

**COFFEE COUNTY BOARD OF COMMISSION
REGULAR MEETING
MONDAY, DECEMBER 5, 2022
9:35 O'CLOCK A.M.
COMMISSIONERS MEETING ROOM**

Coffee County Board of Commissioners met in regular session on Monday, December 5, 2022, at 9:35 o'clock a.m. with the following present: Chairman AJ Dovers, Vice-Chairman Ted O'Steen, Commissioners Johnny Wayne Jowers, Jimmy Kitchens and Oscar Paulk. Also present were County Administrator Wesley Vickers, County Clerk Tracie Vickers and County Attorney Tony Rowell. Also present were Agency Directors/Department Heads and members of the public.

Chairman Dovers called the meeting to order and welcomed everyone. Commissioner Jimmy Kitchens asked Attorney Tony Rowell to give the invocation. Everyone participated in the pledge of allegiance to the flag of the United States of America.

Chairman Dovers announced the Courthouse will be closed on Friday, December 23rd and Monday, December 26th in observance of Christmas.

Chairman Dovers encouraged everyone to vote tomorrow.

Chairman Dovers asked for a motion to approve the minutes for the Pre-Meeting and the Regular Meeting held on November 7, 2022 the Executive Session held on November 7, 2022, the Special Called Work Session held on November 7, 2022 and the Executive Session held during the Special Called Work Session held on November 7, 2022. Commissioner Paulk made a motion to approve the minutes. This was seconded by Commissioner Kitchens. All Commissioners unanimously agreed.

Chairman Dovers asked for a motion to approve the agenda. Commissioner Jowers made a motion to approve the agenda. Commissioner Paulk seconded the motion. All Commissioners unanimously agreed.

Attorney Rowell stated this is an application for a corporation name change for the alcohol license for Mr. Mubarak Kathiya for Satilla Country Junction located at 7505 Old Axson Road. Chairman Dovers asked for a motion to approve or reject the alcohol license for Mr. Mubarak Kathiya for Satilla Country Junction located at 7505 Old Axson Highway. Commissioner Kitchens made a motion to approve the alcohol license for Satilla Country Junction. Commissioner Jowers seconded the motion. All Commissioners unanimously agreed.

County Administrator Vickers stated that the County is required to adopt the Resolution for the Language Access Plan. The County presently has two CDBG grants and is required to adopt the revised Language Access plan under the guidelines. Chairman Dovers asked for a motion to approve the Resolution for the adoption of the Revised Language Access Plan for GA DCA, HUD and other federally funded grant programs. Commissioner Jowers made a motion to approve the Resolution for the adoption of the Revised Language Access Plan for GA DCA, HUD and other federally funded grant programs. Commissioner O'Steen seconded the motion. All Commissioners unanimously agreed.

County Administrator Vickers reviewed the Intergovernmental Agreement between Coffee County, City of Ambrose, City of Broxton for the Management of State Aide Road Resurfacing Projects. Mr. Vickers stated this is the same agreement that the County has each year to manage resurfacing projects for the smaller Cities. Chairman Dovers asked for a motion to approve or reject the Intergovernmental Agreement between Coffee County, City of Ambrose, and the City of Broxton for the Management of State Aide Road resurfacing Projects. Commissioner O'steen made a motion to approve the Intergovernmental Agreement. Commissioner Paulk seconded the motion. All Commissioners unanimously agreed.

County Administrator Vickers reviewed the FY 2022 budget amendments. The General fund has an increase of \$260,000.00 in expenditures and the Revenues increase by \$260,000.00 so there is no net effect on the bottom line. The Special District Fund has an increase of \$139,000.00 in expenditures and the revenues increase by \$139,000.00 so there is no net effect on the bottom line. This is ready for approval today. Chairman Dovers asked for a motion to approve or reject the FY 2022 budget amendments. Commissioner O'Steen made a motion to approve the FY 2022 budget amendments. Commissioner Paulk seconded the motion. All Commissioners unanimously agreed.

