

**Board of Commissioners Agenda Meeting
Courthouse Commission Chambers
April 27, 2021 – 6:00 p.m.
Minutes**

Members Present:

Chairman John Daniell
Commissioner Mark Thomas
Commissioner Chuck Horton
Commissioner Amrey Harden
Commissioner Mark Saxon

Elected Officials Present:

Tax Commissioner Jennifer Riddle
Superior Court Judge Eric Norris

Staff Present:

Daniel Haygood, County Attorney
Justin Kirouac, County Administrator
Kathy Hayes, County Clerk
Wes Geddings, Finance Director
Diane Baggett, Communications Manager
Alex Newell, Internal Services Director
Wes Geddings, Finance Director
Tim Durham, Water Resources Director
Adam Layfield, Water Resources Engineer
Lisa Davol, Parks & Recreation Director
C. J. Worden, EMA Director

Call to Order: 6:00 p.m.

Chairman John Daniell called the meeting to order and stated that participants using Zoom may comment by using the raised-hand feature.

Pledge of Allegiance:

Commissioner Amrey Harden led the Pledge after a moment of silence.

Approval of Agenda:

ACTION:

Motion:	Mark Saxon motioned to approve the April 27, 2021 Agenda as amended to include an amendment to the Bridge Repair Contract for Old Highway 15.
Second:	Chuck Horton
Voted in Favor of Motion:	Mark Thomas, Chuck Horton, Amrey Harden, Mark Saxon
Voted Against Motion:	None.
Final Action:	Motion Passed.

Statements and Remarks from Citizens:

None.

Statements and Remarks from Commissioners:

Chairman Daniell reminded citizens that, beginning May 3rd, road work will begin on Epps Bridge Parkway and shoulder widening will begin on Hog Mountain Road.

Tax Commissioner Jennifer Riddle:

Tax Commissioner Riddle requested to be deferred.

Superior Court Judge Eric Norris:

Superior County Judge Norris requested to be deferred.

FY22 Parks & Recreation Concessionaire Services Contracts - Oconee Futbol Club and Oconee County Little League:

Presented by:	Lisa Davol, Parks & Recreation Director
Discussion:	The Oconee Futbol Club (OFC) and Oconee County Little League (OCLL) have asked to renew agreements to continue concessionaire services. OFC currently manages soccer concessions at Oconee Veterans Park and OCLL manages baseball/softball and multi-use fields at Oconee Veterans Park, the Bogart Sports Complex and, on a limited basis, Herman C. Michael Park. The agreements will renew through the fiscal year 2022. On consensus, this item will be placed on the Consent Agent at the May 4, 2021 Regular Meeting.

*The Public Comment Period was opened and there was no Public Comment.
Chairman Daniell asked if there were “raised hands” via Zoom and there were none.*

OnSolve CodeRed Contract Renewal:

Presented by:	C. J. Worden, EMA Director
Discussion:	CodeRed is the mass communication service provided to Oconee County OnSolve, LLC. The contract renewal will be for a five-year period beginning July 1, 2021 and ending June 30, 2024 at a cost of \$9,000.00 per year or total of \$45,000.00. On consensus, this item will be placed on the Consent Agent at the May 4, 2021 Regular Meeting.

*The Public Comment Period was opened and there was no Public Comment.
Chairman Daniell asked if there were “raised hands” via Zoom and there were none.*

FY21 Third Quarter Financial Update:

Presented by: Wes Geddings, Finance Director
Discussion: Finance Director Wes Geddings presented the FY2021 Third Quarter Financial Update. Mr. Geddings stated that the County is financially sound and reviewed the financial status of the County’s General Fund, LOST, SPLOST and the Water Resources Enterprise Fund. General Fund Revenue is 93% collected; General Fund Expenditures are 57% expended; Water Resources Revenue is 90% collected; and Water Resources Expenditures are 82% expended. Capital projects for FY21 were also reviewed. SPLOST 2004 is 99% complete; SPLOST 2009 is 99% complete (historic renovations); and, SPLOST 2015 is 61% complete.

FY22 Draft Budget Presentation:

Presented by: Wes Geddings, Finance Director
Discussion: The FY22 Budget requests total \$33,140,083.00 and the recommended FY22 Budget is \$32,596,228.00. Revenue projections will be completed in May. The First Public Hearing for the FY22 Budget will be prior to the Board’s Agenda Setting Meeting on April 25 at 5:30 p.m. in the Commission Chambers of the Courthouse. The Second Public Hearing and adoption will be held at the Board’s Regular Meeting on June 1, 2021 at 6:00 p.m. in the Commission Chambers of the Courthouse.

Bridge Repair Contract:

Presented by: Justin Kirouac, County Administrator
Discussion: A contract was awarded to perform bridge repairs in the County. The contractor is currently making repairs to the Old Highway 15 Bridge. Repairs are needed that were not included on the task order in the amount of \$10,500.00. Since the contractors are on site, Mr. Kirouac requested that the Board consider the contract amendment.

ACTION:

Motion: Chuck Horton motioned that the Board approve the contract amendment for repairs in the amount of \$10,500.00 with the associated budget transfer.

Second: Mark Saxon
Voted in Favor of Motion: Mark Thomas, Chuck Horton, Amrey Harden, Mark Saxon
Voted Against Motion: None.
Final Action: **Motion Passed.**

2021-2024 Strategic Plan:

Justin Kirouac presented the Strategic Plan for the years 2021-2024.

