

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

1. Call to order.
2. Invocation and pledge of allegiance to the flag.
3. Adoption of agenda.
4. Approval of the December 3, 2013 Regular Business Meeting minutes.
5. PUBLIC COMMENT: Citizens will be given a three (3)-minute maximum time limit to speak 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 to be heard at the next Tuesday business meeting.
6. PROCLAMATION: “Clayton County Honors International Paper in Recognition of Existing Industry Month” (presented by Chairman Jeffrey E. Turner).
7. PROCLAMATION: “Clayton County Honors Ralcorp in Recognition of Existing Industry Month” (presented by Chairman Jeffrey E. Turner).
8. PROCLAMATION: “Clayton County Recognizes the Mundy’s Mill High School Football Team for an Outstanding Season” (presented by Commissioner Shana M. Rooks).
9. PRESENTATION: *SPLOST 2015 Overview* (presented by Arrelle Anderson, Chief Operating Officer and Ramona Thurman, Chief Financial Officer).
10. PRESENTATION: *2015 SPLOST Citizens Committee Recommendations* (presented by SPLOST Citizens Committee Chairman DeMont Davis).
11. Consider requests of Theodis Locke, Director of Central Services/Risk Management. (NOTE: The entire Purchasing Ordinance for Clayton County, Georgia can be viewed on the MuniCode website. Citizens can access this website via the following website address: <http://library.municode.com/index.aspx?clientId=10562>.)

1) **Purchase of IBM Hardware, State Contract, POR #00011385** (*Soft Choice, located in Norcross, Georgia; \$35,962.24. Funding is available through Information Technology’s budget*), as requested by the Information Technology Department. O.C.G.A. § 50-5-100 states,

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

“The Department of Administrative Services is authorized to permit local political subdivisions, on an optional basis, to purchase their supplies through the state.” This allows the purchasing agent to utilize statewide contracts when this practice serves the best interest of Clayton County. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

2) **Purchase of Microsoft Office 2013 Software Licensing, State Contract, POR #00011384** (*GSA – CDW-G, located in Chicago, IL; \$43,331.30. Funding is available in Information Technology’s budget*), as requested by the Information Technology Department. O.C.G.A. § 50-5-100 states, “The Department of Administrative Services is authorized to permit local political subdivisions, on an optional basis, to purchase their supplies through the state.” This allows the purchasing agent to utilize statewide contracts when this practice serves the best interest of Clayton County. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

3) **Purchase of Playground Equipment for Clayton County Parks and Recreation** (*Cooperative Purchase through Master Intergovernmental Cooperative Purchasing Agreement with Mecklenburg County, North Carolina and Game Time/Dominica Recreation Products located in Fort Payne, Alabama; \$79,415.24. Funding is available through the Parks and Recreation Department’s 2009 SPLOST funds*), as requested by the Parks & Recreation Department. Per Section 2-114 of the Clayton County Purchasing Ordinance; Cooperative purchasing methods, the County may join with other governmental units in cooperative purchasing plans when the best interest of the County would be served thereby. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

4) **Purchase of SofTile DuraSafe Flooring for Clayton County, Georgia** (*Cooperative Purchase through National Joint Powers Alliance (NJPA) with SofSurfaces, Inc., located in Petrolia, Ontario; \$60,017.75. Funding is available through the Parks & Recreation FY-2014 general funds budget*), as requested by the Parks & Recreation Department. Per Section 2-114 of the Clayton County Purchasing Ordinance; Cooperative purchasing methods, the County may join with other governmental units in cooperative purchasing plans when the best interest of the County would be served thereby. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

5) **Asbestos Inspection and Testing Services, Annual Contract, RFQ's First Annual Renewal, First Contract Amendment** (*GLE Associates, located in Atlanta, Georgia*), as requested by the Transportation & Development Department. Per Section 2-136 (4) of the Clayton County Purchasing Ordinance, the written quote method is used for all purchases from \$500.00 to \$24,999.99. Buyers are required to solicit quotations and receive written responses from vendors. All reasonable efforts will be made to obtain three written quotations for each item solicited. Awards for written quotations are given strictly on a lowest quote.

