



# DADE COUNTY BOARD OF COMMISSIONERS WORKSHOP MEETING

Thursday, January 4, 2018  
6:00 p.m.

Board of Commissioner's Public Meeting Room ~ Suite 259  
Dade County Government Administrative Building  
71 Case Avenue  
Trenton, Georgia 30752

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## MINUTES

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*This document was unanimously approved by the Board of Commissioners at a regular meeting held on February 1, 2018. Clerical error or Scrivener's error is an error due to a minor mistake or inadvertence and not one that occurs from judicial reasoning or determination. Typographical errors or the unintentional addition or omission of a word, phrase, or figure in writing or copying something on the record are all examples of clerical or scrivener's error. Such an error is made by mistake and not purposely and so should be readily remedied without objection. Any such error(s) made is not binding on the county or any officer.*

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Ratified by Commissioner's: February 1, 2018

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### CALL TO ORDER

Chairperson/County Executive Ted M. Rumley called the meeting to order at 6:00 p.m.

### ROLL CALL COMMISSIONERS

Ted Rumley, Chairperson/County Executive	<b>PRESENT</b>
Robert Goff, Vice Chairman/Commissioner (District 3)	<b>PRESENT</b>
Mitchell Smith, Commissioner (District 1)	<b>PRESENT</b>
Scottie Pittman, Commissioner (District 2)	<b>PRESENT</b>
Allan Bradford, Commissioner (District 4)	<b>PRESENT</b>

### COUNTY STAFF

Robin Rogers, County Attorney	<b>PRESENT</b>
Don Townsend, Clerk to the Board of Commissioners	<b>PRESENT</b>
Rebecca Jones, Deputy Clerk	<b>PRESENT</b>

**WORKSHOP**

1. Approval of agenda (ADOPTED AS AMENDED - APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

The Chairman called for any changes to the workshop or regular agenda. Resolution (R-08-18) Dade County Zero Tolerance Drug & Alcohol Testing Policy was added to the workshop agenda. Chairman Rumley called for approval of the agenda by polling each Commissioner whereas the board unanimously agreed to add the amended agenda to the consent agenda for final approval during the regular meeting.

2. Approval of previous meeting(s) minutes (SPREADED ON THE MINUTES UPON ADOPTION OF THE CONSENT AGENDA)

The Chairman announced the reading from minutes of the December 7, 2017 workshop and regular meetings. The minutes are public record and available for review during normal business hours in the Office of County Clerk located inside the Dade County Commission office in the Administrative building. Chairman Rumley called for approval of the minutes by polling each Commissioner whereas the board unanimously agreed to add all minutes being considered to the consent agenda for final approval during the regular meeting.

3. Review Personnel Status Report (SPREADED ON THE MINUTES UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley called for questions or any changes pertaining to the personnel status report. Hearing none Chairman Rumley called for approval of the personnel status report by polling each Commissioner whereas the board unanimously agreed to add this report to the consent agenda for final approval during the regular meeting.

4. Board Appointments and/or Proclamations (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley announced there were no proclamations for approval to consider at this evening's meeting.

Chairman Rumley called for any appointments. Chairman Rumley announced the vacancy still exists for a member's seat on the Board of Assessor. Commissioner Scott Pittman announced he had two candidates he would like to interview before making a recommendation to fill the vacated seat on the board. Commissioner Robert Goff recommended the board table this appointment until the February 1, 2018 board meeting. Chairman Rumley tabled this agenda item.

5. Approval of SPLOST / Capital Equipment (if any)

There were no items requiring action presently.

6. Approval of FY-2017 Financial Statement (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley introduced the County's Certified Public Accounting firm Henderson, Hutcherson and McCullough (HHM) to present the findings from the FY-2017 Financial Statement for period ending June 30, 2017. Mr. Jason Martin, Partner of HHM announced a clean audit with no findings for 2017. He noted CFO Don Townsend has already forwarded a copy of this audit onto the Georgia Department of Audits and

Accounts prior to December 31, 2017 as required by law. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of the FY-2017 Financial Statement by polling each Commissioner whereas the board unanimously agreed to add the financial statement to the consent agenda for final approval during the regular meeting. A copy of the FY-2017 Financial Statement is attached to these minutes and made a part of the official record.

