

**CAMDEN COUNTY, GEORGIA
BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
OCTOBER 21, 2014, 6:00 PM**

A regular meeting of the Camden County Board of County Commissioners was held at 6:00 p.m. on Tuesday, October 21, 2014, in the Board of County Commissioners' Meeting Chambers of the Government Services Building, Woodbine, Georgia.

Chairman Starline called the meeting to order at 6:00 p.m.

Finance & Budget Director Mike Fender delivered the invocation.

Chairman Starline led the Pledge of Allegiance.

Present: Chairman James H. Starline; Vice-Chairman Chuck Clark; Commissioner Willis R. Keene, Jr.; Commissioner Tony Sheppard; Commissioner Gary Blount; County Administrator Steve Howard; County Attorney John S. Myers and County Clerk Kathryn A. Bishop.

Agenda Amendments:

No amendments were offered during this time.

Motion to Adopt the Agenda:

Commissioner Keene made a motion, seconded by Commissioner Blount to adopt the agenda as presented.

The motion carried unanimously.

Approval of Minutes

- October 7, 2014 regular meeting minutes

Commissioner Sheppard made a motion, seconded by Commissioner Keene to approve the October 7, 2014 regular meeting minutes.

The motion carried unanimously.

Presentation

- First Quarter Budget Presentation for Fiscal Year 2015 presented by Finance & Budget Director Mike Fender

Public Comments

Pastor Matthew Pettus, Jr.

Pastor Pettus stated that he recently had a tax concern resolved by the Board of Tax Assessors regarding his church located on Highway 17 in Kingsland. He explained that the exempt status was resolved for the current but not the 2013 tax bill. He asked the board for consideration in relief for the 2013 tax bill.

Chairman Starline asked Pastor Pettus to speak with County Administrator Steve Howard after the meeting regarding this issue.

Commissioner Blount made a motion, seconded by Vice-Chairman Clark to adjourn the regular meeting at 6:17 PM.

The motion carried unanimously.

Chairman Starline convened the Public Hearing at 6:17 PM.

Public Hearing

- To receive comments from the public regarding regular agenda items 1 - 3.

Item 1: Consideration of rezoning (RZ2014-4) request by Amber & William Hagin for a zoning map amendment from A-R (residential agriculture) to A-F (general agriculture-forestry) on 6.71 acres located on Tax Map 081 062APZ.

- The request is a zoning change from A-R to A-F for a 1.6 acre portion of a 6.67 acre tract.
- This property consisted of two parcels with two different zoning classifications that were combined.
- This request will provide consistency of one zoning district for the entire parcel.
- The Planning Commission recommend approval of the request.

Recommended Motion:

Approve the 1.6 acre rezoning from A-R to A-F in order to establish consistency of zoning within the 6.67 acre parcel.

Public Comments:

No public comments were offered in favor or opposed of this item.

Item 2: Consideration of request by William & Pamela Pierce for a Special Use allowance (SU2014-6) to place a manufactured home on a 0.53 acre R-2 zoned lot shown as Tax Map 083 003B on Clarks Bluff Rd., Kingsland.

- The request is for the placement of a manufactured home on an R-2 lot.
- The previous use on the property was a manufactured home.
- Staff has determined that the proposed use is “compatible with nearby uses” based on a survey of existing land uses.
- The Planning Commission recommended approval of the request.

Recommended Motion:

Approval of application SU2014-6 for a Special Use allowance to place a manufactured home on a 0.53 acre lot, zoned R-2.

Public Comments:

No public comments were offered in favor or opposed of this item.

Item 3: Consideration of request by Rufus L. Smith for a Hardship Variance (ZV-2014-6) for the continued use of the vacant lot to house and display inventory for Hickory Bluff Marine shown as Tax Map 125A Parcel 080.

- Request for the continued use of a vacant lot to house inventory for Hickory Bluff Marine.
- The request comes as a result of code enforcement action following complaints.
- The applicant and complainants have agreed to conditions for approval of hardship variance.
- The Planning Commission recommended approval with the conditions.

