

**MINUTES**  
WORK SESSION OF THE  
COLQUITT COUNTY BOARD OF COMMISSIONERS  
Tuesday, January 8, 2019  
5:00 p.m.

**CALL TO ORDER:** The meeting was called to order at 5:00 p.m. by Vice – Chairman Chris Hunnicutt. The purpose of the meeting was to discuss upcoming agenda items and any other county business deemed necessary. The meeting was duly called and advertised.

**PRESENT:** Those present were Commissioners Barbara Jelks, Chris Hunnicutt, Marc DeMott, Al Whittington, Paul Nagy, Johnny Hardin, and Chairman – Elect Denver Braswell. Also present were County Administrator Chas Cannon, County Attorney Lester M. Castellow, and County Clerk Melissa Lawson.

**ALSO PRESENT:** Sheriff Rod Howell, Chief Compliance Officer Justin H. Cox, Road Superintendent Stan Kirksey, Captain Julius Cox, and Interim President of the Economic Development Authority Greg Icard.

**LYNN G. PURVIS – GRAND JURY PRESENTMENT:** Lynn G. Purvis, Clerk of Court, addressed the board regarding a recent request from the Grand Jury to increase pay of traverse jurors, grand jurors, inquest jurors, as well as the per diem rate of court bailiffs.

Discussion ensued regarding the request.

It was the consensus of the board to compare the current juror/bailiff pay with similar pay in surrounding counties.

**ECONOMIC DEVELOPMENT AUTHORITY:** Greg Icard, Interim President of the Economic Development Authority, addressed the Board regarding the company Forquimica, the agribusiness company scheduled to locate in Colquitt County, creating 80 jobs and investing approximately one million dollars in the local economy.

Mr. Icard discussed average wages for workers of the company and stated that Sunbelt Agricultural Exposition was no doubt an incentive for the company to locate in this area.

Discussion ensued regarding the venture.

**BUDGET REVIEW:** David Zeanah, Finance Director, presented an overview of all major county financial funds, citing no major issues or concerns.

Mr. Cannon presented a list of financial indicators, inclusive of sales tax and revenue comparisons.

Commissioner DeMott requested an update regarding the completion of the county financial audit.

**BOARD PREVIEW:** County Administrator Chas Cannon presented an overview of upcoming agenda items to be previewed before the regular meeting of the board at 7:00 p.m.

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- **Presentation of Chairman's Annual Appointments** – At this point in the meeting, Mr. Cannon stated that Chairman Braswell would present his annual committee appointments for calendar year 2019.
- **Annual Appointments for Professional Services** – Mr. Cannon stated that it was time once again for the annual appointments for professional services regarding the positions of County Attorney, County Physician, and County Auditors. Mr. Cannon stated that Lester M. Castellow had served in the capacity of County Attorney since 2007, Dr. Woodwin Weeks as County Physician since 2017, and the firm of Carr, Riggs, and Ingram as County Auditors since 2016.
- **Approval of Contract – Secure Records Solutions** – Mr. Cannon presented a contract with Secure Records Solutions that would facilitate the research and retention comparison of old county documents. Mr. Cannon noted that upon the identification of documents that by law must be retained, the documents would be transferred to the County Clerk for scanning into the county's digital records repository.
- **Approval to Update Signatories on County Financial Accounts** – Mr. Cannon stated that, upon the Board's approval, paperwork would be procured to update all county financial accounts with the names of Chairman Denver Braswell, Vice – Chairman Marc DeMott, and County Administrator Chas Cannon.
- **Approval of Language Access Plan (LAP) for CDBG Grant** – Mr. Cannon presented a Language Access Plan that would necessitate adoption to comply with Special Condition #1 of the county's recent Community Development Block Grant (CDBG) award. Mr. Cannon stated that the LAP would accommodate the high number of individuals in the area with limited English language skills.
- **Approval of Bid for Side Loading Garbage Truck – Solid Waste Department** – Mr. Cannon presented the sole bid, in the amount of \$291,209.50, submitted by Transpower regarding the provision of a side loading garbage truck to be utilized by the Solid Waste Department. Due to extended delivery timelines, Mr. Cannon noted that approval would be obtained but payment would be derived from the FY 19 – 20 Solid Waste budget.
- **Approval of Bid for Rear Loading Garbage Truck – Solid Waste Department** – Mr. Cannon presented the sole bid, in the amount of \$247,819.00, submitted by Transpower regarding the provision of a rear loading garbage truck to be utilized by the Solid Waste Department. Due to extended delivery timelines, Mr. Cannon noted that approval would be obtained but payment would be derived from the FY 19 – 20 Solid Waste budget.
- **Approval of Bid for Remodel – Solid Waste Department** – Mr. Cannon presented the sole bid, in the amount of \$24,070.00, submitted by H&H Construction regarding expansion of the Residential Solid Waste Office. Mr. Cannon noted that funding would be derived from the FY 18 – 19 Solid Waste budget.

