

Bryan County Board of Commissioners – March 11, 2014

The regular meeting of the Bryan County Board of Commissioners was held on Tuesday, March 11, 2014 in Pembroke. The following members were present: Chairman Jimmy Burnsed, Commissioner Steve Myers, Commissioner Carter Infinger, Commissioner Wade Price, Commissioner Jimmy Henderson, and Commissioner Noah Covington. Also present: County Administrator Ray Pittman, County Clerk Donna Waters, and County Attorney John Harvey.

Chairman Burnsed called the meeting to order at 5:30 p.m. Invocation was given by Chairman Burnsed. Everyone joined in the Pledge of Allegiance. Visitors were recognized.

A discussion was held on the **agenda**. A motion was made Steve Myers and seconded by Wade Price to approve the agenda as amended. Motion carried unanimously.

A discussion was held on the **minutes** of the February 11, 2014 regular meeting and February 27, 2014 called meeting. A motion was made by Noah Covington and seconded by Jimmy Henderson to approve the minutes of the February 11, 2014 regular meeting as presented. Motion carried unanimously. A motion was made by Noah Covington and seconded by Jimmy Henderson to approve the minutes of the February 27, 2014 special called meeting as presented. Motion carried unanimously.

A discussion was held on the **consent agenda**. A motion was made by Wade Price and seconded by Carter Infinger to approve the consent agenda as printed. Motion carried unanimously.

The following items were listed on the consent agenda:

**1. Approval of New Occupational Tax Certificates**

- \*Deborah Letta – BLDL, LLC
- \*Michael Holmes – Holmes Property Services
- \*Marlowe Williams – HR Consulting and Staffing
- \*Derek Perry – On Target Firearms

**2. Approval of Tax Refunds Due to Appeals in February**

<u>Name</u>	<u>Map &amp; Parcel</u>	<u>Amount</u>
Bulloch County Rural Tele	U34-007-02 (2013)	\$450.13
J. Robert Mobley	0544-025 (2012)	\$1022.65
J. Robert Mobley	0544-025 (2013)	\$595.42
Mark H. Meehan	0711-044 (2013)	\$62.10
John & Megan Mowry	0611-015 (2013)	\$243.11
William S. Ray, Jr.	0474-388 (2013)	\$252.43
The Heritage Bank	0474-394 (2013)	\$420.70
The Heritage Bank	0474-395 (2013)	\$420.70
The Heritage Bank	0531-048.01 (2013)	\$161.67
The Heritage Bank	0531-048.06 (2013)	\$73.47
The Heritage Bank	0531-048.07 (2013)	\$60.26

The Heritage Bank	0531-050.01 (2013)	\$157.67
The Heritage Bank	014-052 (2013)	\$199.20
The Heritage Bank	0531-048.03 (2013)	\$126.47
Edgar & Ramona L. Trowell	064-099 (2013)	\$1,037.30
Robert J. & Sherrill S. Mobley	0549-133 (2012)	\$913.85
Robert J. & Sherrill S. Mobley	0549-133 (2013)	\$649.46
Christopher & Jamilie Jenner	0631-230 (2013)	\$141.22
Burnsed Energy Services	0712-048 (2013)	\$27.33
Trevor Stafford	064-090.20 (2013)	\$145.65
Glenn E. Davis	0545-023 (2013)	\$139.62
Gann Car Crushing, Inc.	0151-014 (2013)	\$764.09
William & Patricia Bennett	064-096 (2013)	\$94.23
Mary Graff	0601-192.03 (2013)	\$24.22
<b>TOTAL</b>		<b>\$8,182.95</b>

**TAVT (Motor Vehicle) Appeals**

Kevin Matthew Lane	\$145.13
Samuel H. Brown	\$131.63
Ralph F. Moose	\$77.56
<b>TOTAL</b>	<b>\$276.76</b>

**Randy Dixon with Republic Waste Services** met with the board to introduce himself as the new Service Manager for our district. Mr. Dixon also commented the 2014 **Free Trash Day** for Bryan County is set for Saturday, April 26, 2014. A discussion was held on holding a second free trash day possibly in October, with no decision being made.

**Liz Lynn, Chief Appraiser**, met with the board to give an update on activities in the Tax Assessors Office. They are currently doing a 2014 review, which is a parcel by parcel count of the entire county. They have also done audits on exempt property and personal property. We currently have 17,046 parcels.

**Freddy Howell, Fire Chief**, met with the board to discuss the **Hazard Mitigation Plan**. Every five (5) years it is necessary for the County and two municipalities to update and adopt the Hazard Mitigation Plan. A motion was made by Carter Infinger and seconded by Noah Covington to adopt the resolution to adopt the Hazard Mitigation Plan. Motion carried unanimously.

“Copy Resolution”

**John Grotheer, Finance Director**, met with the board to discuss **2013 budget amendments**. The overall budget for 2013 was under budget but some of the departments were over budget, therefore amendments are required per GASB. A motion was made by Noah Covington and seconded by Carter Infinger to approve the 2013 budget amendments as presented. Motion carried unanimously.