Recommended Motion:

Approval of application ZV-2014-6 for a hardship variance with conditions agreed to by the applicant and adjacent property owners.

Public Comments:

In favor:

Attorney William Ligon, representing Rufus L. Smith
Attorney Ligon stated

No further public comments

Commissioner Keene made a motion, seconded by Commissioner Blount to adjourn the Public Hearing at 6:26 PM.

The motion carried unanimously.

Chairman Starline reconvened the Board of County Commissioners regular meeting at 6:26 PM.

Regular Meeting

1. Consideration of rezoning (RZ2014-4) request by Amber & William Hagin for a zoning map amendment from A-R (residential agriculture) to A-F (general agriculture-forestry) on 6.71 acres located on Tax Map 081 062APZ.

Commissioner Keene made a motion, seconded by Vice-Chairman Clark to approve the request by Amber & William Hagin for a zoning map amendment from A-R (residential agriculture) to A-F (general agriculture-forestry) on the 1.6 acre rezoning in order to establish consistency of zoning within the 6.67 acre parcel located on Tax Map 081 062APZ.

The motion carried unanimously.

2. Consideration of request by William & Pamela Pierce for a Special Use allowance (SU2014-6) to place a manufactured home on a 0.53 acre R-2 zoned lot shown as Tax Map 083 003B on Clarks Bluff Rd., Kingsland.

Commissioner Keene made a motion, seconded by Commissioner Blount to approve the request by William & Pamela Pierce for a Special Use allowance (SU2014-6) to place a manufactured home on a 0.53 acre R-2 zoned lot shown as Tax Map 083 003B on Clarks Bluff Rd., Kingsland.

The motion carried unanimously.

3. Consideration of request by Rufus L. Smith for a Hardship Variance (ZV-2014-6) for the continued use of the vacant lot to house and display inventory for Hickory Bluff Marine shown as Tax Map 125A Parcel 080.

Commissioner Keene made a motion, seconded by Vice-Chairman Clark to approve the request by Rufus L. Smith for a Hardship Variance (ZV-2014-6) for the continued use of the vacant lot to house and display inventory for Hickory Bluff Marine shown as Tax Map 125A Parcel 080 with the conditions approved upon by the applicant and adjacent property owners.

The motion carried unanimously.

Hickory Bluff Marine / Lot 3 Renee Court

1 –All Hickory Bluff Marine's and its customer's boats and trailers, empty boat trailers, customers/ employees parking and cars /trucks stored on Lot 3 Renee Court Subdivision will be behind a six (6) foot board on board solid wood fence to be elevated one (1) foot off the ground. The fence is to be enclosed on all four sides with a gate facing the entrance Mallory Lane. The gate is to be open only during Hickory Bluff Marine business hours Monday thru Friday. The fence is to be kept in good conditions at all times with No signs hanging from it or painted on it. Buffer / Landscape is to be on three (3) exterior sides of the board on board fence facing the Mallory Lane entrance side except in front of the gate, on the Renee Court Road side and the side facing lot 2 43 Renee Court . The landscape is to match the landscape on the entrance to the Subdivision Mallory Lane. The landscape/easement is to be kept in good condition at all times, mowed, clean and maintained with no dead shrubs or trees at any time by Hickory Bluff Marine.

2 – This fence is to have a setback of no less than five (5) feet from the eastern line of Renee Court Easement and a five (5) feet setback at property line between Lots two (2) and three (3). Renee Court Road and property line between Lot two (2) and three (3) is shown on the attached Camden County Planning and Building Dept. Map.

Vehicles of any kind, including boats, and trailers and trash dumpers shall not be placed on the setbacks or easement.

The setback is for safety reasons so that there are no blind spots for property owners are cause any problems on Renee Court Road.

3 – Hickory Bluff Marine delivery trucks, employees or customers moving boats and trailers, empty boat trailers or anything to do with Hickory Bluff Marine will NOT to be on or travel Renee Court Road at any time seven days a week day or night except to maintain the fence, grass or landscape or for ~~customers~~ *non-business withers* having a boat inside the barn to have access to their boat.