7. Acknowledgement only – Dade County Public Health Financial Statement for fiscal year 2017 (SPREADED ON THE MINUTES UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley called on Mr. Don Townsend, CFO to discuss item number seven on the agenda. Mr. Townsend noted it was not required by the governing authority to approve the Health Department's audit, but was included solely for the Commissioners inspection only. The Health Department's financials are considered a component unit of the County's annual financial audit and include therein as presented by Henderson, Hutcherson and McCullough. No official action was required.

8. Resolution (R-01-18): Resolution Approving 2018 Qualifying Fees for Local Elected Offices (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-01-18) setting the qualifying fees for local elected offices. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-01-18) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

9. Resolution (R-02-18): Resolution Approving Tax Anticipation Note for Calendar Year 2018 (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-02-18) approving a tax anticipation note from a local financial institution located within the boundaries of Dade County, Georgia. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-02-18) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

10. Resolution (R-03-18): Resolution Approving FY-2017 Budget Amendment of Non-general Funds (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-03-18) approving adoption of a law library budget and other general fund budgets containing estimates of proposed revenues and expenditures. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-03-18) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

11. Resolution (R-04-18): Resolution Designating County Legislative Coordinator for the Association of County Commissioners of Georgia (CLC-ACCG) (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-04-18) to designate Commissioner Robert Goff as the County Legislative Coordinator to represent Dade County, Georgia at the ACCG functions for the upcoming year. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R- 3

04-18) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

12. Resolution (R-05-18): Resolution Authorizing Participation in the ACCG – Interlocal Risk Management Agency (IRMA) Supplemental Medical, Accident, and Disability Fund (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-05-18) authorizing participation in the ACCG-IRMA supplemental medical, accident, and disability fund granting payment of premiums through an agreement established with each Volunteer Fire Department for Firefighter Cancer Coverage for local volunteer firefighters as required by Georgia House Bill 146 (2016-2017), an Act effective January 1, 2018. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-05-18) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

13. Resolution (R-06-18): Resolution Seeking Authorization from General Assembly to Collect Excise Tax ~ Hotel-Motel-Accommodations Tax (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-06-18) seeking authorization from General Assembly to collect excise tax for the County's new Hotel-Motel Accommodations tax passed by Ordinance 02-02-17. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-06-18) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record. The County Clerk was instructed to transmit a copy of this resolution onto our local legislative delegation for introduction to the Georgia General Assembly as local legislation during this year's session.

14. Resolution (R-07-18): Resolution Approving Lease Agreement with the Georgia State Property Commission for Space Rented to the Department of Family Children Services in Dade County Administrative Building (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-07-18) approving lease agreement with the Georgia State Property Commission for rentable space to the Department of Family Children Services inside the Dade County Administrative Building located at 71 Case Avenue, Trenton, Georgia. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-07-18) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

15. Ordinance to Establish City-County Joint Historic Preservation Commission (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended the proposed ordinance establishing a City of Trenton – Dade County Joint Historic Preservation Commission be tabled until the February 1, 2018 regular meeting.

16. Resolution (R-08-18): Resolution Amending the Drug and Alcohol Testing Policy for Federal Transit Administration (FTA) Funded Employees (APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Chairman Rumley recommended passage of resolution (R-08-18) amending the drug and alcohol testing policy for federal transit administration funded employees of Dade County, Georgia. Chairman Rumley called for any questions. Hearing none Chairman Rumley called for approval of resolution (R-08-18) by polling each Commissioner whereas the board unanimously agreed to add the resolution to the consent agenda for final approval during the regular meeting. A copy of this resolution is attached to these minutes and made a part of the official record.

Chairman Rumley called for any additional business to come before the Commission during the work session, hearing none the Chair recessed the workshop meeting at 6:40 p.m. to prepare for the regular meeting to begin.

Respectfully submitted as recorded,

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Don Townsend, Clerk to the Commission

Attest:

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Rebecca Jones, Deputy Clerk



# DADE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING

**Thursday, January 4, 2018**

7:00 p.m. (or following recess from Work Session)

Board of Commissioner's Public Meeting Room ~ Suite 259  
Dade County Government Administrative Building  
71 Case Avenue  
Trenton, Georgia 30752

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## MINUTES

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Ratified by Commissioner's: February 1, 2018

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### **CALL TO ORDER**

Chairperson/County Executive Ted M. Rumley called the meeting to order at 6:44 p.m.