**Kirk Croasmun, County Engineer**, met with the board with updates on several projects.

**\*South Bryan LAS Facility** – Bids for the LAS construction was received on February 25. The contract is to include construction of the first two spray field tracts which will provide approximately 100,000 gallons of effluent capacity to the WWTF. The remaining tract 3 which has been designed and permitted will be bid/constructed in the future as needed. Tract 3 will provide an additional 50,000 gallons of effluent capacity. As part of the site preparation process, we have met with Georgia Forestry in order to enter into an agreement for the plowing of fire breaks and burning of the site. The estimated cost to delineate wetlands and burn is approximately \$5,000. Public Works will be constructing the force main from the WWTF to the spray fields. The recommendation of the staff is for the award of the base bid amount to Seaboard Construction in the amount of \$609,120.21. Substantial completion tentatively scheduled for the end of August 2014. A motion was made by Steve Myers and seconded by Noah Covington to accept the bid from Seaboard Construction in the amount of \$609,120.21 and authorize the Chairman to execute the necessary documents. Motion carried unanimously.

**\*Timber Trail Road/SR 144 Signal** – The construction of this project is ongoing. Substantial completion date is scheduled for April 16, 2014. Additional roadway repair and overlay areas have been identified by the City, currently waiting on a cost estimate for the additional work.

**\*Belfast Commerce Centre Drive** – Contracts have been forwarded to East Coast Asphalt for execution. We should receive the contracts back tomorrow. The Department of Public Works earthwork is scheduled for completion by the end of March and project substantially complete by the end of May.

**\*2035 Bryan County Transportation Study** – Revisions to Chapter 4.2 – Bicycle and Pedestrian Improvements are necessary in order to allow for the inclusion of bicycle and pedestrian improvements into the I-95 Interchange Project on Belfast Keller Road. Staff recommends that the Board of Commissioners adopt the Transportation Study amendments to Chapter 4 Figure 4.5 on page 4-9, and Chapter 4 Table 4.2 on page 4-10, as follows:

Figure 4.5 – Revise road names and PED 26 location box for new locations on Belfast Keller Road and Belfast River Road; highlight Belfast Keller Road (blue) to indicate shared use path improvement; add location box PED 28: Belfast Keller Road with leader arrow pointing at the I-95 crossing.

Table 4.2 – Revise PED 26 project name to Belfast River Road; amend to include PED 28/Belfast Keller Road/Shared Use Path/Connector from US 17 to Belfast River Road/County and Richmond Hill.

A motion was made by Carter Infinger and seconded by Steve Myers to adopt the amendments to the 2035 Bryan County Transportation Study. Motion carried unanimously.

**\*Bryan County 2012 CIG Grant** – In order to complete the County's obligation in conjunction with the 2012 CIG Grant a proposal for a contract amendment has been submitted by Ecological Planning Group to finish the GIS analysis and final deliverables as required. Staff recommends approval for the contract amendment in the amount of \$3,400. A motion was made by Steve Myers and seconded by Jimmy Henderson to approve the contract amendment in the amount of \$3,400. Motion carried unanimously.

**\*Ordinance Revisions** – This is 2<sup>nd</sup> readings on each revision.

**Chapter 13, Section 901. Warranty:** No Final Plat shall be approved by the Planning Director unless prior to such approval, the Applicant delivers to the Planning Director a fully executed Warranty which shall be in effect for a minimum of ~~three (3) years~~ **one (1) year** from date of final acceptance by the County.

**Chapter 19, Section 1507. Request for Inspections.** Just prior (1-2) months to the end of the ~~three (3)~~ **one (1)** year warranty period as provided in Chapter 13 Article IX, the Developer or the Surety shall forward a written request by certified mail to the County Engineer to provide a final inspection of all bonded improvements for the project. Should all of the bonded improvements be found by the County Engineer, or his designated representative, to be in satisfactory condition, then this obligation shall become null and void upon the Surety's receipt of written release of the bond from Bryan County. Otherwise, this bond is to remain in full force and effect until the Principal and Surety place the improvements in satisfactory condition as confirmed by County inspection or until the amount of the bond or the cost of the necessary improvement is paid to the County.

**Chapter 19, Section 902. Curb-Cut Location and Design**

(1) Residential Curb Cuts:

(c) The distance between any two curb cuts on the same side of the ~~Roads~~ **Road** shall not be less than ten (10') foot on Local Roads and twenty-five (25') feet on Collector Roads. **Where the posted speed limit on any road is 50 mph or greater the minimum distance shall be three hundred fifty (350) feet, or the greatest distance obtainable from preexisting driveways. When necessary, shared driveways between lots will be required at the right-of-way line.** Said distance shall be measured between the points of tangency of the curb return radii.

