

LOWNDES COUNTY BOARD OF COMMISSIONERS
AMENDED AGENDA
WORK SESSION, MONDAY, MAY 7, 2018, 8:30 a.m.
REGULAR SESSION, TUESDAY, MAY 8, 2018, 5:30 p.m.
327 N. Ashley Street - 2nd Floor

1. **Call To Order**
2. **Invocation**
3. **Pledge Of Allegiance To The Flag**
4. **Retirement Recognition- Volunteer Firefighters**
5. **Proclamation Presentations For National Drug Court Month**
6. **Minutes For Approval**
7. **Appointment**
 - a. Valdosta-Lowndes County Airport Authority
Appoint member
Documents:
[VALDOSTA-LOWNDES COUNTY AIRPORT AUTHORITY.PDF](#)
8. **For Consideration**
 - a. Probation Resolution And Services Agreement
Attached are the Proposed Resolution and Service Agreement required for implementation of probation service for the State Court.
Documents:
[PROBATION RESOLUTION AND SERVICES AGREEMENT.PDF](#)
 - b. Electronic Monitoring Contract
Approval of Electronic Monitoring Contract for Probation
Documents:
[AGREEMENT FROM PRONTOTRAK, INC. FOR ELECTRONIC MONITORING.PDF](#)
 - c. Purchase Of Wetland Credits For North Lowndes Park Soccer Complex
Purchase the 14.30 Wetland Credits from Williams Investments, LLC
Documents:

PURCHASE OF WETLAND CREDITS FOR NORTH LOWNDES PARK
SOCCER COMPLEX.PDF

d. Adopt A Procurement Policies And Procedures Manual

Adopt a Procurement Policies and Procedures Manual

Documents:

[ADOPT A PROCUREMENT POLICIES AND PROCEDURES MANUAL.PDF](#)

e. Wisconsin Public Finance Authority Bond Issue

Approval of resolution

Documents:

[WISCONSIN PUBLIC FINANCE AUTHORITY BOND ISSUE.PDF](#)

f. Hay Lease Agreement Amendment

Amendment to hay lease agreement is necessary to continue meeting EPD permit requirements at the LAS.

Documents:

[HAY LEASE AMENDMENT.PDF](#)

g. Bevel Creek Lift Station Pump

Staff recommends purchasing a new pump from Xylem for \$41,109.10

Documents:

[BEVEL CREEK LIFT STATION PUMP.PDF](#)

h. Modification Of GEFA Loan Agreement

Staff recommends approval of the resolution of governing body approving the loan modification and authorize the Chairman to sign the modification of promissory note and loan agreement and related documents.

Documents:

[MODIFICATION OF GEFA LOAN AGREEMENT.PDF](#)

i. Selection Of Legal Firm For Opioid Litigation

Select legal firm

Documents:

[SELECTION OF A LEGAL FIRM FOR OPIOID LITIGATION.PDF](#)

9. **Bid**

a. Bid For Coffee Services

Award the bid to Lighthouse Coffee Co. and authorize the Chairman to sign the contract

Documents:

[BID FOR COFFEE SERVICES.PDF](#)

b. Bid Of Water Services

Award the bid to DS Services of America and authorize the Chairman to sign the contract

Documents:

[BID FOR WATER SERVICES.PDF](#)

c. North Lowndes Park Soccer Complex - Bids

Bids for North Lowndes Park Soccer Complex

Documents:

[BIDS AND CONTRACTS FOR THE NORTH LOWNDES PARK SOCCER COMPLEX.PDF](#)

10. **Reports - County Manager**

11. **Citizens Wishing To Be Heard-Please State Your Name And Address**

12. **Adjournment**

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Valdosta-Lowndes County Airport Authority

DATE OF MEETING: May 8, 2018

BUDGET IMPACT:
FUNDING SOURCE
 Annual
 Capital
 N/A

Work Session
Regular Session
Recommendation
Policy/Discussion
Report
Other

COUNTY ACTION REQUESTED ON: Reappointing a member

HISTORY, FACTS AND ISSUES: The appointment of Mr. Steve Everett to the Valdosta-Lowndes County Airport Authority will expire on May 21, 2018. Mr. Everett has expressed a desire to be reappointed to the authority.

