

**Board of Commissioners Agenda Meeting
Courthouse Commission Chambers
April 25, 2023 – 6:00 p.m.
Minutes**

Members Present:

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

Staff Present:

Daniel Haygood, County Attorney
Justin Kirouac, County Administrator
Alex Newell, Internal Services Director
Justin Milligan, IT Manager
Holly Stephenson, County Clerk
Diane Baggett, Communications Manager
Guy Herring, Planning and Code Enforcement Director
Melissa Braswell, Finance Director
Lisa Davol, Parks and Recreation Director
Jody Woodall, Public Works Director
Adam Layfield, Water Resources Director

Call to Order:

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:

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

Approval of Agenda:

ACTION:

Motion:	Chuck Horton made a motion to approve the April 25, 2023 Agenda.
Second:	Mark Saxon
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 announced that there are current appointments open for the following citizen advisory boards: three appointments for the Animal Services Advisory Board, five appointments for KOCBC, one appointment for the Family and Children's Services Board, and 4 appointments for the Tourism and Visitor's Bureau. Deadline for applications is May 12th at 12noon.

Public Hearing on the Draft Update to the Comprehensive Plan:

Presented by: Guy Herring, Planning and Code Enforcement Director

Discussion: Guy Herring introduced Lee Walton with WSP, Inc., the consultant for this update, who presented a power point with an overview of the proposed revisions to the Comprehensive Plan. He explained the purpose of the 2nd Public Hearing is a continuation of the Public Open House held in March and completion of the suggestion period which has been a nine month process. The Plan will be submitted for DCA and Regional Commission review before presented for adoption on June 27, 2023. He highlighted the Future Development Plan and Character Area Policy which recommends land uses and development patterns over a 20-year period, with 5-year updates. He also highlighted the Community Work Program Implementation Guide.

*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.*

Discuss the SR53 at Snows Mill Road/Rocky Branch Right-of-Way Contract:

Presented by: Jody Woodall, Public Works Director

Discussion: Public Works requests approval of the contract with GDOT for right-of-way acquisition for the SR53 at Snows Mill Road/Rocky Branch Road roundabout project. The non-reimbursable contract details the acquisition process, and the County will be responsible for all administrative costs and real property costs for the acquisition. The request includes authorizing the Chairman to execute the necessary documents.

On consensus, this item will be placed on the Consent Agenda at the May 2, 2023 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.*

Discuss the Award of the Bid for the SR53 at Union Church Road Signal Installation and Oconee Connector Signal Head Replacement Bid:

Presented by: Jody Woodall, Public Works Director

Discussion: Public Works requests approval to award the bid for these projects to the lowest responsive, responsible bidder, Wright Brown Electric, for \$240,825. GDOT is providing the equipment for the SR53 at Union Church Road signal which should be delivered around the end of May. The request includes authorizing the Chairman to execute the necessary documents, and approve future budget amendments up to the contract amount for the life of the project.

Commissioner Harden obtained some clarification on the project specifics and the bid amount.

On consensus, this item will be placed on the Consent Agenda at the May 2, 2023 Regular Meeting.

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Discuss the Parks and Recreation FY24 Concession Services Contracts with Oconee Futbol Club and Oconee County Little League:

Presented by: Lisa Davol, Parks and Recreation Director

Discussion: The Oconee Futbol Club (OFC) and Oconee County Little League (OCLL) have asked to renew agreements to continue concessionaire services for 2023-2024. 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 request is to renew these agreements.

On consensus, this item will be placed on the Consent Agenda at the May 2, 2023 Regular Meeting.

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Discuss a Memorandum of Understanding with the Oconee Parks Foundation:

Presented by: Lisa Davol, Parks and Recreation Director
Discussion: Parks and Recreation director, Lisa Davol, requests approval of the MOU with Oconee Parks Foundation (OPF) to outline the operating procedures for receiving donations, to include working with OCPRD to ensure the donation meets the vision and mission of the department.