County Administrator Vickers stated there was a public hearing for the FY 2023 budget held on November 21, 2022. The FY 2023 budget has been properly advertised. The proposed FY 2023 General fund budget is \$20,015,200.00 and the proposed Special Revenue Fund budget is \$15,668,900.00. The General fund increased approximately 6 ½% over the past year. Much of this increase is due to fuel and personnel cost. Chairman Dovers asked for a motion to approve or reject the FY 2023 budget. Commissioner Kitchens made a motion to approve the FY 2023 budget. Commissioner O'Steen seconded the motion. All Commissioners unanimously agreed.

County Administrator Vickers stated the County has received bids on November 18, 2022 for the Callaway, Lakespur and Ashby Road Construction project. The bids received were as follows:

Griffin Grading & Concrete, LLC	\$454,418.43
East Coast Asphalt, LLC	\$561,522.95
Douglas Electrical & Plumbing Company, Inc.	\$567,487.05
Allen Owens Construction & Paving, Inc.	\$598,180.60

Mr. Vickers stated the low bid was Griffin Grading & Concrete, LLC. This bid is significantly less than the engineers budgeted. Statewide Engineering, Inc. recommends the low bid of Griffin Grading & Concrete, LLC. Chairman Dovers asked for a motion to approve or reject the bid for Callaway, Lakespur, and Ashby Road Construction. Commissioner Jowers made a motion to approve the low bid of Griffin Grading & Concrete, LLC of \$454,418.43. Commissioner Kitchens seconded the motion. All Commissioners unanimously agreed.

County Administrator Vickers stated this is the standard architect contract with Suttles and Associates for the design of the new administration building. The fees for architect services will be 6% of construction cost. Chairman Dovers asked for a motion to approve or reject the architect contract for design of the new administrative building. Commissioner Paulk made a motion to approve the Contract for Architect Services with Suttles and Associates, Architects. Commissioner Kitchens seconded the motion. All Commissioners unanimously agreed.

County Administrator Vickers stated the SCBA's were on the previous months agenda. The Commission decided to rebid this at the last Commissioners Meeting. This is for Scott air packs. The bids received at that time are as follows:

Fisher Scientific	\$715,402.00
MES Municipal Emergency Services	\$846,245.00

The bid is for (92) SCBA's, 184 Cylinders, 103 Face Pieces and 2 Rapid Intervention Kits and Fit Test. Also with the Fisher Scientific bid there is a 5 year guaranteed rate for required annual service / flow test for \$35.00 per unit. These will be paid out of SPLOST funds and the Insurance Premium Tax Fund.

Chairman Dovers asked for a motion to approve the bid for the purchase of Fire Department SCBA's. Commissioner Jowers made a motion to approve the purchase of Fire Department SCBA's from Fischer Scientific for \$715,402.00. Commissioner Kitchens seconded the motion. All Commissioners unanimously agreed.

County Attorney Rowell stated the County has discussed this purchase of real estate in Executive Session. The County has the opportunity to purchase property that will provide adequate sand for the use of the County Road Department for a duration of time. The price of the property is \$235,000.00. The specifics of which are set out in the contract for your review. We need a motion to approve the contract for the purchase of the property and give the Chairman the authorization to execute any documents for the purchase and transaction. Chairman Dovers asked for a motion to approve or reject the contract as outlined by Attorney Rowell to purchase real estate. Chairman Kitchens made a motion to approve the contract for the purchase of the property and give the Chairman the authority to execute any documents arising in closing. Commissioner O'Steen seconded the motion. All Commissioners unanimously agreed.

There were no comments from the audience.

Chairman Dovers asked for a motion to adjourn the Regular Meeting. Commissioner Jowers made a motion to adjourn the regular meeting at 9:50 o'clock a.m. and this was seconded by Commissioner Paulk. All Commissioners unanimously agreed.

County Clerk

Chairman