

MINUTES OF HOUSTON COUNTY COMMISSION  
MAY 29, 2007

PRESENT: Chairman Mark S. Culver, Commissioner Curtis Harvey, Commissioner Bobby R. Snellgrove, Commissioner Frances M. Cook, Commissioner Phillip L. Forrester, Gary Sherrer, Attorney, Myer Holloway, Acting Engineer, Roy Roberts, Administrator

ABSENT: Mark Pool, County Engineer

Chairman Mark S. Culver called the 10:00 A.M. meeting to order, established that a quorum was present, and welcomed everyone. Rev. Gillis Crenshaw, Pastor, Rocky Creek United Methodist Church, gave the invocation. Commissioner Harvey led in the Pledge of Allegiance.

Commissioner Cook made a motion to approve the minutes of the last meeting. Commissioner Harvey seconded; and the motion carried unanimously.

#### Announcements and Public Comments from Chairman and Commissioners

Chairman Culver asked Ms. Sherri Stephenson to come forward and introduced her as the new Human Resources Director. He reported she had been in the banking industry for approximately 20 years and brought a lot of experience with her. He stated within the next few days she would be meeting with the administrator, payroll clerk, and various department heads to become familiar with county procedures.

The chairman reminded everyone to go to the polls on June 5<sup>th</sup> to vote on the two amendments that would be on the ballot. He pointed out the voting places are the locations for the gubernatorial and presidential elections.

#### Consent Agenda

1. Request to award bid for in-car cameras for Sheriff's Department.
2. Request to award bids for one (1) thirty one cubic yard garbage truck and fertilizer.

Commissioner Harvey made a motion to approve the consent agenda to award the bids for in-car cameras for the Sheriff's Department to WatchGuard Video, the low bidder meeting specs, in the amount of \$4,897.00 each, one thirty one cubic yard garbage truck to Gulf Coast Truck and Equipment Co., low bidder meeting specs, in the amount of \$179,386.86, and fertilizer to Farmers Coop of Ashford, low bidder meeting specs, in the amount of \$375.00 per ton bulk or \$10.00 per 50 lb. bag. Commissioner Cook seconded; and the motion carried unanimously. (Please see attached bid summary sheets in Minute Book)

## Regular Agenda

### 1. Request to approve Credit Card Policy and Procedure.

Commissioner Cook made a motion to approve the Credit Card Policy and Procedure as presented. Commissioner Harvey seconded the motion. Chairman Culver reported Mr. Roberts had provided this information on Thursday and it is basically prepared in a question and answer format. Commissioner Snellgrove thanked Mr. Roberts for his efforts in obtaining the credit card. Chairman Culver called for the question; and the motion carried unanimously. (Please see in Policy Manual)

### 2. Request from RACES (Radio Amateur Civil Emergency Service) to place an additional amateur radio repeater on the roof of the Admin Building.

Commissioner Cook made a motion to approve the request from RACES (Radio Amateur Civil Emergency Service) to place an additional amateur radio repeater on the roof of the Admin Building. Commissioner Forrester seconded the motion. Commissioner Forrester asked how this organization differed from the HAM operators? Mr. Clark Matthews reported RACES is the new name for the HAM operators. Mr. Matthews stated these people volunteer with EMA in the event of a hurricane. He reported the group already has one repeater and this would be an additional one. Commissioner Cook asked if Mr. Matthews had stated on Thursday that this would cover an area that is not covered right now and this would be beneficial to the county? Mr. Matthews stated yes. He pointed out he had been advised there is a void area downtown and this will help cover that area. Chairman Culver reported this organization is very beneficial and an important cog in the work that goes on when the county has an event. He stated they are out there working, and they do an excellent job in working hand and hand with EMA and the other entities. Mr. Matthews reported that FEMA and the Department of Homeland Security is pushing them to make this group an integral part of their office and communications too. Commissioner Forrester reported he had attended a seminar in Washington in February where a presentation was made by two individuals from Jackson County, Mississippi in regard to Hurricane Katrina and they could not say enough about how helpful the HAM operators were. He stated the HAM operators were able to get things done that nobody else's communication areas could get done. The chairman called for the question; and the motion carried unanimously.