4 – Hickory Bluff Marine employees, customers or delivery trucks/ cars are not at any time to be parked on or have their vehicles half on or block the entrance to the subdivision Mallory Lane. At no time will the Mallory Lane easement to be used for parking, including parking to pick-up or drop off boats.

Entrance to the subdivision is Mallory Lane shown on the attached Camden County Planning & Building Dept. map

5 – The automatic entrance gate to the subdivision will be moved back connecting to the southeast corner of the seven foot board on board solid wood fence crossing Mallory Lane and connecting to the Hickory Bluff Marine chain link fence. The automatic gate is to be put back exactly as it is now with concrete footer, solid 16-1/2" X 16-1/2" concrete gate post, stucco on the gate post, black aluminum gate with automatic opener, concrete fish that is on top of the gate post, entrance keyboard (keyboard is to be on the left side of Mallory Lane) and automatic eye for exiting the subdsivion, 12 volt battery

and electricity for the battery charger. All cost of moving the entrance gate is the responsibly of Hickory Bluff Marine.

6– The fence, land scape and the moving of the entrance gate is to be completed no more than forty five (45) days after the approval of the variance by Camden County.

Note: The electric, water, cable and water is on the Renee Court Road. There are no utilities next to or around the existing wood fence as showed on the Camden County Planning & Building Dept. Map.

4. Approval to authorize the amended Federal Sharing Agreement and Certification.

Commissioner Blount made a motion, seconded by Commissioner Keene to approve to authorize the Chairman to execute the amended Federal Sharing Agreement and Certification.

The motion carried unanimously.

5. Approval of recommendation to award contract for constructing the Minimum Security Detention Center.

Commissioner Sheppard made a motion, seconded by Commissioner Blount to approve to award the contract for constructing the Minimum Security Detention Center to Bent Pine Construction in the amount of two million dollars (\$2,000,000.00).

So voted:

Chairman Starline – Yes

Vice-Chairman Clark – Yes

Commissioner Keene – No

Commissioner Sheppard – Yes

Commissioner Blount – Yes

The motion carried 4-1, Commissioner Keene was opposed to the motion.

6. Approval of Surplus Item List.

Commissioner Blount made a motion, seconded by Commissioner Keene to approve the Surplus Item List as presented by staff.

The motion carried unanimously.

Item	Dept.	Asset #	Description	Serial #	Status	Mileage
1	1535	N/A	12 - Cisco Fiber Optic SFP Modules	N/A	No longer useful	N/A
2	1550	N/A	2 - Drafting Tables w/lights	N/A	No longer useful	N/A
3	1550	N/A	HP Deskjet 1220C Printer	SG3261305X	Does not work	N/A
4	1558	N/A	Portable Blood Pressure Monitor	750 ENG-04		N/A
5	1558	N/A	Digital Blood Pressure Monitor	120426171		
6	1558	N/A	Battery Backup System	BC-750LAN		
7	1558	N/A	Dynacell Centrifuge			
8	1558	N/A	Pediatric Scale D-590			
9	1558	N/A	Auto Dialer	8081668A		
10	1558	N/A	Typewriter			
11	1558	N/A	Audiometer	29328		
12	1558	N/A	Schiller	2.157014		