6) **Purchase and Installation of Matrix Asset Management Fitness Equipment, Sole Source Purchase, POR #00011401** (*Ready Fitness, located in Cumming, Georgia; \$22,252.00. Funding is available through the 2004 SPLOST funds*), as requested by the Parks and Recreation Department. Per Section 2-136 (7) of the Clayton County Purchasing Ordinance, Central Services must determine if other products or service providers can satisfy the procurement requirements before making a determination of sole source procurement. 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, patents, etc.). All sole source purchases will be clearly defined when presented to the Clayton County Board of Commissioners.

7) **RFP PKG #09-28 In-Home Services for Aging, Annual Contract, Final Annual Renewal, First Amendment** (*ResCare Home Care, located in Valdosta, Georgia*), as requested by the Senior Services Department. 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.

8) **RFP PKG #11-16 Project Engineering Services for Clayton County Department of Transportation and Development, Annual Contract, Request for Second Annual Renewal, Second Amendment** (*Moreland Altobelli Associates, Inc., located in Norcross, Georgia*), as requested by the Transportation and Development Department. Per Section 2-136 (2) of the Clayton County Purchasing Ordinance, Clayton County utilizes the competitive

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

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.

9) **RFB PKG #13-51 Widening and Overlay of Norman Drive from S.R. 314/W. Fayetteville Road to S.R. 139/Riverdale Road, Clayton County, Georgia** (*C.W. Matthews Contracting Company, Inc., located in Marietta, Georgia; \$2,988,491.37. Funding is available through the 2004 SPLOST funds*), as requested by the Transportation and Development Department. Per Section 2-136 (1) of the Clayton County Purchasing Ordinance, Clayton County utilizes the competitive sealed bid method when the costs of goods and services are in excess of \$25,000.00. The Clayton County Board of Commissioners has the final award approval for all non-budgeted bids \$35,000.00 and greater. All approved budgetary goods and services and annual contract purchases can be authorized by the Finance Director and purchased by the Director of Central Services without Board of Commissioners' approval.

10) **RFB PKG #13-53 Relocation of Clark Howell Highway and Realignment of Forest Parkway, Clayton County, Georgia** (*E.R. Snell Contractor, Inc., located in Snellville, Georgia; \$4,374,661.15. Funding is available through the 2004 SPLOST funds*), as requested by the Transportation and Development Department. Per Section 2-136 (1) of the Clayton County Purchasing Ordinance, Clayton County utilizes the competitive sealed bid method when the costs of goods and services are in excess of \$25,000.00. The Clayton County Board of Commissioners has the final award approval for all non-budgeted bids \$35,000.00 and greater. All approved budgetary goods and services and annual contract purchases can be authorized by the Finance Director and purchased by the Director of Central Services without Board of Commissioners' approval.

11) **RFP PKG #13-56 Turf and Lawn Management for Clayton County, Annual Contract** (*TruGreen located in Austell, Georgia. Funding is available through the Parks & Recreation and Corrections Departments' general funds*), as requested by the Parks and Recreation Department. 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

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

award for all non-budgeted proposals of \$35,000.00 and greater.

12) **RFB PKG #13-57 Evans Drive Improvements, Clayton County, Georgia** (*R.J. Haynie and Associates Inc., located in Forest Park, Georgia. \$301,952.63. Funding is available through the 2009 SPLOST funds*), as requested by the Transportation and Development Department. Per Section 2-136 (1) of the Clayton County Purchasing Ordinance, Clayton County utilizes the competitive sealed bid method when the costs of goods and services are in excess of \$25,000.00. The Clayton County Board of Commissioners has the final award approval for all non-budgeted bids \$35,000.00 and greater. All approved budgetary goods and services and annual contract purchases can be authorized by the Finance Director and purchased by the Director of Central Services without Board of Commissioners' approval.

