

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

April 16, 2013

POST SUMMARY MINUTES

PRESENT: Chairman Jeffrey E. Turner, Commissioner Sonna Singleton, Commissioner Gail Hambrick, Commissioner Shana M. Rooks, and Clerk Shelby D. Haywood.

1. Chairman Turner called the meeting to order.
2. Invocation was led by Pastor/Apostle Arlene Williams of the Forest Park Ministries Association of Forest Park, Georgia. Pledge of allegiance to the flag was led by Chairman Turner.
3. Amended the agenda by deleting #3 Resolution 2013-102 (A Joint Resolution of the Board of Commissioners of Clayton County and the Clayton County Water Authority to provide for the issuance of (A) \$ _____ Clayton County and Clayton County Water Authority (Georgia) Water and Sewerage Revenue Refunding Bonds); deleting item #8 (**RFB PKG #04-01 Architectural/Engineering Services for Design of Five (5) Prototype Recreational Centers, Contract Amendment [\$4,874.00/\$5,040.00]. Funding is available through 2003 and 2009 SPLOST funds.** Per Section 2-136 (2) of the Clayton County Purchasing Ordinance, Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater); adding Resolution 2013-108 (A Resolution to approve a Special Facility Use request to allow Clayton County UGA Cooperative Extension Department to host a 4-H awards ceremony to honor fifth through twelfth grade students at the J. Charley Griswell Senior Center; to authorize the Chairman to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer or the Finance Director to amend the budget where necessary to reflect an appropriate revenue source and expense all as may be required; to provide an effective date of this resolution; and for other purposes); adding Resolution 2013-109 (Authorizing Clayton County to submit a Grant Adjustment on behalf of the Clayton County Adult Felony Drug Court to the Department of Justice's Bureau of Justice Assistance for the purpose of changing the designation of Grant Officials; to authorize the Chairman to execute any necessary documents and otherwise to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer or the Finance Director to amend the budget as needed to reflect an appropriate revenue source and expense; to provide an effective date of this resolution; and for other purposes); adding Resolution 2013-110 (An Ordinance to amend the Code of Clayton County, Georgia as amended, specifically, Code of Clayton County, Georgia, Part II, Chapter 2 "Administration," Article I, in general, by repealing Section 2-9 "Persons Authorized To Sign Checks" and substituting in lieu thereof a new Section 2-9 "Persons Authorized To Sign Checks"; to repeal conflicting laws, ordinances, and resolutions; to provide severability; to provide an effective date; and for other purposes); and deleting the Executive Session. The agenda was adopted, as amended, as all commissioners had copies before them. The motion carried 4-0.
4. Approved the April 9, 2013 Regular Business Meeting minutes. The motion carried 4-0.
5. PUBLIC COMMENT: Citizens will be given a three (3)-minute maximum time limit to speak

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before the Board of Commissioners about various topics, issues, and concerns. Following thirty minutes of hearing from the public, the Board of Commissioners will allow the remainder of citizens who have signed up for public comment to be heard at the next Tuesday business meeting.

1) Dr. Henry Anderson, a Clayton County resident, modified his views by stating that the enforcement of all commercial properties in Clayton County should be moved immediately to the Clayton County Police Department while the FY-2014 budget is being considered. Additionally, he requested that the Board provide Chief Gregory Porter the Code Enforcement officers for residential properties in Clayton County and approve at least four (4) extra Code Enforcement officer positions with additional training to enforce the numerous businesses and other commercial properties that are in non-compliance and violating the County's code and ordinances. In closing, he stated that when he revisits this issue again in August 2013 he hoped the Board would have approved the request for an increase in the number of police positions in the FY-2014 budget.

6. PROCLAMATION: "Clayton County Recognizes April 2013 as Young Child Month" (presented by Chairman Jeffrey E. Turner). [NOTE: Group photos were taken of the honorees and Board. Clerk Haywood read the proclamation for the benefit of the honorees, Board, and audience.]

7. Theodis Locke, Director of Central Services/Risk Management, presented two (2) items that resulted in the following Board actions.