Item	Dept.	Asset #	Description	Serial #	Status	Mileage
13	1558	N/A	Breathalyzer tubes	92138		
14	1558	N/A	Defibrillator	3625A01568	Not in use	
15	1558	N/A	Defibrillator	US00100567	Not in use	
16	1558	N/A	Blood Pressure Cuff	202AF4	Broken	
17	1558	N/A	Blood Pressure Cuff		Broken	
18	1558	N/A	Defibrillation ECG Electrodes	Lot #612510	Not in use	
19	1558	N/A	3 - Sharps Containers	N/A	Not in use	
20	2500	N/A	APC Backup XS1500	JB033602250	Not in use	
21	2500	N/A	HP Keyboard		Not in use	
22	2500	N/A	Gateway Monitor	M15419510413	Not in use	
23	2500	N/A	Dell Monitor	MX02Y31147605435DCJ8	Not in use	
24	2500	N/A	HP NetServer LH3		Not in use	
25	2500	N/A	Canon DR50605 Scanner		Not in use	
26	2500	N/A	HP Laserjet 4200N	CNBX421109	Not in use	
27	3600	1630	Biphasic AED	12720555	Exceeded Useful Life	
28	3600	1631	Biphasic AED	12720557	Exceeded Useful Life	
29	3600	N/A	37 Sections - 4in hose	N/A	Switched to 5in hoses	

7. Prioritize Road Resurfacing List or 2015 Georgia Department of Transportation "Local Maintenance and Improvement Grant".

Vice-Chairman Clark made a motion, seconded by Commissioner Blount to approve the Road Resurfacing List for 2015 Georgia Department of Transportation "Local Maintenance and Improvement Grant".

Vice-Chairman Clark withdrew the previous motion, Commissioner Blount withdrew the second to the motion.

Commissioner Blount made a motion, seconded by Commissioner Sheppard to approve the Road Resurfacing List for 2015 Georgia Department of Transportation "Local Maintenance and Improvement Grant" with the addition of number 7 & 8 to the Road Resurfacing List.

So voted:

Chairman Starline – Yes

Vice-Chairman Clark – Yes

Commissioner Keene – No

Commissioner Sheppard – Yes

Commissioner Blount – Yes

The motion carried 4-1, Commissioner Keene was opposed to the motion.

- ✓ 1. **CR. 86 – Kinlaw Road; Total of 2.3 miles (Complete)**
- District #1 Commissioner Keene
 - Property Parcels = 91
 - Homes along project = 44
 - Resurfacing will be between Harriett’s Bluff Road and US 17
 - Cost = \$299,000
2. **CR. 181, 254, 252, 257, 253, 255, & 256 – Cypress Lakes Subdivision; Total 2 miles (Partially Complete)**
- District #3 Commissioner Starline
 - Property Parcels = 61
 - Homes along project = 60
 - Resurfacing will be all of Cypress Lakes Subdivision in its entirety.
 - Cost = \$260,000
3. **CR. 137 – Colesburg-Tomkins Road; Total of 2 miles**
- District #1 Commissioner Keene
 - Property Parcels = 31
 - Home along project = 15
 - Resurfacing will be from US 17 to Old Jefferson Rd
 - Cost = \$260,000
4. **CR. 44 – Old Jefferson Road; Total of 2.74 miles**
- District #1 Commissioner Keene
 - Property Parcels = 61
 - Homes along project = 55
 - Resurfacing will be from SR 110 to Satilla River
 - Cost = \$356,200
5. **CR. 97 – Gap Swamp Road; Total of 1.29 miles**
- District #1 Commissioner Keene
 - Property Parcels = 9
 - Homes along project = 1
 - Resurfacing will be from Spur 25 to Billyville Road
 - Cost = \$167,700
6. **CR. 94 – Billyville Road; Total of 2.76 miles**
- District #1 & #2 Commissioners Keene & Clark
 - Property Parcels = 92
 - Homes along project = 68
 - Resurfacing will be from US 17 to terminus.
 - Cost = \$358,800

7. CR. 340 – Broadwood Drive; Total of 0.56 miles

- District #1 Commissioner Keene
- Property Parcels = 23
- Homes along project = 3, Woodbine Elementary School
- Resurfacing will be from Brewster Ave. to Pine Forest Drive.
- Cost = \$72,800

8. CR. 340 – Pine Forest Drive; Total of 0.59 miles

- District #1 Commissioner Keene
- Property Parcels = 6
- Homes along project = 0, Serves Woodbine Elementary School
- Resurfacing will be from Ga Spur 25 to Broadwood Drive.
- Cost = \$76,700

8. Reappointment of Stan Fowler to the Camden County Joint Development Authority

Vice-Chairman Clark made a motion, seconded by Commissioner Blount to reappoint Stan Fowler to the Camden County Joint Development Authority to serve a four (4) year. Mr. Fowler's new term begins January 1, 2015 and expires December 31, 2018.

