

CONSENT AGENDA – October 10, 2017:

1. Pre-Disaster Mitigation Plan Memorandum of Agreement - EMA: Jeff Doles, EMA Director/Fire Chief, has presented a Memorandum of Agreement from the Middle Georgia Regional Commission to provide assistance and facilitation preparing the Multi-Jurisdictional Pre-Disaster Hazard Mitigation Plan update for Peach County and the Cities of Byron and Fort Valley. The Federal Emergency Management Agency (FEMA) has approved a Hazard Mitigation Program award for the update of the Pre-Disaster Mitigation Plan for Peach County. The grant will be used to update the Peach County Multi-Jurisdictional Hazard Mitigation Plan to meet the federal requirements of the Disaster Mitigation Act of 2000. Peach County agrees to pay a maximum of \$18,000.00 to Middle Georgia Regional Commission for the assistance and facilitation, which will be reimbursed to the County using Hazard Mitigation Grant Program funds.

ACTION REQUESTED: To approve the Memorandum of Agreement between Middle Georgia Regional Commission and the Peach County Board of Commissioners to provide facilitation and assistance in preparing the Multi-Jurisdictional Pre-Disaster Hazard Mitigation Plan update for Peach County and to authorize the Chairman to sign the document on behalf of the Board of Commissioners.

2. 2017 Performance Partnership Agreement – GEMA: EMA Director Jeff Doles has presented the 2017 Performance Partnership Agreement renewal between the Georgia Emergency Management Agency-Homeland Security (GEMA-HS) and the Peach County Government, which specifies the responsibilities of both parties for the coming year. Peach County and Peach County EMA agree to meet the requirements specified in the Official Code of Georgia Annotated (Section 38-3-27), the Georgia Emergency Management Act of 1981, as amended, the Federal Emergency Management Agency (FEMA) FY 2017 Emergency Management Preparedness Grant (EMPG) Guidance, and those rules, regulations, and guidelines dictated by the Director of GEMA-HS. GEMA-HS agrees to provide required and necessary state and federal resources to local governments on a timely basis in response to major emergencies and disasters, a comprehensive training and exercise program for emergency personnel, and other critical situational information. In addition, GEMA-HS will provide funding support in the amount of \$8,936.00 pursuant to the 2017 Performance Partnership Agreement. Mr. Doles has recommended that the Board approve the 2017 Performance Partnership Agreement renewal with GEMA.

ACTION REQUESTED: To approve the 2017 Partnership Agreement renewal with GEMA and to authorize the Chairman to sign the Agreement on behalf of the Board of Commissioners.

3. Budget Amendment - Elections: Ms. Adrienne Ray, Elections Supervisor, has requested a budget amendment of \$21,000.00 to Salaries - Temporary in the FY2018 Budget. The regular full-time position of Elections & Registration Assistant has not yet been filled, and the temporary workers are still needed until that position is filled to assist with the reorganization and completion of backlogged tasks required by the state and to assist with the preparation and disbursement of equipment being dispersed to the City of Fort Valley and the City of Byron. The request also includes anticipated funding needed in FY2018 for temporary assistance during advance voting and three (3) election days during the 2018 general election year. Once the full-time Elections & Registration Assistant position is filled, temporary employees will not be needed except during the election period.

Michaela Jones, Assistant Finance Director, has advised that since the Board anticipated having both full-time positions filled prior to the 2018 general election year, the Board included a separate Contingency appropriation of \$10,000.00 in the FY2018 Budget specifically set aside to

pay any needed temporary elections workers during the three (3) election periods that will be occurring within the current budget year.

ACTION REQUESTED: To approve the following Budget Amendment to allow the Elections Office to have temporary workers assist with daily operations until the full-time position of Elections & Registration Assistant is filled:

<u>Budget Amendment – General Fund 100 – FY2018 – Elections</u>			
100.5.1599.57.9000	From:	Contingency	<u>\$ 5,000.00</u>
100.5.1400.51.1300	To:	Salaries – Temporary	<u>\$ 5,000.00</u>

4. **Request to Refill Accounting Technician II Position - Finance:** Marcia W. Johnson, County Administrator, has requested to advertise and refill the full-time Accounting Technician II position that is now vacant due to Janet Smith’s recent promotion to Purchasing Manager.

ACTION REQUESTED: To authorize Marcia W. Johnson, County Administrator, to proceed with advertising and refilling the current full-time Accounting Technician II position vacancy in the Commissioners’ Office.

