, to approve the agenda. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes.

12. Consent Agenda

- a. Approval of Minutes - August 15, 2017 Public Hearing & Regular Meeting (staff)
- b. Approval of Minutes - August 31, 2017 Mill Rate PH #1 (staff)
- c. Approval of Minutes - August 31, 2017 Mill Rate PH #2 (staff)
- d. Authorization for Chairman to sign letter to Middle Georgia Regional Commission requesting technical assistance for Coal Communities grant (PDA)
- e. Authorization for Chairman to sign letter to Middle Georgia Regional Commission regarding technical assistance for OneGeorgia grant (PDA)
- f. Authorization for Chairman to sign Resolution and Proxy Appointment form for Middle Georgia Consortium Representative (staff)
- g. Authorization for Chairman to sign documents related to ACCG-Group Health Benefit Program (staff)
 - i. Group Adoption Agreement
 - ii. Business Associate Agreement
- h. Authorization for Chairman to sign Letter of Intent for Underwriting Services to Refinance SWA Loan (SH)

Motion made by Commissioner Foster, seconded by Commissioner Irvin, to approve the Consent Agenda. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes. (Copy of documents made a part of the minutes on minute book pages _____ to _____.)

13. Discussion of the Georgia Heart program in support of rural hospitals (AF)

Commissioner Foster briefly explained the Georgia Heart (Helping Enhance Access to Rural Treatment) program. Dr. Bob Betzel from the Putnam General Hospital Authority thanked the board for including this on the agenda and went over the program in more detail. He explained that you can contribute to your rural hospital organization, Putnam General Hospital in our case, and receive a federal charitable income tax deduction and a 90% Georgia income tax credit. No action was taken.

14. Discussion and possible action on Retirement Watch Policy (staff)

Motion made by Commissioner Foster, seconded by Commissioner Irvin, to table this item. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes.

15. Discussion and possible action regarding a Roundtable and Lunch with local manufacturing businesses (DB)

Commissioner Brown explained that some of the local manufacturing businesses had approached him wanting to be able to talk to the commissioners. He thought it would be a good idea to talk with them and see how the BOC can help and hear their plans and projections. He was thinking about a lunch (on him) and discussion after a Friday Commissioner meeting.

Commissioner Addison commented that the PDA already does several lunches a year with local businesses and maybe the commissioners could attend one of those.

EDD Schwindler advised that the PDA does Business & Industry meeting once or twice a year with sponsors paying for lunch and that she would be glad to help set this up.

Chairman Hersey advised that no action is needed on this item; Commissioner Brown will get together with EDD Schwindler to organize this event. He further advised that commissioner attendance will be voluntary and attendance by three or more commissioners does not constitute a meeting.

16. Ratification of the Board of Education Mill Rate

Motion made by Commissioner Foster, seconded by Commissioner Addison, to ratify the Board of Education 2017 mill rate of 14.269. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes. (Copy of documents made a part of the minutes on minute book pages _____ to _____.)

17. Resolution setting 2017 mill rate for incorporated county maintenance and operation

Motion made by Commissioner Addison, seconded by Commissioner Brown, to set the 2017 incorporated mill rate at 8.846.

After much discussion, **motion made by Commissioner Foster, seconded by Commissioner Addison, to end debate. Motion carried with Commissioners Irvin, Brown, Foster and Addison voting yes and Chairman Hersey voting no.**

Original motion to set the 2017 incorporated mill rate at 8.846 carried with Commissioners Irvin, Brown and Addison voting yes and Commissioner Foster and Chairman Hersey voting no. (Copy of documents made a part of the minutes on minute book pages _____ to _____.)

18. Resolution setting 2017 mill rate for unincorporated county maintenance and operation

Motion made by Commissioner Addison, seconded by Commissioner Irvin, to set the 2017 unincorporated mill rate at 8.277. Motion carried with Commissioners Irvin, Brown and Addison voting yes and Commissioner Foster and Chairman Hersey voting no. (Copy of documents made a part of the minutes on minute book pages _____ to _____.)