The motion carried unanimously.

9. Reappointment of Mike Wilson to the Camden County Board of Assessors

Commissioner Blount made a motion, seconded by Commissioner Sheppard to reappoint Mike Wilson to the Camden County Board of Tax Assessors. Mr. Wilson's new term begins January 1, 2015 and expires December 31, 2018.

The motion carried unanimously.

10. Intergovernmental Services Agreement for Fleet Management Services with the City of Kingsland.

Commissioner Keene made a motion, seconded by Commissioner Blount to approve the Intergovernmental Services Agreement for Fleet Management Services with the City of Kingsland.

The motion carried unanimously.

This Intergovernmental Services Agreement for Fleet Management Services is entered into this ____ day of _____, 2014, by and between the CITY OF KINGSLAND, hereinafter called "Kingsland" and the CAMDEN COUNTY BOARD OF COMMISSIONERS, hereinafter called "County".

WITNESSTH

WHEREAS, Kingsland operates and maintains a Fleet Services Department for the purpose of maintenance and repair of city vehicles and equipment, including, but not limited to, preventive maintenance, mechanical repairs, welding and fabrication, guidance on vehicle and equipment replacement, and the operation of a fuel depot, and

WHEREAS, the County is currently operating its own Fleet Services Department, providing similar services and operating in a comparable manner, and

WHEREAS, the County is currently without the services of an Fleet Management Director, and

WHEREAS, the County desires to contract with Kingsland to provide fleet management assistance through its Fleet Services Manager to aid with County's related fleet services department, and

WHEREAS, Kingsland, as a government, is authorized by §O.C.G.A. 36-34-2 (5) to enter into intergovernmental services agreements; and

WHEREAS, the Camden County Board of Commissioners is authorized to make and execute contracts with municipalities in the same county where the city of Kingsland is located;

NOW THEREFORE, in consideration of the mutual conditions, covenants, and performances called for herein, the parties hereto agree:

- A. Kingsland will provide to the County, and the County will receive from Kingsland, fleet services management assistance to include, but not necessarily be limited to, the following, as directed by the County Administrator:
1. Carry out supervisory responsibility in accordance with policies, procedures, and applicable laws.
 2. Participate in interviews, recommends, and trains staff; appraise performance; reward and discipline employees; and address complaints and resolve problems.
 3. Develop and implement preventive maintenance programs for vehicles and equipment.
 4. Review repair and maintenance requests and assigns work to staff. Assure repairs are properly performed and equipment is operable.
 5. Coordinate vehicle, parts, and supply purchases.
 6. Research prices, contact vendors to determine availability, place orders, and maintain inventory and related records.
 7. Maintain daily logs and files on equipment and services rendered.
 8. Perform related duties as assigned.
- B. The County agrees to pay to Kingsland, as compensation for providing the fleet management services described in Section A above, and Kingsland agrees to accept the payment as total compensation for providing to the County the services described in Section A. Billing for services described in Section A above shall be on an hour by hour basis in accordance with the staff hourly rates as

shown on Exhibit A, which is attached and incorporated by reference in this agreement. Kingsland will provide the County with a monthly statement for services rendered, to include any accrued mileage. The County will submit payment to Kingsland in a timely manner. It is understood that compensation and IRS Travel Reimbursement Rates as called for in this paragraph may change on annual basis, to be agreed upon by both parties.