13) **RFB PKG #13-62 Canines (K-9) for the Clayton County Police Department** (*Tarheel Canine Training, Inc., located in Sanford, North Carolina; \$31,000.00. Funding is available through the State Forfeiture funds*), as requested by the Police Department. Per Section 2-136 (1) of the Clayton County Purchasing Ordinance, Clayton County utilizes the competitive sealed bid method when the costs of goods and services are in excess of \$25,000.00. The Clayton County Board of Commissioners has the final award approval for all non-budgeted bids \$35,000.00 and greater. All approved budgetary goods and services and annual contract purchases can be authorized by the Finance Director and purchased by the Director of Central Services without Board of Commissioners' approval.

12. Consider requests of Ramona Thurman, Chief Financial Officer.

1) Budget Amendment #-2-112 – Workers' Compensation Fund/FYE 6-30-13 – to cover additional Workers' Compensation claims expenses required as a result of the Workers' Compensation Actuary report dated December 6, 2013, in the amount of \$400,000.00.

2) Budget Amendment #2-26 – Circuit Public Defenders/FYE 6-30-14 – to recognize a refund check from the Georgia Public Defender Standards Council to reinvest in the Clayton County Public Defender's Office to continue to hire the services of local lawyers, in the amount of \$122,468.00.

3) Budget Amendment #4-22 – Fund 307 – 2009 SPLOST Funds/FYE 6-30-14 – to amend the budget for the Parks and Recreation Department to install a playground structure at the Clayton County International Park, in the amount of \$85,415.00.

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

4) Budget Amendment #4-30 – Fund 306 – SPLOST Roads & Recreation/FYE 6-30-14 – to transfer budgeted funds remaining in the Aquatic Center building account to the Park and Field Improvements account to purchase park maintenance equipment and two (2) infield grooming machines to use at the parks, in the amount of \$40,000.00.

5) Budget Amendment #4-31 – Fund 307 – SPLOST Reimposition/FYE 6-30-14 – to amend the budget for Beach Pavilion renovations at the Clayton County International Park, in the amount of \$140,000.00.

6) Budget Amendment #4-32 – Fund 306 – SPLOST Roads & Recreation/FYE 6-3-14 – to amend the budget for the Clark Howell Road Realignment project, in the amount of \$4,400,000.00.

13. Consider requests of Renee Bright, Director of Human Resources.

1) Request to move the County's Self-Funded Medical Plan/Wellness Program from Humana to Aetna effective June 1, 2014 and to implement plan changes.

There will be no increase in premiums for the County or employees by moving to Aetna and implementing the recommended plan changes. Plan changes include: increase deductibles (in-network) for the Lifestyles Program from \$400.00 to \$500.00 for individual and from \$800.00 to \$1,000.00 for family. Additionally, the standard plan will increase the deductible to \$700.00 for individual and \$1,400.00 for family and increase deductibles (out-of-network) for the Lifestyles Program to \$800.00 each individual; apply medical co-pays and deductibles toward maximum out-of-pocket total, and change the waiting period from three (3) months to two (2) months to be in compliance with Healthcare Reform. The County would realize a project cost savings of approximately \$200,000.00.

2) Request to move the County's Dental Plans from Humana to Delta Dental effective June 1, 2014 and make plan improvements. The County and employees will realize a savings as a result of moving the coverage to Delta Dental due to Delta Dental's broader network of dentists.

The current annual costs for the Dental Plans are \$1,660,000.00. It is projected that the cost to move to Delta Dental will be \$1,390,000.00. Recommendations are to change the plan design from \$1,200.00 to \$1,500.00 limits and from \$1,700.00 to \$2,000.00 limits with no

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

change in premiums. If the recommendation to move the plan to Delta Dental and the plan improvements are approved, the County would realize a savings of approximately \$200,000.00. Another recommendation is to change the waiting period from three (3) months to two (2) months to keep the waiting period consistent with the medical plans.