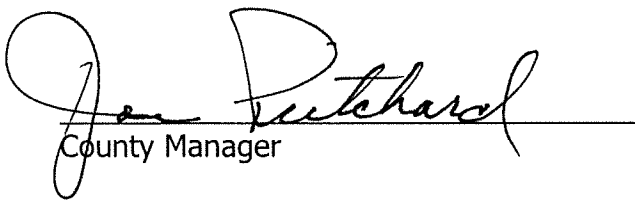
OPTIONS: 1. Reappoint Mr. Steve Everett
2. Board's Pleasure

RECOMMENDED ACTION: Board's Pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Joseph Pritchard

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Probation Resolution and Services Agreement

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: 0

FUNDING SOURCE

- Annual
- Capital
- N/A

- Work Session (X)
- Regular Session (X)
- Recommendation ()
- Policy/Discussion ()
- Report ()
- Other ()

COUNTY ACTION REQUESTED ON: Probation Resolution and Services Agreement

HISTORY, FACTS AND ISSUES: Attached is a Proposed Resolution and Service Agreement required for implementation of probation services for the State Court. Approval will officially establish the Lowndes County Probation Department.


OPTIONS: 1. Approve Resolution and Services Agreement as presented
2. Redirect

RECOMMENDED ACTION: Approve Resolution and Services Agreement as presented

DEPARTMENT: Probation

Department Head: Ferlisha Rountree

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Agreement from ProntoTrak, Inc. for Electronic Monitoring

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: \$0

FUNDING SOURCE

Annual

Capital

N/A

Regular Meeting

Work Session

Recommendation

Policy/Discussion

Report

Other

COUNTY ACTION REQUESTED ON: Approve Agreement for the use of Electronic Monitoring through ProntoTrak, Inc.

HISTORY, FACTS AND ISSUES: Attached is the Agreement for the use of Electronic Monitoring from ProntoTrak, Inc. for the use of their electronic monitoring products and services.

OPTIONS: 1. Approve Agreement for the use of Electronic Monitoring as presented
2. Board's pleasure

RECOMMENDED ACTION: Approve Agreement for use of Electronic Monitoring through ProntoTrak

DEPARTMENT: Probation

Department Head: Ferlisha Rountree

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Purchase of Wetland Credits for North Lowndes Park Soccer Complex

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: \$57,200.00

FUNDING SOURCE

- Annual
 Capital
 N/A
- Splost VII

- Regular Meeting
Work Session
Recommendation
Policy/Discussion
Report
Other

COUNTY ACTION REQUESTED ON: Purchase Wetland Credits for North Lowndes Park Soccer Complex

HISTORY, FACTS AND ISSUES: As a part of the North Lowndes Park Soccer Complex Project, the construction will impact wetlands. As a result, Lowndes County will be required to purchase wetland credits from an approved Army Corp of Engineers wetland bank. Lowndes County will need a total of 14.30 wetland credits to finalize the wetland impact permit for this project. Wetland credits are available through Williams Investments, LLC at \$4,000 per credit.

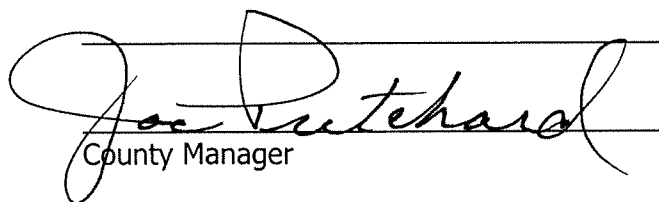
OPTIONS: 1. Purchase the 14.30 Wetland Credits from Williams Investments, LLC
2. Board's Pleasure

RECOMMENDED ACTION: Purchase the 14.30 Wetland Credits from Williams Investments, LLC

DEPARTMENT: Engineering

Department Head: Michael B. Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATION: _____


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Adopt a Procurement Policies and Procedures Manual

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: N/A

FUNDING SOURCE

- Annual Splost VII
 Capital Jail Construction Funds
 N/A

- Regular Meeting
Work Session
Recommendation
Policy/Discussion
Report
Other

COUNTY ACTION REQUESTED ON: Adopt a Procurement Policies and Procedures Manual

HISTORY, FACTS, AND ISSUES: All Section 5311 subrecipients are required to adopt a Procurement Policies and Procedures Manual that is compliant with and incorporates all necessary State and Federal procurement requirements. Attached is the Procurement Policies and Procedures Manual as recommended by the Georgia Department of Transportation.

OPTIONS: 1. Adopt a Procurement Policies and Procedures Manual
2. Board's Pleasure.