Reports/Announcements

19. County Manager Report

County Manager Van Haute reported the following:

- Recreation flyer distributed for an Ethan Richardson Foundation event
- EMS Director Nathan Mason announced his retirement as of December 1, 2017
- ACCG is conducting a survey of Sheriff's office compensation statewide
- Legacy Homes has increased production from 4 homes to 11 homes

20. County Attorney Report

None

21. Commissioner Announcements

Commissioner Irvin: none

Commissioner Brown: none

Commissioner Foster: none

Commissioner Addison: none

Chairman Hersey: none

Closing

22. Adjournment

Motion made by Commissioner Addison, seconded by Commissioner Irvin, to adjourn the meeting. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes.

Meeting adjourned at approximately 11:30 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Stephen J. Hersey
Chairman

Backup material for agenda item:

8. Approval of LMIG "Off System Safety Enhancement" Project List



One Georgia Center, 600 West Peachtree Street, NW
Atlanta, Georgia 30308
Telephone: (404) 631-1000

SEP 7 17 2:35PM
see

July 20, 2017

Steve Hersey, Chairman
Putnam County Board of Commissioners
117 Putnam Drive Suite A
Eatonton, Georgia 31024

RE: 2017 Local Maintenance & Improvement Grant for Off-System Safety Program

Dear Chairman Hersey:

The Department has approved the County/City application for additional LMIG funding assistance for the *Off-System Safety Improvement Program*. The Department will commit up to **\$80,000.00** or **70%** of the project cost, whichever is less. The project will be funded out of the Department's Local Maintenance & Improvement Grant (LMIG) Program. Construction of the repairs must begin before December 31, 2017 or the approval may be cancelled.

These funds will be in addition to the County/City 2017 LMIG allocation. In order to receive the funds, the City/County will need to submit a low bid amount awarded for the projects and return to the address shown below:

**Georgia Department of Transportation
Office of Local Grants – 17th Floor
One Georgia Center
600 West Peachtree Street NW
Atlanta, Georgia 30308**

If you have any questions, please feel free to call me at (404) 347-0240.

Sincerely,

Terry L. Gable
Local Grants Administrator

cc: Mr. Russell McMurry, P.E.; Mr. Mike Dover, P.E.; Mr. Jimmy Smith, P.E.; Mr. Jamie Boswell; Hon. Trey Rhodes; Hon. Rick Williams; Hon. Burt Jones; Mr. Barry Wood; General Files

**LMIG “OFF SYSTEM SAFETY ENHANCEMENT”
PROPOSED PROJECT LIST**

ROAD NAME	FROM	TO	PROPOSED SAFETY PROJECTS	DISTRICT	ESTIMATED COSTS
Twin Bridges Rd	Dennis Station	Avant	<ul style="list-style-type: none"> • New high reflective warning signage & posts at curves • Raised pavement markers 	4	\$20,000
Hillsboro Rd	SR 16	SR 212	<ul style="list-style-type: none"> • Edge and centerline striping (PAINT) 	1	\$26,000
Harmony Rd	Harmony Rd split near 441	Lake Mann Rd	<ul style="list-style-type: none"> • New high reflective warning signage & posts at curves • Raised pavement markers 	3 1	\$26,000 \$9,000
Oconee Springs Road	City Limits	Pea Ridge Road	<ul style="list-style-type: none"> • New High Reflective signage • New Raised Pavement Markers 	2	\$12,000
Old Phoenix Rd	SR 44	SR 16	<ul style="list-style-type: none"> • New high reflective warning signage & posts at curves • Raised pavement markers • Optical speed bars (striping) at New Phoenix 	2 3	\$13,000 \$13,000
Parks Road	SR 441	Martin Luther King	<ul style="list-style-type: none"> • Edge and centerline striping (PAINT) 	2 4	\$5,200 \$5,200
Dennis Station Rd	SR 441	Twin Bridges	<ul style="list-style-type: none"> • New high reflective signage warning signage and posts at curves 	4	\$5,500

Estimated Cost = \$134,900

District 1 - \$35,000

District 2 - \$30,200

District 3 - \$39,000

District 4 - \$30,700

Backup material for agenda item:

9. Approval of FY18 Budget

2018 BUDGET RESOLUTION

WHEREAS, the Board of Commissioners of Putnam County is committed to providing adequate services to its citizens as economically feasible through an official budget process; and