Commissioner Harden asked about the responsibility of the foundation to provide financial reports. Lisa Davol confirmed those can be requested from their governing board.

On consensus, this item will be placed on the Consent Agenda at the May 2, 2023 Regular Meeting.

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Discuss the Joint Use Agreement with the Board of Education:

Presented by: Lisa Davol, Parks and Recreation Director
Discussion: The current joint use agreement expires June 30, 2023, so the request is to enter into a new agreement with the BOE for an additional three years to provide recreation programs at the same levels currently offered. The only changes are the removal of After School statement and increase percentages of school facility fees charged.

Commissioner Horton requested this item not be on the consent agenda to allow for further discussion before the vote.

Commissioner Harden confirmed that the county will need to use the new Dove Creek Middle School facilities when open for recreation department activities. The participation fee that is paid for the program includes a school use fee, so there is no cost impact to all tax payers.

Commissioner Horton confirmed there are no additional spaces for soccer, football and basketball if the school system does not allow the county to utilize these fields.

Commissioner Harden confirmed the agreement allows the county to charge to school system for field usage if so desired.

Commissioner Thomas confirmed the fees are fixed for the three years, only the percentages would change.

Commissioner Saxon confirmed there is no supervision or custodial fees.

Chairman Daniell stated this item would be back on the May 2, 2023 agenda for discussion.

Discuss the GTC Encroachment Agreement for Fuller Drive:

Presented by: Adam Layfield, Water Resources Director
Discussion: Oconee County Water Resources is currently acquiring easements for the Hwy 441 force main (Calls Creek Transmission Line) and will need to enter into a power line easement to contract the line. The request is to approve the boiler plate agreement with the power transmission company.

On consensus, this item will be placed on the Consent Agenda at the May 2, 2023 Regular Meeting.

*The Public Comment Period was opened and there was no Public Comment.
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Discuss the Alcohol License Request for The Crab Hut; 1011 Park Drive; Watkinsville with Thekiet Ngo as the Registered Agent:

Presented by: Holly Stephenson, County Clerk

Discussion: Holly Stephenson, County Clerk, requests approval of an application for retail consumption on premises of beer, wine and distilled spirits for The Crab Hut. The Crab Hut is currently located at 1011 Park Drive in Watkinsville, Georgia. The registered agent, Mr. Thekiet Ngo, has completed the RASS Training. The application is complete.

On consensus, this item will be placed on the Consent Agenda at the May 2, 2022 Regular Meeting.

*The Public Comment Period was opened and there was no Public Comment.
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Discuss the Alcohol License Request for Flying Biscuit Cafe; 1850 Epps Bridge Road, Suite 1; Athens with Arjun Patel as the Registered Agent:

Presented by: Holly Stephenson, County Clerk

Discussion: Holly Stephenson, County Clerk, requests approval of an application for retail consumption on premises of beer and wine for the Flying Biscuit Café which will be located at 1850 Epps Bridge Road, Suite 1 in Athens, Georgia. The registered agent, Mr. Arjun Patel, has completed the RASS Training. The request is pending the issuance of a Business License by Oconee County. All other requirements are complete.

On consensus, this item will be placed on the Consent Agenda at the May 2, 2022 Regular Meeting.

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Discuss Right of Way Abandonment for Old Jennings Mill Road, Jennings Mill Extension and Research Parkway:

Presented by: Daniel Haygood, County Attorney

Discussion: County attorney Daniel Haygood requests approval for abandonment of the rights-of-way for Old Jennings Mill Road, Jennings Mill Extension and Research Parkway in correlation with an exchange agreement to make sure the new roads are rebuilt prior to abandonment. The action would declare the roadways no longer serve the public interest and authorize the process of abandonment to begin.

On consensus, this item will be placed on the Consent Agent at the May 2, 2023 Regular Meeting.

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Meeting Adjourned:

Motion:

Mark Saxon made a motion 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:

6:44 p.m.


John Daniell, Chairman

5-2-23
Date


Holly Stephenson, County Clerk

5-2-23
Date