Strategic Goal 1: Smart Government - Provide services with efficiency, effectiveness, citizen engagement, and transparency

- Objective 1: Leverage Technology to Improve Operational Efficiency
 - Paperless Government
 - Continue document digitization project
 - Continue to explore and promote online government interaction
 - Continue life-cycle management and phased replacement on computers and related items
 - Explore additional GIS capabilities
- Objective 2: Examine Business Practices/Identify Best Practices to improve customer service and service delivery
 - Refine departmental Key Performance Indicators (KPI) to drive performance management and inform decisions
 - Leverage internal and external review for department operational efficiency
 - Complete fiscal policy review and revisions
 - Explore more efficient procurement methods
- Objective 3: Improve and Expand Citizen Engagement Experience
 - Create common vision and brand for BOC/County
 - Increase citizen engagement, opportunities, and outreach through technology and processes
 - Continue to improve outward/citizen communication through website, social media, and other online platforms
 - Utilize citizen task forces for exploration and recommendations on specific issues
 - Enhance regular financial reporting process
- Objective 4: Leverage Training Opportunities to further staff development
 - Develop supervisor training program
 - Explore staff leadership modules
 - Explore staff development training
 - Develop regular staff communications processes

Strategic Goal 2: Smart Growth - Growth that fits Oconee County

- Objective 1: Adopt and implement priorities of the Comprehensive Plan
 - UDC Revisions/Other Codes
 - Examine potential revisions to design standards
 - Explore potential Property Maintenance code options
 - Prepare for five-year Comprehensive Plan update
 - Determine best model for efficient and effective inspections
- Objective 2: Determine and create appropriate economic development strategy
 - Adopt Strategic Economic Development Plan
- Objective 3: Identify additional tourism, community event, and historical preservation opportunities
 - Develop maintenance and operations partnership with Tourism and Visitors Bureau for historic structures

Strategic Goal 3: Smart Infrastructure - Develop far-sighted infrastructure improvements that meet the County’s needs now, and going forward

- Objective 1: Improve and expand access to high-tech infrastructure
 - Execute broadband project

- Objective 2: Develop and implement long range capital asset maintenance strategy
 - Fund and maintain facilities in accordance with reserve study
- Objective 3: Develop long term facility strategy
 - Design and construct Administration Building
 - Develop plan for surplus/repurposing of vacated buildings
 - Civic Center – possibility of new civic center (long-term)
 - Senior Center Expansion
 - Continue landfill/collection site improvements
 - Explore composting options for landfill and Calls Creek facility
- Objective 4: Develop and maintain an effective transportation network
 - Transportation plan update/prioritization of projects/execution
 - Commission objective road-rating study and paving prioritization plan
 - Explore TSPLOST possibilities
 - Explore potential partnership with UGA engineering
- Objective 5: Develop and maintain appropriate Water & Sewer Network
 - Upgrade Calls Creek WWRF to 3.0 MGD
 - Water conservation of drinking water supply (reuse for preservation)
 - Execute repair and replacement schedule
- Objective 6: Develop prioritization of SPLOST 21 projects

Strategic Goal 4: Quality of Life - Cultivate Oconee County’s Excellent Quality of Life

- Objective 1: Develop and Maintain high-quality park system to serve community
 - Determine OVP park entrance solutions
 - Update Parks and Recreation Master Plan to include identification of community needs
 - Develop plan for LAS future park site
 - Determine possibility of enhanced common area turf
 - Expand tennis courts per master plan
- Objective 2: Support and Ensure effective community-oriented public safety
 - SPLOST 21 Implementation
 - Enhanced facility/staff emergency planning process
 - Fire Department - Promote/encourage Oconee volunteer fire culture
- Objective 3: Seek to expand pedestrian and trail opportunities throughout the community
 - Pursue pedestrian connectivity plan and opportunities, including “rails to trails”

The Board will consider the 2021-2024 Strategic Plan at its Regular Meeting on May 4, 2021.

Water and Wastewater Standards and Specifications Revisions:

Presented by: Adam Layfield, Water Resources Engineer
Discussion: A summary of changes was presented to the Board, and comments will be solicited for further discussion. The new Specifications Book will ensure high quality water and wastewater infrastructure installation in Oconee that meets current industry standards. The last adoption of the Water and Wastewater Standards and Specification was in 2011.

County Administrator Justin Kirouac stated that the document will be placed on the County’s website with a target date for consideration by the Board in January 2022.

Executive Session:

Motion: Mark Saxon motioned to adjourn into Executive Session to discuss personnel matters, land acquisition and potential litigation and sales tax reporting.
Second: Chuck Horton
Voted in Favor of Motion: Mark Thomas, Chuck Horton, Amrey Harden, Mark Saxon
Voted Against Motion: None.
Action/Motion: **Motion Passed.**
Adjourn into Executive Session: 6:34 p.m.

No action was taken in Executive Session.

Executive Session Adjourned: 7:06 p.m.

Regular Session:

Motion: Mark Saxon motioned to adjourn back into Regular Session.
Second: Chuck Horton
Voted in Favor of Motion: Mark Thomas, Chuck Horton, Amrey Harden, Mark Saxon
Voted Against Motion: None.
Action/Motion: **Motion Passed.**
Adjourned into Regular Session: 7:08 p.m.

Meeting Adjourned:

Motion: Mark Saxon motioned to adjourn the meeting.
Second: Amrey Harden
Voted in Favor of Motion: Mark Thomas, Chuck Horton, Amrey Harden, Mark Saxon
Voted Against Motion: None.
Action/Motion: **Motion Passed.**
Meeting Adjourned: 7:08 p.m.

Chairman John Daniell

Kathy Hayes, County Clerk

Date