RECOMMENDED ACTION: Adopt a Procurement Policies and Procedures Manual

DEPARTMENT: Engineering

Department Head: Mike Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Wisconsin Public Finance Authority Bond Issue
DATE OF MEETING: May 8, 2018

Regular Meeting (X)
Work Session (X)
Recommendation (X)
Policy/Discussion ()
Report ()
Other ()

BUDGET IMPACT \$ - 0 -
FUNDING SOURCE
 () Annual
 () Capital
 (X) N/A

COUNTY ACTION REQUESTED ON: Issuance of Bonds

HISTORY, FACTS AND ISSUES:

The Board of Commissioners is requested to adopt the attached Resolution approving the issuance of bonds by a Wisconsin Public Finance Authority for a project located on Old Statenville Road. The project is a 204-unit multi-family affordable housing development known as Brittany Woods & Park Chase Apartments.

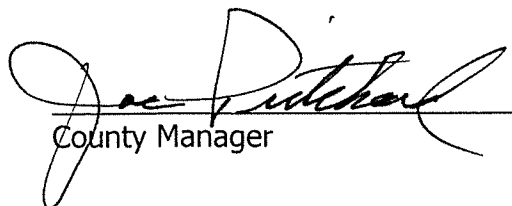
The requested Resolution provides the Board of Commissioners' approval of the Authority's issuance of the bonds is for the sole purpose of complying with certain requirements including federal tax requirements and that in no event shall the Board of Commissioners' approval constitute an obligation on the part of the Board of Commissioners or Lowndes County.

OPTIONS: 1. Approve Resolution as presented
 2. Redirect

RECOMMENDED ACTION: Approve Resolution as presented

DEPARTMENT: Office of the County Attorney, Walter Elliott

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTYBOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Hay Lease Amendment

DATE OF MEETING: May 8, 2018

BUDGET IMPACT:
FUNDING SOURCE

Annual SPLOST VII
 Capital
 N/A

Regular Meeting (X)
Work Session (X)
Recommendation ()
Policy/Discussion ()
Report ()
Other ()

COUNTY ACTION REQUESTED ON: Hay Lease Amendment

HISTORY, FACTS, AND ISSUES: Lowndes County (Lessor) entered into a lease agreement with Rodney Tyre (Lessee) on March 12, 2013 to cut and maintain our hay fields at the LAS. In order to continue meeting the EPD permit requirements, the Lessor and Lessee have agreed to an amendment to the lease agreement. Staff recommends the amendment to lease agreement be approved and authorize the Chairman to sign.

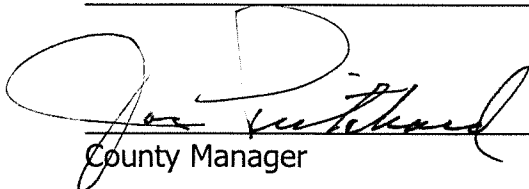
OPTIONS: 1. Approve amendment to hay lease agreement and authorize Chairman to sign.
2. Board's Pleasure

RECOMMENDED ACTION: Approve amendment to hay lease agreement and authorize Chairman to sign.

DEPARTMENT: Utilities

Department Head: Steve Stalvey

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTYBOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Bevel Creek Lift Station Pump

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: \$41,109.10

FUNDING SOURCE

- Annual SPLOST VII
 Capital
 N/A

- Regular Meeting (X)
Work Session (X)
Recommendation ()
Policy/Discussion ()
Report ()
Other ()

COUNTY ACTION REQUESTED ON: Bevel Creek Lift Station Pump

HISTORY, FACTS, AND ISSUES: The Bevel Creek lift station is a triplex lift station on our main trunk line that delivers over 60% of our wastewater flow to the LAS. This station is currently running on two pumps. We have a quote from Xylem Inc. to repair this pump for \$37,380.35. Additionally we have a quote for a new replacement pump, from Xylem Inc. for \$41,109.10. Staff recommends a new pump be purchased for \$41,109.10

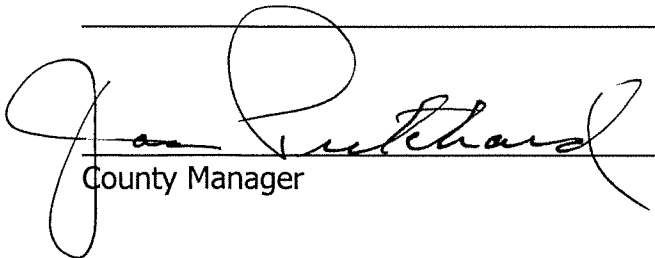
- OPTIONS: 1. Approve Pump Purchase
2. Board's Pleasure