5. **GEBCorp Retirement Contribution:** Michelle Douglas, Human Resources Manager, has presented the annual statement from GEBCorp for the 2017 Defined Benefit Plan contribution, which states that the recommended contribution for plan year 2017 is \$635,049.00. However, the required contribution is \$0.00. The FY2018 Budget has \$500,000.00 appropriated for this purpose.

ACTION REQUESTED: To approve the payment of the budgeted amount of \$500,000.00 to GEBCorp as Peach County’s contribution to the Peach County Retirement Plan for 2017.

6. **Reauthorize Public Works Director as Appointed Official for Stormwater - Public Works:** Paul Schwindler, Public Works Director, has requested approval to send a letter to the Georgia Department of Natural Resources designating the Peach County Public Works Director as the “Responsible Official” for all matters concerning Stormwater.

ACTION REQUESTED: To reauthorize Paul Schwindler, Public Works Director, as the appointed official for Stormwater and to send a letter to the Georgia Department of Natural Resources, Environmental Protection Division confirming the designation, and to authorize the Chairman to sign the letter on behalf of the Board of Commissioners.

7. **Acceptance of Quotes from H&H Carpets Inc. for Various Projects - Public Works:** Paul Schwindler, Public Works Director, has presented the following quotes from H&H Carpets, Inc. for four (4) carpet replacement projects approved in the FY2018 Budget:

PROJECT	CARPET TILE QUANTITY	CARPET TILE QUOTE	COVE BASE QUANTITY	COVE BASE QUOTE	QUOTE TOTAL	BUDGET
911 Call Center	207 SY	\$ 6,624.00	320 LF	\$ 704.00	\$ 7,328.00	\$ 8,000
Probate Court	255 SY	\$ 8,160.00	800 LF	\$ 1,760.00	\$ 9,920.00	\$ 10,500
Tax Commissioner's Office	150 SY	\$ 4,800.00	400 LF	\$ 880.00	\$ 5,680.00	\$ 6,800
District Attorney's Office	275 SY	\$ 8,800.00	564 LF	\$ 1,240.80	\$ 10,040.80	\$ 10,000
TOTAL	887 SY	\$ 28,384.00	2,084 LF	\$ 4,584.80	\$ 32,968.80	\$ 35,300

H&H Carpets has agreed, as represented by the above quotes, to extend the same unit prices of \$32.00 per square yard for carpet tile and \$2.20 per linear foot for new resilient cove base tile as stated in their response bid submitted recently for the carpet replacement projects at Byron Public Library and Thomas Public Library to these four (4) additional projects. Mr. Schwindler has recommended that the Board accept the quotes from H&H Carpets, Inc. to complete the four (4) carpet replacement projects approved in the FY2018 Budget to expedite the completion of the projects.

ACTION REQUESTED: To accept the recommendation from Paul Schwindler, Public Works Director, to approve the quotes from H&H Carpets, Inc. to complete four (4) additional carpet replacement projects approved in the FY2018 Budget.

8. Request to Bid Aggregate Supply Contracts - Public Roads: Paul Schwindler, Public Works Director, has requested permission to solicit bids for aggregate supply contracts to include eligibility for three (3) additional annual renewals up to a maximum of four (4) contract years for County road projects.

ACTION REQUESTED: To approve the request from Paul Schwindler, Public Works Director, to solicit bids for aggregate supply contracts to include eligibility for three (3) additional annual renewals up to a maximum of four (4) contract years for County road projects.

9. Authorization to Bid Tropical Storm Irma Generated Debris Collection - Public Works: Paul Schwindler, Public Works Director, has requested to solicit bids for debris collection generated by Tropical Storm Irma.

ACTION REQUESTED: To authorize soliciting for bids for debris collection generated by Tropical Storm Irma.

10. Change Order Approval - Southwest Peach Sanitary Sewer-Phase 2 - Public Works: Paul Schwindler, Public Works Director, has requested authorization to approve construction change orders costing less than \$5,000.00 for the Southwest Peach Sanitary Sewer-Phase 2 Project. He has stated that this will help prevent delays in construction.

ACTION REQUESTED: To authorize Paul Schwindler, Public Works Director, to approve construction change orders costing less than \$5,000.00 for the Southwest Peach Sanitary Sewer-Phase 2 Project.