- C. It is further understood that there will be times when the City of Kingsland Fleet Services Manager will be unable to provide the said assistance services due to vacation and sick days, current or pressing projects of the City of Kingsland, or an unforeseen circumstance. If such an event occurs, Kingsland will make every effort to provide appropriate staffing assistance.*
- D. This agreement may be terminated by either party upon the following terms and conditions:
 - 1. Notice must be provided in writing, and*
 - 2. Notice must include a termination date of no less than thirty- (30) days from the date of notification.**
- E. The initial term of this Agreement shall expire on December 31, 2014 and is automatically renewable annually until either party provides written notice of termination no less than thirty- (30) days from the date of notification.*
- F. Time is of the essence in the performance of the obligations imposed in this agreement. This instrument contains the entire agreement between the parties and no modifications, release, discharge or waiver of any provisions hereof shall be of any force, effect, or value unless in writing and duly approved and executed by the parties hereto.*

11. Facilities and Mosquito Control Management Assistance – Public Service Authority (PSA)

Commissioner Keene made a motion, seconded by Vice-Chairman Clark to approve the Memorandum of Understanding between the Camden County Board of Commissioners and the Camden County Public Service Authority to provide Camden County Facilities Maintenance & Mosquito Control Management Assistance.

The motion carried unanimously.

Memorandum of Understanding between the Camden County Board of Commissioners and the Camden County Public Service Authority to provide Camden County Facilities Maintenance & Mosquito Control Management Assistance

- I. Day to Day Operations:***
 - a) Public Service Authority (PSA) shall be responsible for/in control of the day to day operations of the Mosquito Control and Facilities Management Department. PSA requests the right to restructure the department if necessary and cost efficient, with the approval of both the PSA Board and the Camden County Board of Commissioners (BOCC).*

- b) *Mosquito Control shall operate out of the existing facility in Kingsland.*
- c) *The Camden County and PSA shall co-share the current county facility management building located in Woodbine.*
- d) *PSA shall work closely with Camden County to put together Facility Management and Mosquito spraying schedules and routes.*

II. Budget:

- a) *Camden County shall provide the funding to operate the department(s).*
- b) *The PSA shall submit an annual budget to be approved by the BOCC.*

III. Employees:

- a) *Current Facility Management and Mosquito Control Employees shall become PSA employees and shall operate under PSA policies and procedures.*
- b) *The following topics shall be covered regarding staff that are transferring:*
 1. **Retirement**—*PSA retirement is same as Camden County's.*
 2. **Accrual of Annual Leave/Sick Leave**—*PSA leave accrual is same as Camden County.*
 3. **Insurance**—*Current Camden County employees transferring to PSA shall be grandfathered in under current BOCC plan. All future hired employees shall fall under the PSA plan. PSA is not self-insured. Future Employees would enroll through the current insurance program established by the PSA.*

IV. Equipment:

- a) *All equipment shall be Camden County owned.*

V. Work Orders:

- a) *Camden County shall receive work orders and forward to PSA to complete.*

VI. Preventative Maintenance Plan:

- a) *PSA shall create a preventative maintenance plan*

VII. PSA staff designee shall attend any required departmental meetings.

VIII. PSA shall follow BOCC purchasing policies and obtain approval prior to any spending.

IX. Modification:

- a) *Modification of this Agreement may be made by mutual consent of both parties, in writing, and attached to this Agreement and shall include the date and the signatures of parties agreeing to the modification.*

X. Term

- a) *The initial term of this Memorandum of Understanding shall expire on December 31, 2014 and is automatically renewable annually until either party provides written notice of termination.*

Reports

Calendar – October & November 2014

County Clerk Kathryn Bishop read the calendars for October & November 2014.

County Administrator's Report:

County Administrator Steve Howard announced the Citizens Summit will be held on Wednesday, November 12th at the Citizen's State Bank Community Room.

He announced that the Citizens' Academy will be launched again in January 2015. He explained that this an interactive program designed to familiarize the general public with the roles, services and operations that comprise Camden County Government. He urged the public to sign up to attend this program.

Additional Public Comments:

No public comments were offered during this time.

Adjournment:

Vice-Chairman Clark made a motion, seconded by Commissioner Sheppard to adjourn the October 21, 2014 meeting. The vote was unanimous to adjourn the meeting at 6:48PM.