RECOMMENDED ACTION: Approve pump purchase for \$41,109.10

DEPARTMENT: Utilities

Department Head: Steve Stalvey

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Modification of GEFA Loan Agreement

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: \$

FUNDING SOURCE

() Annual

() Capital

Regular Meeting (X)

Work Session (X)

Recommendation ()

Policy/Discussion ()

Report ()

Other ()

COUNTY ACTION REQUESTED ON: GEFA Loan Agreement

HISTORY, FACTS AND ISSUES: The County borrowed \$1,734,000 from the Georgia Environmental Finance Authority (GEFA) on October 24, 2017. The County needs to modify that loan due to changes in certain project schedule dates. This modification has no budget impact; the amount borrowed, interest rate and repayment schedule remain the same for this loan.

Staff recommends the Board of Commissioners adopt the attached Resolution of Governing Body, approving the loan modification and authorize the Chairman to sign the attached Modification of Promissory Note and Loan Agreement and any related documents.

OPTIONS:

1. Approve the Resolution of Governing Body approving the loan modification and authorizing the Chairman to sign the Modification of Promissory Note and Loan Agreement and related documents.

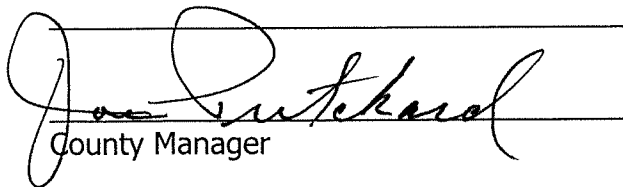
2. Board's Pleasure.

RECOMMENDED ACTION: Option 1.

DEPARTMENT: Utilities

Department Head: Steve Stalvey

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Selection of a Legal Firm for Opioid Litigation

Regular Meeting (X)

DATE OF MEETING: May 8, 2018

Work Session (X)

BUDGET IMPACT \$ - 0 -

Recommendation ()

FUNDING SOURCE

Policy/Discussion ()

() Annual

Report ()

() Capital

Other ()

(X) N/A

COUNTY ACTION REQUESTED ON: Selection of a legal firm for opioid litigation

HISTORY, FACTS AND ISSUES: The Studstill Law Firm and the Blasingame, Burch, Garrard & Ashley Law Firm have both submitted proposals to represent Lowndes County in the opioid litigation.

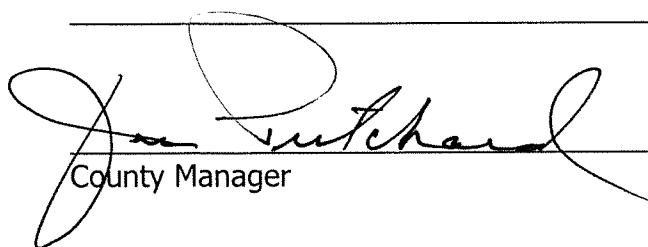
OPTIONS: 1. Board's pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: County Manager

Department Head: Joe Pritchard

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Bid for Coffee Services

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: ~\$11,935.38

FUNDING SOURCE

- Annual
- Capital
- N/A

- Regular Meeting
- Work Session
- Recommendation
- Policy/Discussion
- Report
- Other

COUNTY ACTION REQUESTED ON: Bid for Coffee Services

HISTORY, FACTS AND ISSUES: Lowndes County solicited bids for coffee service at county buildings. Vendors were asked to provide pricing for premium and house brand coffees and all related items for the service. The contract will be for one year with an option to renew for two additional one-year terms. Attached is a worksheet showing the comparison on bids received and the estimation of annual costs. Based on those estimations, the following were the responsive bids:

| Vendor: | Location: | Coffee: | Estimated Annual Cost: |
|-----------------------|-------------------|-------------|------------------------|
| Lighthouse Coffee Co. | Valdosta, Georgia | House Blend | \$11,935.38 |
| Variety Vending | Valdosta, Georgia | House Blend | \$12,648.75 |