### **ROLL CALL ~ COMMISSIONERS**

Ted Rumley, Chairperson/County Executive	<b>PRESENT</b>
Robert Goff, Vice Chairman/Commissioner (District 3)	<b>PRESENT</b>
Mitchell Smith, Commissioner (District 1)	<b>PRESENT</b>
Scottie Pittman, Commissioner (District 2)	<b>PRESENT</b>
Allan Bradford, Commissioner (District 4)	<b>PRESENT</b>

The Chairman announced a quorum of Commissioners present, and therefore a legal meeting was called to order and in session.

### **COUNTY STAFF**

Robin Rogers, County Attorney	<b>PRESENT</b>
Don Townsend, Clerk to the Board of Commissioners	<b>PRESENT</b>
Rebecca Jones, Deputy Clerk	<b>PRESENT</b>

### **INVOCATION**

Mr. Don Townsend, Chief Financial Officer

### **PLEDGE OF ALLEGIANCE**

Recited in unison

## **ADMINISTRATIVE REPORTS**

*The following monthly reports are verbally made at each regular monthly commission meeting by each respective Commissioner. Comments made and/or administrative reports are not transcribed nor made a part of this record.*

Commissioner's reports were provided:

- Mitchell Smith reported information regarding the following departments:
  - Budget
  - Building and Property
  - Building Maintenance
  - Emergency Services ~ E-911, EMS, EMA
  - Fire Departments – North Dade & Trenton
  - Roads – District 1
- Scottie Pittman reported information regarding the following departments:
  - Budget
  - Fire Departments – Davis & New Home
  - Maintenance Shop
  - Parks & Recreation
  - Public Library
  - Roads – District 2
- Robert Goff reported information regarding the following departments:
  - Budget
  - Economic Development
  - Financial
  - Fire Departments – South Dade
  - Human Resources
  - Roads – District 3
  - Senior Citizens Center
- Allan Bradford reported information regarding the following departments:
  - Budget
  - Fire Departments – New Salem & West Brow
  - Public Transportation
  - Roads – District 4
  - Sanitation
  - Transfer Station

## **APPEARANCES**

- Mr. Alex Case – Mayor of the City of Trenton
- Mrs. Marshana Sharp – Dade County Public Library
- Mrs. Cheryl Painter – Dade County Chamber of Commerce



**FISCAL REPORTS**

Mr. Don Townsend, Chief Financial Officer verbally reported the financial status of Dade County and filed a monthly financial report with each Commissioner. A copy of this report is attached to these minutes and made a part of the official record.

Adoption of the Financial Report (Adopted)

**Motion made by:** Commissioner Robert Goff  
**Seconded by:** Commissioner Allan Bradford  
**Those voting in favor:** 5 – Bradford, Goff, Pittman, Smith, Rumley  
**Those opposed:** 0 – N/A  
**Decision:** Passed by unanimous vote

**LEGAL MATTERS**

Mr. Robin Rogers, County Attorney noted no official actions to be reported.

**UNFINISHED BUSINESS**

There was no unfinished business to discuss or take action upon.

**NEW BUSINESS**

**CONSENT AGENDA**

*All matters listed on the Consent Agenda are considered routine by the County Commission and will be enacted by one motion. No separate discussion will take place on these items. If discussion of any Consent Agenda item is desired, the item will be moved to the Regular Meeting Agenda under New Business for separate consideration.*

Adoption of the Consent Agenda (Adopted As Amended)

**Motion made by:** Commissioner Allan Bradford  
**Seconded by:** Commissioner Robert Goff  
**Those voting in favor:** 5 – Bradford, Goff, Pittman, Smith, Rumley  
**Those opposed:** 0 – N/A  
**Decision:** Passed by unanimous vote

**CITIZENS' PARTICIPATION**

- John Huffman, Ron Weeks, John Talbott

**EXECUTIVE SESSION**

No Executive Session was required.



**ADJOURNMENT**

**Motion made by:** Commissioner Scottie Pittman  
**Seconded by:** Commissioner Robert Goff  
**Those voting in favor:** 5 – Bradford, Goff, Pittman, Smith, Rumley  
**Those opposed:** 0 – N/A  
**Decision:** Passed by unanimous vote

There being no further business Chairman Rumley gaveled the meeting adjourned at 8:05 p.m.

Respectfully submitted as recorded,

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Don Townsend, Clerk to the Commission

Attest:

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Rebecca Jones, Deputy Clerk