

LOWNDES COUNTY BOARD OF COMMISSIONERS
PROPOSED AGENDA
WORK SESSION, MONDAY, SEPTEMBER 21, 2020, 8:30 a.m.
REGULAR SESSION, TUESDAY, SEPTEMBER 22, 2020, 5:30 p.m.
327 N. Ashley Street - 2nd Floor

1. **Call To Order**

2. **Invocation**

3. **Pledge Of Allegiance To The Flag**

4. **Minutes For Approval**

- a. Work Session - September 8, 2020 & Regular Session - September 8, 2020

5. **Appointments**

- a. Board Of Tax Assessors (Appointing Members)

Documents:

[BOARD OF TAX ASSESSORS \(APPOINTING MEMBERS\).PDF](#)

6. **For Consideration**

- a. FY2021 Joint Funding Agreement With USGS

Documents:

[FY2021 JOINT FUNDING AGREEMENT WITH USGS.PDF](#)

- b. Acceptance Of Infrastructure For Val Del Villas

Documents:

[ACCEPTANCE OF INFRASTRUCTURE FOR VAL DEL VILLAS.PDF](#)

- c. Motorola SUAll (Evergreen)

Documents:

[MOTOROLA SUAll \(EVERGREEN\) \(2\).PDF](#)

- d. Grant Submission Request - COVID-19 Response Grant Application

Documents:

[GRANT SUBMISSION REQUEST - COVID-19 RESPONSE GRANT APPLICATION.PDF](#)

e. Foxborough Lift Station Pump

Documents:

[FOXBOROUGH LIFT STATION PUMP.PDF](#)

f. Land Application System (LAS) Expansion Agreement

Documents:

[LAND APPLICATION SYSTEM \(LAS\) EXPANSION AGREEMENT.PDF](#)

g. Firefighter Personnel Request

Documents:

[FIREFIGHTER PERSONNEL REQUEST.PDF](#)

7. **Bid**

a. Drainage Improvements To Brinson Lane And Oak Hill Drive

Documents:

[DRAINAGE IMPROVEMENTS TO BRINSON LANE AND OAK HILL DRIVE.PDF](#)

b. Grading, Drainage, Base, And Paving Of Clyattstone Road And Simpson Lane

Documents:

[GRADING, DRAINAGE, BASE, AND PAVING OF CLYATTSTONE ROAD AND SIMPSON LANE.PDF](#)

c. Clyattstone Water Main Extension

Documents:

[CLYATTSTONE WATER MAIN EXTENSION.PDF](#)

8. **Reports - County Manager**

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

10. **Adjournment**

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Board of Tax Assessors (Appointing Members)

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT:

FUNDING SOURCE:

() Annual

() Capital

(X) N/A

() SPLOST

() TSPLOST

COUNTY ACTION REQUESTED ON: Appointing members to the Board of Tax Assessors

HISTORY, FACTS AND ISSUES: At the August 25, 2020, Regular Session Meeting, a resolution regarding the number and terms of members of the Board of Tax Assessors of Lowndes County (the Board) was adopted. Three members are to be appointed to the Board. All members' terms will begin January 1, 2021. One member will be appointed for an initial term of three years, one member will be appointed for an initial term of four years, and one member will be appointed for an initial term of five years. Thereafter, all new appointments and reappointments to the Board shall be for a term of three years.

Mr. Gene Felts and Mrs. Gretchen Quarterman would like to be appointed to the Board.

OPTIONS: 1. Appoint members to the board.

2. Board's pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Paige Dukes

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: FY2021 Joint Funding Agreement with USGS

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: \$22,500

FUNDING SOURCE:

- Annual - \$22,500
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Approval of FY2021 USGS Joint Funding Agreement

HISTORY, FACTS AND ISSUES: In 2009, Lowndes County entered into an agreement with the US Geological Survey (USGS) to install and maintain a stream gauge to monitor water levels on the Little River. This gauge is installed on the Hwy 122 bridge, just west of Hahira. While the USGS provided all of the equipment and the installation costs, Lowndes County has entered into an agreement since that time to provide funding for the ongoing maintenance costs associated with keeping the equipment in operation. From 2009 until 2019, Lowndes County funded this single gauge site.