(2) Commercial & Multi-family Curb Cuts:

(c) The distance between any two (2) curb cuts on the same side of a Road shall be not less than twenty-five (25) feet on Local Roads and twenty-five (25) feet on Collector Roads. **Where the posted speed limit on any road is 50 mph or greater the minimum distance shall be three hundred fifty (350) feet, or the greatest distance obtainable from preexisting driveways. When necessary, shared driveways between lots will be required at the right-of-way line.** Said distance shall be measured between the points of tangency of the curb return radii.

A motion was made by Steve Myers and seconded by Jimmy Henderson to approve the ordinance revisions. Motion carried unanimously.

Christy Williams, Zoning Administrator, met with the board to discuss planning & zoning issues.

1. **Case SD #2019-14 – BCLD, LLC** makes application for **Preliminary Plat and Construction Plan** Approval for **Wicklow Subdivision**. Wicklow Subdivision consists of a 26 acre tract located

between Blige Road and Griffin Road on the north side of Belfast River Road. The property is tax parcel number 061-066 and is currently zoned R-1. The proposed development is 49 lots with 1.62 acre for recreation and detention pond. A motion was made by Carter Infinger and seconded by Jimmy Henderson to approve the Preliminary Plat and Construction Plan for Wicklow Subdivision subject to correcting all items identified on the County Engineer letter before construction can begin. Motion carried unanimously.

2. **Case SD #2020-14 – LOT PROS, LLC** makes application for **Alternative Buffer Plan** Approval for **Woodland Trail Subdivision**. Woodland Trail Subdivision consists of 40.314 acres located on the southern side of Oak Level Road. The property is tax parcel number 063-001.02 and is currently zoned R-1. The proposed development is 35 lots with approximately 8 acres of open space. The applicant is requesting the required seventy (70) foot buffer be reduced to thirty (30) feet. The proposed thirty feet is consistent with adjacent developments along Oak Level Road as well as throughout South Bryan County. A motion was made by Jimmy Henderson and seconded by Carter Infinger to approve the Alternative Buffer Plan for Woodland Trail Subdivision. Motion carried unanimously.
3. **Sign Request** – The City of Richmond Hill Planning Department has requested permission for the Board of Education to place a sign on Harris Trail Road in the county right-of-way honoring the 1988, 1993 and 1994 Boys State Basketball Team. This sign was originally up, but had to be moved from the State right-of-way. A motion was made by Steve Myers and seconded by Carter Infinger to approve the placement of the sign on the county right-of-way on Harris Trail Road and the waiving of the \$30.00 fee. Motion carried unanimously.
4. **Planning & Zoning Board Member Training** – The City of Pembroke is offering a planning and zoning workshop for Planning and Zoning Members. The cost of the training workshop is \$95.00 per person. A motion was made by Noah Covington and seconded by Carter Infinger to approve the Planning & Zoning Board Members attending the training workshop being offered by the City of Pembroke. Motion carried unanimously.

**Ray Pittman, County Administrator** met with the board with several topics.

**\*Rathlin Road** – A resident of Buckhead, Mr. Steve Andrews, has requested the Commissioners consider lowering the speed limit on Rathlin Road from 35 mph to 25 mph. In addition, there are other residents within Buckhead which are opposed to the reduction in speed. Georgia State Code requires a speed study be done before imposing a change in speed. A speed study could cost up to \$5,000. The board will look into the various alternatives before making a decision.

**\*Georgia Forestry Commission Plowing/Harrowing Agreement for Bryan County LAS** – The Georgia Forestry Commission will install fire breaks around the three separate pods for the Bryan County Land Application System which will be burned. They will also assist with the three separate burns. This clean-up is required prior to Bryan County installing the LAS. The contract cost is \$2,088. A motion was made by Steve Myers and seconded by Wade Price to approve the Agreement between the

Georgia Forestry Commission and Bryan County for plowing/harrowing for the Bryan County LAS and authorize the Chairman to execute the contract. Motion carried unanimously.

**\*Bryan County Policy for Filing Family Medical Leave Act Paperwork** – A discussion was held on a policy for filing Family Medical Leave Act Paperwork. This topic was tabled at this time.

**\*Revision to Chapter 5 Personnel Policy** – This is a second reading to a revision to Chapter 5 of the Personnel Policy which will allow internal job postings prior to advertising on the open market. A motion was made by Steve Myers and seconded by Noah Covington to approve the revision to Chapter 5 as printed with the amendment that whoever is doing the hiring, the next superior above them will have to sign off on the hiring. Motion carried unanimously.

**John Harvey, County Attorney**, met with the board with an executive session issue.

A motion was made by Carter Infinger and seconded by Wade Price to go into **executive session** to discuss personnel matters. Motion carried unanimously. The board went into executive session at 7:15 p.m.

The board went back into regular session at 8:20 p.m.

A motion was made by Jimmy Henderson and seconded by Carter Infinger to adjourn. Motion carried unanimously. The meeting adjourned at 8:20 p.m.