Discussion ensued regarding the bid, to include the number of bids received as well as the methods of advertisements for bid.

- Approval of Bid for Handheld Radios – EMS – Mr. Cannon presented the sole bid, in the amount of \$5,695.42, submitted by Mobile Communications regarding the provision of radios to be utilized by EMS personnel. Mr. Cannon noted that funding was included in the FY 18 – 19 General Fund budget for this purchase.
- Approval of Bid for Backhoe Trailer – Roads & Bridges Department – Mr. Cannon presented the low and recommended bid, in the amount of \$11,307.77, submitted by Bishop Trailers regarding the provision of a backhoe trailer to be utilized by the Roads & Bridges Department. Mr. Cannon noted that funding was included in the FY 18 – 19 Capital Projects Fund budget for this purchase.
- Approval of Bid for Construction Work Zone Signs – Roads & Bridges Department – Mr. Cannon presented the low and recommended bid, in the amount of \$17,535.00, submitted by Custom Products Corporation regarding the provision of construction work zone signs for the Roads & Bridges Department. Mr. Cannon noted that funding was included in the FY 18 – 19 General Fund budget for this expenditure.
- Approval of Bid for Traffic Signs – Roads & Bridges Department – Mr. Cannon presented the low and recommended bid, in the amount of \$6,886.20, submitted by Osburn Associates, Inc. regarding the provision of traffic signs for the Roads & Bridges Department. Mr. Cannon noted that funding was included in the FY 18 – 19 General Fund budget for this expenditure.
- Approval of Quote for PowerLOAD Stretchers – EMS – Mr. Cannon presented the sole source quote, in the total amount of \$54,507.98, submitted by Stryker regarding the purchase of two powerLOAD stretchers, inclusive of service agreements. Mr. Cannon noted that funding was included in the FY 18 – 19 Capital Projects Fund budget for this purchase.
- Approval of Payment of Invoice – County Attorney – Mr. Cannon presented an invoice, in the amount of \$6,145.96, submitted by County Attorney Lester M. Castellow regarding legal services rendered during December 2018. Mr. Cannon noted that funding was included in the FY 18 – 19 General Fund budget for this expenditure.

**OTHER BUSINESS:** At this time, Mr. Cannon presented items received after the agenda deadline:

- Approval of Payment of Invoice – Southwest Georgia Regional Commission – Mr. Cannon presented an invoice, in the amount of \$7,877.38, submitted by the Southwest Georgia Regional Commission regarding the first quarter dues assessment for the agency. Mr. Cannon noted that funding was included in the FY 18 – 19 General Fund budget for this expenditure.

- Purchase of Vehicles – Sheriff’s Department – Sheriff Rod Howell updated the Board regarding his intention to purchase two used Chevrolet Tahoes utilizing Asset Forfeiture funds.

Lester M. Castellow, County Attorney, noted that the purchase did not require commissioner approval due to the fact that asset forfeiture funding could only be used for law enforcement purchases and was maintained by the Sheriff.

- Declaration of Surplus County Property – Mr. Cannon presented a list of law enforcement vehicles that, upon approval by the Board, would be deemed as surplus to the county’s needs and sent to auction.
- Renewal of Public Defender Contract – Mr. Cannon presented the renewal of the contract with the Public Defender of the Southern Judicial Circuit for calendar year 2019. Mr. Cannon noted that there were no changes to the contract.
- Public Hearings – Mr. Cannon noted that three zoning requests would necessitate public hearings during the Board meeting. Justin H. Cox, Chief Compliance Officer, presented and discussed the following:
  - Special Use Permit to facilitate the installation of a solar array;
  - Special Use Permit to facilitate the installation of a solar array;
  - Rezoning request from AG to M-2 to allow for a precast concrete business.

Discussion ensued regarding the zoning requests presented.

The Moultrie – Colquitt County Humane Society was briefly discussed, to include budgetary funding and the inclusion of in-kind services.

**ADMINISTRATOR UPDATES:** At this time, Mr. Cannon discussed pertinent issues to be brought to the board’s attention:

- Fuel purchases via local vendors
- Courthouse grounds renovations
- Retreat moderator phone contact
- Proposal for Hwy 37 W / Thigpen Trail Intersection – Georgia Department of Transportation (GDOT)

Mr. Cannon stated that GDOT recommended a roundabout as a solution to incidents at the intersection of Georgia Highway 37 East and Thigpen Trail.

Discussion ensued regarding the proposal with commissioners favoring the installation of flashers at the intersection rather than the proposed roundabout.

**KEY DATES:** Mr. Cannon reviewed a list of key, upcoming dates with the Board.

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There being no further business to come before the Board, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,



Denver Braswell  
Chairman



Melissa Lawson  
County Clerk

Approved: February 5, 2019