In 2019, the City of Valdosta notified the USGS that they would no longer be able to fund the main gauge site located on the Withlacoochee River at the Skipper Bridge location. At that time Lowndes County agreed to assist with additional funding to allow this gauge to remain in operation. This additional gauge is funded in a partnership with USGS and the Suwanee River Watershed Management District both providing funding towards this project location.

With the latest agreement, Lowndes County is responsible for \$22,500 in maintenance costs. This is broken down as \$14,200 for the Little River site and \$8,300 for the Withlacoochee River site.

- OPTIONS:
1. Authorize Chairman to sign the Joint Funding Agreement for continued maintenance of both USGS stream gauges.
 2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Emergency Management

DEPARTMENT HEAD: Ashley Tye

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Acceptance of Infrastructure for Val Del Villas

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: N/A

FUNDING SOURCE:

() Annual

() Capital

(X) N/A

() SPLOST

() TSPLOST

COUNTY ACTION REQUESTED ON: Acceptance of Infrastructure for Val Del Villas

HISTORY, FACTS AND ISSUES: Val Del Villas is located off Val Del Road near the intersection of Sermons Lane. Engineering staff has made the final inspection of the project, and the work is substantially complete. A punch list of construction items to be addressed has been provided to the contractor, and the final paperwork is in process at the time of agenda submittal (punch list corrections, payment for street signs). The final plat will not be signed for recording until all paperwork is received. Attached is a letter requesting acceptance of infrastructure for this subdivision

OPTIONS: 1. Adopt the Resolution

2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Engineering

DEPARTMENT HEAD: Mike Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Motorola SUAll (Evergreen)

Work Session/Regular
Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: \$489,310.00 Annually
\$40,776 Monthly

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Motorola SUAll (Evergreen)

HISTORY, FACTS AND ISSUES: This is for the renewal of the Motorola System Upgrade Agreement, or SUAll, that will allow Lowndes County to maintain a current system by providing system upgrades every two years. Subscriber maintenance and infrastructure maintenance is also covered under the SUAll agreement, along with 24/7 support. Lowndes County will pay Motorola a monthly amount of \$40,776.

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

RECOMMENDED ACTION: Approve

DEPARTMENT: E911

DEPARTMENT HEAD: Danny Weeks

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Grant Submission Request - COVID-19 Response Grant
Application

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT:

FUNDING SOURCE:

- () Annual
- () Capital
- (X) N/A
- () SPLOST
- () TSPLOST

COUNTY ACTION REQUESTED ON: COVID-19 Response Grant Application

HISTORY, FACTS AND ISSUES:

SOS has approved the grant source. Fulton County has already received funds. **NO matching funds required.**

Election offices can use the funds to cover 2020 expenses, including the following:

Ensure Safe, Efficient Election Day Administration

- Maintain open in-person polling places on Election Day
- Procure Personal Protective Equipment (PPE) and personal disinfectant to protect election officials and voters from COVID-19
- Support and expand drive-thru voting, including purchase of additional signage, tents, traffic control, walkie-talkies, and safety measures

Expand Voter Education & Outreach Efforts

- Publish reminders for voters to verify and update their address, or other voter registration information, prior to the election
- Educate voters on safe voting policies and procedures

Launch Poll Worker Recruitment, Training & Safety Efforts

- Recruit and hire a sufficient number of poll workers and inspectors to ensure polling places are properly staffed.
- Provide voting facilities with funds to compensate for increased site cleaning and sanitization costs
- Deliver updated training for current and new poll workers administering elections in the midst of pandemic

Support Early In-Person Voting and Vote by Mail

- Expand or maintain the number of in-person early voting sites
- Deploy additional staff and/or technology improvements to expedite and improve mail ballot processing

<https://www.techandcivicliflife.org/our-work/election-officials/grants/>

OPTIONS: 1. Approval to apply for the grant.
2. Board's pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: Board of Elections

DEPARTMENT HEAD: Deb Cox

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Foxborough Lift Station Pump

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: \$41,217.60

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Foxborough Lift Station Pump

HISTORY, FACTS AND ISSUES: Due to excessive ragging and the age of the pumps, staff is recommending that one of the pumps at the Foxborough lift station be replaced with a new N-impeller pump. Staff received a quote from Xylem for an 85hp pump for \$41,217.60. Staff recommends purchasing the new pump for the Foxborough Lift Station from Xylem, Inc. for \$41,217.60.