WHEREAS, the Board of Commissioners of Putnam County desires to comply with all requirements of the O. C. G. A.; and

WHEREAS, the Board of Commissioners of Putnam County conducted work sessions on August 4, 2017, August 7, 2017, for the budget request, and

WHEREAS, the proposed budget was published in *The Eatonton Messenger*, the legal organ of Putnam County, on August 24, 2017, and

WHEREAS, the Board of Commissioners of Putnam County conducted a public hearing on September 8, 2017 for the 2018 proposed budget for the fiscal year October 1, 2017 to September 30, 2018, and

NOW THEREFORE, the Board of Commissioners of Putnam County hereby adopts the fiscal year 2018 budget for the general fund, at the department level, special revenue funds, and enterprise funds as presented in the attached exhibit "2018 Putnam County Budget".

Adopted this 19th day of September 2017

BOARD OF COMMISSIONERS OF PUTNAM COUNTY

Chairman Stephen Hersey

Attest:

Lynn Butterworth
County Clerk

2018 PUTNAM COUNTY BUDGET

Fiscal Year October 1, 2017 to September 30, 2018

GENERAL FUND REVENUES

Taxes	14,006,790
Licenses and Permits	150,000
Intergovernmental Revenues	260,766
Charges for Services	1,975,150
Fines	386,100
Interest & Miscellaneous	60,000
Transfer from Other Funds	60,000
Appropriation from Fund Balance	2,024,482
TOTAL GENERAL FUND REVENUES	18,923,288

GENERAL FUND EXPENSES

General Government

District Commissioners	193,666
Executive Officers	213,325
Board of Elections & Registration	267,282
Finance Department	235,701
General Administration	256,000
Legal Services	125,000
Human Resources	140,339
Tax Commissioner	553,935
Tax Assessors	641,055
Board of Equalization	15,216
Risk Management	230,000
Public Buildings	511,725
Regional Development Fees	19,545
Total General Government	3,402,789

Judicial

Superior Court	111,963
Clerk of Superior Court & Image Acc.	452,793
District Attorney	69,332
State Court	124,746
Solicitor's Office	134,489
State Court Judge's Office	102,810
Magistrate Court	256,032
Probate Court	260,460
Juvenile Court	150,149
Juvenile Prosecutor's Office	18,000
Public Defender's Office	88,984
Total Judicial	1,769,758

Public Safety

Sheriff and Jail Operations	4,476,744
Fire Stations & Rescue	1,524,356
Ambulance Service	1,782,119
Coroner	66,700
Animal Services	204,738
Emergency Management	13,210
Total Public Safety	8,067,867

Public Works

2,683,479

Health and Welfare

Health Department	238,102
Putnam General Hospital	400,000
Putnam Jasper Service Center	16,000
Family & Childrens Services	32,078
Indigent Burial	1,200
Senior Citizens Program	30,000
Public Transit System	232,061
Total Health & Welfare	949,441

Cultural and Recreational

Recreation	914,984
Uncle Remus Golf Course	217,847
Eatonton Public Library	160,300
Total Culture and Recreation	1,293,131

Development

County Extension Service	50,078
Planning & Dev./ P&D Commission/Code Enforcement	521,459
Putnam Development Authority	185,286
Total Development	756,823

TOTAL GENERAL FUND EXPENSES

18,923,288

SPECIAL REVENUE FUNDS

	<u>Revenues</u>	<u>Expenses</u>
Law Library Fund	15,000	15,000
Jail Fund	60,000	60,000
Juvenile Services Fund	1,600	1,600
Drug Abuse Education & Treatment Fund	39,075	39,075
Drug Confiscation Fund	50,000	50,000
Federal Forfeiture Fund	3,000	3,000
Emergency 911 Fund	426,840	426,840
Fire Suppression Fund	85,886	85,886
Hotel/Motel Tax Fund	161,875	161,875
Victim & Witness Assistance Program	22,600	16,360
Local Maintenance Improvement Grant	523,665	523,665
Juvenile Prosecutors Fund	157,053	124,568

ENTERPRISE FUNDS

	<u>Revenues</u>	<u>Expenses</u>
Solid Waste Fund	60,000	60,000
Oconee Springs Park Fund	388,450	384,435