3) Request to move the Self-Funded Medicare Advantage Plan from Humana to Aetna effective June 1, 2014. There will be a significant savings to the County and retirees if the Medicare Advantage Plan is moved to Aetna. The Aetna proposal offers a 19.5% decrease in cost which is \$125,000.00 for a seven (7) month period {June 1, 2014 – December 31, 2014}. Aetna has offered to provide all retirees \$750.00 under the plan toward their out-of-pocket expenses due to the mid-plan year change in providers. No plan changes are recommended. The County would save approximately \$100,000.00 with this change. The premium rates for the retirees will also decrease.

4) Request to renew the Kaiser Senior Advantage Plan with no changes to the plan or in premiums effective June 1, 2014. The County will continue to offer a Senior Advantage plan to its eligible retirees. Since there are no recommended changes to the plan and no increases in the premiums, there will be no additional impact to the County or retirees.

5) Request to renew the fully insured HMO Medical Plan with Kaiser Permanente effective June 1, 2014 with plan changes. The County will continue to offer employees, dependents, and pre-65 retirees an HMO medical option.

Kaiser Permanente offered a proposal that included a 7.6% increase; however, through negotiation and plan design, that increase has been lowered to 3.6%. That is an increase of approximately \$500,000.00/annually which will be shared by the County and employees through premium increase. Plan changes include: increasing the deductible to \$500.00 for individual and \$1,000.00 for family; increasing brand drug co-pay from \$25.00 to \$30.00; applying medical co-pays and deductibles toward maximum out-of-pocket total, and changing the waiting period from three (3) months to two (2) months, as required by Healthcare Reform. The County's portion of the increase would amount to approximately \$400,000.00 – \$500,000.00 on an annual basis.

6) Request from Fire & Emergency Services to create an Office of Professional Standards by adding a Deputy Chief of Professional Standards and deleting the Deputy Chief of Logistics. The Fire Service, as with all public safety agencies, is placing a growing emphasis

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

on agency accreditation. By creating this new position, the Fire Chief can ensure that the department is prepared to meet the challenges of the accreditation process.

CCFES has three critical areas that will be the primary focus of this position. The first is the accreditation of the County's EMS academy, which is currently underway. This is a requirement for Fire & Emergency Services to continue to teach Paramedic Classes and, when complete, it will make the Fire Department one of only two Fire Departments in the State to earn this accreditation. Number two is the accreditation of the Fire Department, for which it is in the early phases and, finally, ISO Evaluation which is critical to setting the insurance rates for homeowners and businesses. By adding this position and deleting a current Deputy Chief position, there will be no impact to the budget.

- 7) Request from the Sheriff's Office to reorganize the office by –

Deleting the following positions:

Sheriff's Chaplain	grade 24/ step 26
Sheriff's Range Master	grade 24/step 21
Sheriff's Correctional Officer	grade 19/step 1
Sheriff's Service Clerk	grade 12/step 1
Sheriff's Service Clerk	grade 12/step 9

Creating the following positions:

Sheriff's Personnel Administrator	grade 14/step 1
Sheriff's Finance Administrator	grade 16 /step 1
Sheriff's Correctional Sergeant	grade 23/step 1
Deputy Sheriff II	grade 20/step 1
Sheriff's Public Information Officer	grade 23/ step 1

and

Adjusting the Sheriff's Legal Advisor from grade 31/step 1 to grade 31/step 14.

These changes will result in a savings of approximately \$18,000.00 in salaries and benefits.