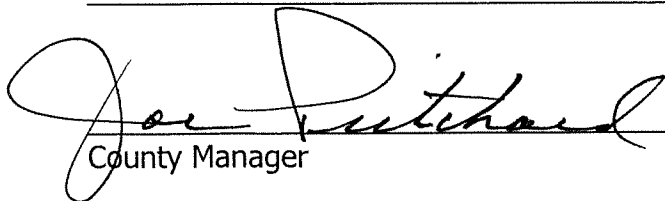
- OPTIONS: 1. Award the bid to Lighthouse Coffee Co. and authorize the Chairman to sign the contract
2. Board's Pleasure

RECOMMENDED ACTION: 1. Award the bid to Lighthouse Coffee Co. and authorize the Chairman to sign the contract

DEPARTMENT: Finance

Department Head: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Bid for Water Services

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: ~\$5,857.80

FUNDING SOURCE

- Annual
- Capital
- N/A

- Regular Meeting
- Work Session
- Recommendation
- Policy/Discussion
- Report
- Other

COUNTY ACTION REQUESTED ON: Bid for Water Services

HISTORY, FACTS AND ISSUES: Lowndes County solicited bids for water service at county buildings. Vendors were asked to provide pricing for dispensers, water bottles and any related items. The contract will be for one year with an option to renew for two additional one-year terms. Lowndes County received one bid for services. The cost estimate is based on the current number of dispensers and the annual usage.

DS Services of America – Atlanta, Georgia

| <u>Item:</u> | <u>Annual:</u> | <u>Bid:</u> | <u>Estimate:</u> |
|---------------|----------------|------------------|------------------|
| Rental Fee | 25 units | \$0.99 per month | \$297.00 |
| Water Bottles | 1,324 | \$4.20 each | \$5,560.80 |

OPTIONS: 1. Award the bid to DS Services of America and authorize the Chairman to sign the contract

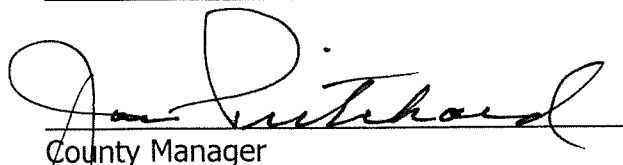
2. Board's Pleasure

RECOMMENDED ACTION: 1. Award the bid to DS Services of America and authorize the Chairman to sign the contract

DEPARTMENT: Finance

Department Head: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Bids & Contracts for the North Lowndes Park Soccer Complex

DATE OF MEETING: May 8, 2018

BUDGET IMPACT: \$5,833,957.00

FUNDING SOURCE

- Annual SPLOST VII & VI
 Capital
 N/A

- Regular Meeting
Work Session
Recommendation
Policy/Discussion
Report
Other

COUNTY ACTION REQUESTED ON: Bids & Contracts for the North Lowndes Park Soccer Complex

HISTORY, FACTS, AND ISSUES: Staff received bids for The North Lowndes Park Soccer Complex on March 13, 2018 at 2:00 p.m. There were two bids received.

Standard Contractors - \$6,548,613.00 and 365 days
Jones Construction - \$6,595,000.00 and 450 days
Cauthan Construction - \$6,633,394.00 and 500 days
Quillian Powell Construction - \$6,797,000.00 and 450 days
Barber Contracting - \$8,331,000.00 and 510 days

All bids were received in good order and were accompanied by all the necessary paperwork required. Staff worked with the low bidder (Standard Contractors) to Value Engineer the project. Staff was able to Value Engineer \$714,656.00 out of the project.

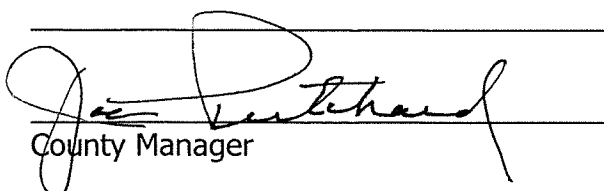
- OPTIONS: 1. Approve Standard Contractors as the lowest responsive bidder and authorize the chairman to execute the contract with Standard Contractors at \$5,833,957.00.
2. Boards pleasure

RECOMMENDED ACTION: Approve Standard Contractors as the lowest responsive bidder and authorize the chairman to execute the contract with Standard Contractors at \$5,833,957.00.

DEPARTMENT: Engineering

Presenting Staff: Chad McLeod
Department Head: Mike Fletcher, P.E.

ADMINISTRATIVE COMMENTS AND RECOMMENDATION:


County Manager

Action Taken By Board: _____