(NOTE: The entire Purchasing Ordinance for Clayton County, Georgia can be viewed on the MuniCode website: <http://library.municode.com/index.aspx?clientId=10562>.)

1) Approved **RFB PKG #13-11; 3-20-13, Clayton County Solid Waste Services/Annual Contract**, as requested by the Clayton County Corrections Department. Per Section 2-136 (6) of the Clayton County Purchasing Ordinance, Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document. The motion carried 4-0.

This request for bid is to establish an annual contract for Solid Waste Pick-up services from containers located throughout the county, as requested by Warden Frank T. Smith. The Warden's recommendation is to award a contract to Waste Pro of Georgia, located in Doraville, Georgia, whose firm was the overall lowest responsive bidder with a monthly fee of \$7,257.40. The contract would be renewable for two (2) additional one (1)-year periods.

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VENDOR	RESPONSIVE	TOTAL MONTHLY COUNTY FACILITIES	TOTAL MONTHLY BIDDER FACILITIES	EXECEPTIONS	EXCEPTIONS
BFI WASTE SERVICES ATLANTA, GA	YES	\$ 10,205.00	\$ 7,605.00	NO	
CARDINAL WASTE SOLUTIONS FAIRBURN, GA	YES	\$ 14,195.15	\$ 12,030.03	NO	
GEORGIA WASTE SYSTEMS INC. LAKE CITY, GA	YES	\$ 8,129.27	\$ 7,835.85	<u>County Facility Price</u> Hour \$145.00/Haul Disposal - \$41.65/Ton Rent Fee – 250.00/month	<u>Bidder Facility Price</u> Haul Rate/\$125.00 Haul Rent Fee - \$250.00/Month
UNITY SOUTHERN ENVIRONMENTAL, INC. AUSTELL, GA	YES	\$ -----	\$ 8,730.58	NO	
WASTE PRO OF GEORGIA DORAVILLE, GA	YES	\$ 7,257.40	\$ 7,257.40	NO	

2) Approved **One Solution Software, Contract Amendment 1 for Additional Services and Fees (\$3,290.00/\$9,540.00)**. Funding is available through the Community Development general fund, as requested by the Community Development Department. Section 2-136 (7) of the Clayton County Purchasing Ordinance; Sole Source Purchases states that before making a determination of sole source procurement, Central Services must determine if other products or service providers can satisfy the procurement requirements. Sound procurement practice requires that sole source purchases be used when it is the only option and not as an attempt to contract with a favored service provider for a favored product. The purchasing agent requires all sole source providers to supply a letter stating that they are the sole source for a given product or service and why they are considered to be the sole source (technology,

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patents, etc.). All sole source purchases will be clearly defined when presented to the Clayton County Board of Commissioners. The motion carried 4-0.

Patrick Ejike, Director of Community Development, is requesting amendments to the current contract with SunGuard Public Sector, Inc., located in Lake Mary, Florida. The first amendment is to add a Mobile Inspection Module, in the amount of \$9,540.00, and the second amendment is to add a Transaction Manager Module in the amount of \$3,290.00. SunGuard Public Sector, Inc. was awarded this contract by the Board of Commissioners on August 14, 2012. It has agreed to accept the amendment. Funding is available through Community Development's general fund.

8. Ramona Thurman, Chief Financial Officer, presented one (1) Budget Amendment which resulted in the following Board action.

1) Approved Budget Amendment #2-55 – Community Development/FYE 6-30-13, in the amount of \$3,310.00, to appropriate funds for the purchase of four (4) iPad Minis for inspectors and two (2) full-sized iPads for the GIS mobile web viewer. The motion carried 4-0.

9. Renee Bright, Director of Human Resources, presented two (2) requests which resulted in the following board actions.

1) Approved a request to reclassify two (2) Lead Code Enforcement Inspector positions at Pay Grade 28 to two (2) Police Captain positions at Pay Grade 28. One position will remain in Organization 3701 to be supported by two (2) civilian code enforcement supervisors requested in the FY-2014 budget. The other Police Captain position will move from Organization 3701 to 3001. The motion carried 4-0.

The purpose of this request is to reorganize the Code Enforcement Unit to place a Police Captain in charge and to reassign the second Police Captain position to better serve the needs of the department.

The Lead Code Enforcement Inspectors are senior officers with years of experience in law enforcement. It is time to better utilize this resource to the betterment of the department.

2) Approved a request to move the Life insurance policies from Standard to Hartford for the policy period 7/1/13 – 6/30/16. The motion carried 4-0.

Human Resources will continue to offer basic life insurance as well as voluntary supplemental coverage for employees, retirees, and dependents at a reasonable cost.

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Due to the County's high experience, Standard provided a renewal with more than a 50% increase in cost. Hartford's proposal came in with an increase, although much lower than Standard's. The County's current coverage is \$25,000.00 for employees, \$50,000.00 for Department Heads, \$12,500.00 for retired employees and \$25,000.00 for retired Department Heads paid by the County's supplemental coverage in same amounts paid by employee; dependent coverage at \$3,000.00, \$5,000.00, \$6,000.00 or \$11,000.00 paid by employee. The proposed option is no change to benefit coverage, but to cap the County's contribution at the current amount with employees paying an additional premium. This change will apply to active employees and future retirees.

The impact to the County is an additional annual cost of \$10,700.00, while the impact to all employees on an annual basis is \$221,000.00

Impact to Employee's \$25,000.00 coverage:

- \$2.65/mth for additional premium
- \$11.90/mth for supplemental coverage (\$2.62/mth increase)
- \$1.80/mth for \$3,000.00 dependent coverage (\$1.08mth increase)
- \$3.10/mth for \$5,000.00 dependent coverage (\$1.66/mth increase)
- \$3.72/mth for \$6,000.00 dependent coverage (\$1.92/mth increase)
- \$6.83/mth for \$11,000.00 dependent coverage (\$3.63mth increase)

Impact to Department Head's \$50,000.00 coverage:

- \$5.30/mth for additional premium
- \$23.80/mth for supplemental coverage (\$5.30/mth increase)
- Costs per month are same as above for dependent coverage

10. Approved Resolution 2013-103, a Resolution authorizing Clayton County to enter into a contract with the Georgia Department of Human Resources on behalf of the Clayton County Extension Service and, in accordance therewith, authorize the grant period for the Promoting Safe and Stable Families, ABC's of Parenting program; to authorize the Chairman to execute the contract, and otherwise perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer or Finance Director to amend the budget where necessary to reflect an appropriate revenue source and expense, and to transfer any required match of local funds, all as may be required under the terms of the agreement; to provide an effective date of this resolution; and for other purposes.

The motion carried 4-0.

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11. Approved Resolution 2013-104, a Resolution authorizing Clayton County to enter into a Stipulation and Agreement in the matter of Tommie E. Parks v. Clayton County Board of Commissioners before the State Board of Workers' Compensation for the State of Georgia; to authorize the Chairman or his designee to execute the agreement and otherwise to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer or Finance Director to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required under the terms of the agreement; to provide an effective date of this resolution; and for other purposes. The motion carried 4-0.

12. Approved Resolution 2013-105, a Resolution authorizing Clayton County to enter into a Grantee-Subgrantee Agreement with the Georgia Emergency Management Agency in accordance with the Fiscal Year 2012 Homeland Security Grant program, to accept grant funds on behalf of the Clayton County Fire Department and to provide for the terms and conditions under which funds will be utilized; to authorize the Chairman to execute the Grantee-Subgrantee Agreement and otherwise perform all other acts necessary to accomplish the intent of the resolution; to authorize the Chief Financial Officer or Finance Director to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required; to provide an effective date of this resolution; and for other purposes. The motion carried 4-0.

13. Approved Resolution 2013-106, a Resolution authorizing Clayton County to enter into contracts with the State of Georgia, Department of Family and Children Services on behalf of Clayton County Extension Service, providing for the terms and conditions under which Parent Aide Services, Early Intervention Services, and Safecare Services, respectively, will be delivered and administered; to accept grant funds from the State of Georgia to fund the Parent Aide Services program; to authorize the Chairman to execute the contracts on behalf of the County and otherwise to perform all other acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer or the Finance Director to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required; to provide an effective date of this resolution; and for other purposes. The motion carried 4-0.

14. Approved Resolution 2013-107, a Resolution authorizing Clayton County to enter into a new lease agreement with the Georgia Department of Human Resources providing for the lease of office space located at 877 Battle Creek Road, Jonesboro, Georgia, for use by the Clayton County Department of Family and Children Services; to authorize the Chairman to execute the agreement and to otherwise perform all other acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer or the Finance Director to amend the budget where necessary to reflect an appropriate

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revenue source and expense, all as may be required under the terms of the agreement; to provide an effective date of this resolution; and for other purposes. The motion carried 4-0.

15. Approved Resolution 2013-108, a Resolution to approve a Special Facility Use request to allow Clayton County UGA Cooperative Extension Department to host a 4-H awards ceremony to honor fifth through twelfth grade students at the J. Charley Griswell Senior Center; to authorize the Chairman to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer or the Finance Director to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required; to provide an effective date of this resolution; and for other purposes. The motion carried 4-0.

Interim County Attorney Jack Hancock stated this resolution was added to the agenda, as read by the Clerk, as an emergency because the prior venue became unavailable and the event is scheduled to occur prior to the next Regular Business Meeting on May 7, 2013.

16. Approved Resolution 2013-109, a Resolution authorizing Clayton County to submit a Grant Adjustment on behalf of the Clayton County Adult Felony Drug Court to the Department of Justice's Bureau of Justice Assistance for the purpose of changing the designation of Grant Officials; to authorize the Chairman to execute any necessary documents and otherwise to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer or the Finance Director to amend the budget as needed to reflect an appropriate revenue source and expense; to provide an effective date of this resolution; and for other purposes. The motion carried 4-0.

Interim County Attorney Jack Hancock stated that this resolution was also added to the agenda to correct and update the signers of a certain grant and because certain signatures needed to be executed by authorized persons prior to the next Regular Business Meeting.

17. Approved Resolution 2013-110, an Ordinance to amend the Code of Clayton County, Georgia as amended, specifically, Code of Clayton County, Georgia, Part II, Chapter 2 "Administration," Article I, in general, by repealing Section 2-9 "Persons Authorized To Sign Checks" and substituting in lieu thereof a new Section 2-9 "Persons Authorized To Sign Checks"; to repeal conflicting laws, ordinances, and resolutions; to provide severability; to provide an effective date; and for other purposes. The motion carried 4-0.

Mr. Hancock stated that this resolution was also added to the agenda because of a typographical error in the prior adopted amendment Section 2-9. It was necessary to make this change as a result of the departure of the Finance Director.

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18. The Board made the followings appointments to reconstitute the Clayton County Ethics Advisory Committee:

Motion by Commissioner Singleton, second by Commissioner Rooks, to appoint Larry O'Keeffe to the reconstituted Clayton County Ethics Advisory Committee. The motion carried 4-0.

Motion by Commissioner Rooks, second by Chairman Turner, to appoint Cynthia Freeman to the reconstituted Clayton County Ethics Advisory Committee. The motion carried 4-0.

Motion by Chairman Turner, second by Commissioner Rooks, to appoint Patricia Hussey, Tom Brown and Jeffery Benoit to the reconstituted Clayton County Ethics Advisory Committee. The motion carried 4-0.

(NOTE: Vice-Chairman Edmondson and Commissioner Hambrick will make their appointments at the May 7, 2013 Regular Business Meeting.)

There being no further business to discuss, motion by Commissioner Rooks, second by Chairman Turner, to adjourn the Regular Business Meeting of April 16, 2013 at 7:32 p.m. The motion carried 4-0.