14. Ordinance 2013-316 – An Ordinance providing for the additional duties for the Chief Operating

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

- Officer; to provide an effective date of this ordinance; and for other purposes, as proposed by Vice-Chairman Michael Edmondson.
15. Ordinance 2013-317 – An Ordinance providing for the additional duties for the Chief Operating Officer; to provide an effective date of this ordinance; and for other purposes, as proposed by Commissioner Gail Hambrick.
 16. Ordinance 2013-318 (*1st Reading*) – An Ordinance under the Home Rule Powers granted to Clayton County pursuant to Article IX, Section II, Paragraph I of the Constitution of the State of Georgia of 1983, amending the Clayton County Code of Ordinances, specifically, relevant sections of the Clayton County, Georgia Public Employee Retirement System; to repeal conflicting laws, ordinances and resolutions; and to provide an effective date of this ordinance; etc.
 17. Resolution 2013-319 – A Resolution authorizing Clayton County to amend its agreement with Deltacom, Inc. d/b/a Earthlink Business, providing for the terms and conditions under which Voice and Internet Services are rendered to the County; to authorize the Chairman to execute the amended agreement and to otherwise perform all other acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required; etc.
 18. Resolution 2013-320 – A Resolution authorizing Clayton County to enter into an agreement with Unique Management Services, Inc., providing for the terms and conditions under which overdue library materials, fines and fees will be recovered; 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 to amend the budget as needed to reflect an appropriate revenue source and expense; to provide an effective date; etc.
 19. Resolution 2013-321 – A Resolution authorizing Clayton County to enter into an agreement with Reverend Ron Little providing for the terms and conditions under which Chaplain services will be provided; to authorize the Chairman to execute the agreement and otherwise to perform all other acts necessary to accomplish the intent of the resolution; to authorize the Chief Financial Officer to amend the budget as needed to reflect an appropriate revenue source and expense, all as may be required under the terms of the agreement; etc.
 20. Resolution 2013-322 – A Resolution authorizing Clayton County to enter into an agreement with Richard Dukes, M.D., providing for the terms and conditions under which he will serve as Medical Director and perform the duties and responsibilities required by the Georgia

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

- Department of Public Health, Office of Emergency Medical 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 to amend the budget where necessary to reflect an appropriate revenue source and expense; etc.
21. Resolution 2013-323 – A Resolution authorizing Clayton County to enter into a grant agreement with the United States Secret Service, Financial Crimes Task Force in the amount of \$350.00 with no matching County funds; to authorize the Chairman to execute the agreement, and otherwise perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense; to provide an effective date of this resolution; and for other purposes.
 22. Resolution 2013-324 – A Resolution authorizing Clayton County to enter into a Utility Relocation Agreement with Georgia Power for the relocation of utilities associated with the Evans Drive Sidewalk and Widening Project; to authorize the Chairman to execute the agreement on behalf of the County and otherwise to perform all other acts necessary to accomplish the intent of the resolution; to authorize the Chief Financial Officer 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.
 23. Resolution 2013-325 – A Resolution authorizing the trade or other disposition of a condemned vehicle (2007 Cadillac Escalade) from the Clayton County District Attorney’s Office; to authorize the Director of Central Services to effect the disposition of said vehicle as a surplus item; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense; to provide an effective date of this resolution; etc.
 24. Resolution 2013-326 – A Resolution authorizing Clayton County to allow the City of Morrow to install an Iron Gate and Bike Rack at the Southern Maintenance Entrance to Reynolds Nature Preserve in Clayton County; to authorize the Chairman to perform all other acts necessary to accomplish the intent of the resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense; etc.
 25. Resolution 2013-327 – A Resolution authorizing Clayton County to enter into a Project Agreement with the Department of Transportation, State of Georgia for the Valley Hill Road Bridge Replacement Project (No. 0012603) at the Flint River; to authorize the Chairman to execute the agreement on behalf of the County and otherwise to perform all other acts necessary to accomplish the intent of the resolution; to authorize the Chief Financial Officer to amend the

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 17, 2013

A G E N D A

budget where necessary to reflect an appropriate revenue source and expense; etc.

26. Affirm/Ratify two (2) Appointments to the Civil Service Board. County employees participated in a Civil Service Board election and voted for Larry Bartlett and Mark Trimble to serve on the Civil Service Board for a term of three (3) years. New terms expire on 12-31-16.
27. Appointment to fill the unexpired term of Judy Serritella (*Resigned*) on the Library Board. This term expires on June 30, 2015.

EXECUTIVE SESSION

28. Consider any action(s) necessary based on decision(s) made in the Executive Session.