### 3. Request to adopt Resolution for Municipal Water Pollution Prevention Program. (MWPP)

Commissioner Cook made a motion to adopt the resolution for the Municipal Water Pollution Prevention Program (MWPP). Commissioner Forrester seconded the motion. Mr. Roberts stated the program has requirements that

annual reporting is done on the treatment plant at the industrial park. He reported the resolution is basically the acknowledgement by the commission that the report has been prepared and submitted to the commission and reviewed by the commission. Mr. Roberts stated that is submitted along with the report back to ADEM. He reported it is a good report. The chairman called for the question; and the motion carried unanimously. (Please see in Resolution Book)

4. Request to renew contract with Jerry Richards on the maintenance of the Houston County Industrial Park Wastewater Treatment plant.

Commissioner Cook made a motion to approve the request to renew the contract with Jerry Richards on the maintenance of the Houston County Industrial Park Wastewater Treatment plant. Commissioner Harvey seconded the motion. Mr. Roberts reported the contract has a \$100.00 per month increase in the fee which has not been increased since 2000. He stated the increase is well deserved. Chairman Culver reported they discussed on Thursday that the county has not received any findings, and has had no issues, and that he believed that Mr. Richards is going above and beyond the contracted things. Commissioner Cook asked if this contract would be for five years? Mr. Roberts stated yes, and it will help the county to lock the rate in during that period. Chairman Culver called for the question; and the motion carried unanimously.

5. Request to approve preliminary plat on Ravenwood Subdivision.

Acting engineer Myer Holloway reported this subdivision is located in the Town of Taylor on Paulk Road, and has 20 lots. Commissioner Harvey made a motion to approve the preliminary plat on Ravenwood Subdivision. Commissioner Cook seconded; and the motion carried unanimously.

6. Request to accept one right-of-way deed for James Lane.

Commissioner Harvey made a motion to accept one right-of-way deed for James Lane. Commissioner Snellgrove seconded the motion. The chairman called for the question; and the motion carried unanimously.

7. Request to purchase three construction grapples.

Commissioner Cook made a motion to purchase three construction grapples. Commissioner Harvey seconded the motion. Chairman Culver reported Mr. Pool's explanation was that he was under budget in his equipment and by purchasing these it would give the county a total of five vehicles that could clear debris and help our county to be better prepared for the storm or hurricane that we are going to get at some point in the future. Commissioner Snellgrove asked about the cost? Mr. Holloway stated he was not sure what the cost would be. Mr. Justin Barfield reported they would be around \$7,500 to \$8,000 each. Commissioner Snellgrove asked if these fell under the bid law? Chairman Culver

reported it was his understanding they would have to be bid out. The chairman stated Mr. Pool is just advising the commission of purchasing these items. He reported these are not budgeted items but they are within the budget. He pointed out Mr. Pool has underspent on his equipment purchases and he has money in his budget to buy these items. Mr. Holloway reported there is money available but it was not specifically budgeted for the three grapples. Mr. Roberts reported there are sufficient funds in Mr. Pool's budget without having to do a budget amendment. Mr. Roberts pointed out because this involves capital expenditure it is the policy of the commission that those items have to be approved by the commission. The chairman called for the question; and the motion carried unanimously.

#### Reports from Staff:

- a. County Administrator – there was no report.
- b. County Engineer

Mr. Holloway reported the bridge on Hopkins Road was under construction. He stated they are working on paving Barbara Lee Road and Frith Hill Road.

- c. County Attorney – there was no report.

Chairman Culver asked about the report on the Chattahoochee State Park? He stated he understood they had a really good weekend with good attendance and a lot of fish were caught. Mr. Holloway stated he was not sure what the numbers were at the park. He reported he had watched television reports on other parks around the area and they had good attendance. Commissioner Snellgrove reported he went to the park and there was a large turnout with a lot of fishing, swimming, and picnicking.

Adjourn.

Commissioner Harvey made a motion to adjourn. Commissioner Cook seconded and the motion carried unanimously.