OPTIONS: 1. Approve the purchase of a new pump for the Foxborough Lift Station
2. Board's pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Utilities

DEPARTMENT HEAD: Steve Stalvey

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Land Application System (LAS) Expansion Agreement

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: \$19,800.00

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: LAS Expansion Agreement

HISTORY, FACTS AND ISSUES: Due to growth and increased flow additional spray fields are needed at the LAS. Nutter & Associates performed the original assessments and testing required by Georgia EPD. Nutter & Associates submitted a proposal to perform this work on the new fields for \$19,800.00. Staff recommends approval and authorize the chairman to sign the agreement.

OPTIONS: 1. Approve and authorize the chairman to sign the agreement.
2. Boards Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Utilities

DEPARTMENT HEAD: Steve Stalvey

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Firefighter Personnel Request

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: \$128,075.58

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: hiring three paid full-time firefighters

HISTORY, FACTS AND ISSUES: Over the past year, the County has considered the expansion of services to provide for an increased response by Lowndes County Fire Rescue (LCFR). In addition, LCFR staff has been working on the details of the current Insurance Services Office (ISO) evaluation. The addition of three paid full-time firefighters, one added to each shift at Station 10, will provide for two apparatus to respond to each structure fire call instead of one. This will improve the department's response time to structure fires and their ability to more aggressively fight fire until volunteer firefighters arrive. In addition, it will have a position impact on ISO requirements.

Finance and Human Resources have worked on this recommendation with regards to cost. Staff is comfortable with the expenditure as it relates to special services fund revenues.

Staff requests approval to hire three, full-time firefighters at an annual cost of \$170,767.42. The total budget impact for the nine months left in the current fiscal year is \$128,075.58.

- OPTIONS: 1. Approve
2. Board's pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: County Manager

DEPARTMENT HEAD: Paige Dukes

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Drainage Improvements to Brinson Lane and Oak Hill Drive

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: \$34,169.28

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Accept Proposal from JWA for Drainage Improvements

HISTORY, FACTS AND ISSUES: Drainage Improvements to Brinson Lane and Oak Hill Drive are needed to eliminate flooding issues as a result of the paving of Oak Hill Drive.

- OPTIONS: 1. Accept proposal from JWA for Drainage Improvements and authorize the Chairman to sign the contract
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Engineering

DEPARTMENT HEAD: Mike Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Grading, Drainage, Base, and Paving of Clyattstone Road and Simpson Lane.

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: \$1,681,770.84

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Approve the bid and authorize the chairman to sign the contract.

HISTORY, FACTS AND ISSUES: Lowndes County Engineering department has solicited bids for the grading, drainage, base and paving of Clyattstone Road and Simpson Lane. A pre-bid meeting was held on August 20, 2020 where three contractors (Reames and Son Construction, Scruggs Company, and Thrift Brothers Construction) were present. Bids were open on September 10, 2020. This project is funded entirely by TSPLOST.

OPTIONS: 1. Approve bid and authorized the chairman to sign the contract.
2. Boards pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Engineering

DEPARTMENT HEAD: Mike Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Clyattstone Water Main Extension

Work Session/Regular Session

DATE OF MEETING: September 22, 2020

BUDGET IMPACT: \$1,417,333.98

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Clyattstone Water Main Extension

HISTORY, FACTS AND ISSUES: In conjunction with the Clyattstone paving project, the Utilities Department will be extending the water main from Tillman Crossing to Val-Del Road. This extension will add additional coverage and provide looping in the area. Bids were received from four vendors with Thrift Brothers out of Waycross, Georgia, submitting the low bid of \$1,417,333.98. Staff recommends approval and authorize the chairman to sign the contract with Thrift Brothers for \$1,417,333.98.

OPTIONS: 1. Approve the Clyattstone Water Main Extension & Authorize the Chairman to Sign the Contract.
2. Boards Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Utilities

DEPARTMENT HEAD: Steve Stalvey

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS: