

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL MEETING MINUTES
EMERGENCY OPERATIONS CENTER (EOC) – 8:00 AM CT
September 8, 2014**

PRESENT AND ACTING:

COMMISSIONERS:

**THOMAS G. FLOWERS, CHAIRMAN
WOODROW "LEE" SHELTON, VICE-CHAIRMAN
DARRELL MCDOUGALD**

**BECKY BROWN, DEPUTY CLERK
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER**

The meeting was called to order by Chairman Flowers at 8:00 a.m., CT. who turned the meeting over to Joe Wood.

Mr. Wood asked the Board for their permission to move forward with plans for a ground breaking ceremony for the Pine Island Water System; the date and time has not yet been determined. The Commissioners by consensus agreed to move forward with the Pine Island Water System ground breaking ceremony.

Mr. Wood reminded the Board there are three available dates in December to hold the County Christmas Party at the Neal Civic Center. The dates are December 5th, December 12th and December 19th. The Board members stated they were agreeable to having the party at the Neal Civic Center similar to the party last year. Mr. Wood recommended having the Christmas Party on Friday December 12th. It was mentioned there is \$400 left over from last year and Mr. Wood will be getting with the Constitutional Officers and Commissioners for personal contributions. The Board agreed by consensus to hold the party on December 12th at the Neal Civic Center.

Mr. Wood advised the Board the Maintenance and Road Departments need to purchase some equipment before the end of the fiscal year. Mr. Wood asked the Board to set aside the procurement policy and purchase two (2) Scag mowers under the State Contract; one for the Road Department and one for the Maintenance Department. The cost of the mowers is approximately \$9,000 to \$10,000 each. Mr. Wood further explained the Road Department needs a mower for residential areas not within the City limits and there are adequate funds available in the Road Department budget from the auction proceeds. Mr. Wood also explained Mr. Tim Jenks, Maintenance Superintendent has to upgrade his mower fleet yearly due to wear and tear on the equipment from mowing all the parks and has budget funds available in Parks and Recreation for the purchase. Commissioner McDougald expressed his concern about using the auction proceeds for a Road Department mower and Mr. Wood explained there are adequate funds for the mower, service truck and hot asphalt trailer.

- ❖ Commissioner McDougald made the motion to set aside the procurement policy for the purchase of two Scag mowers. Commissioner Shelton seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 3-0.

Mr. Wood asked the Board to make a decision on what to do for County employees with annual leave balances in excess of 240 hours noting there are three possibilities. Mr. Wood summed up the Board Personnel Policy by stating annual leave in excess of 240 hours at the end of the fiscal year will be forfeited and will not carry over to the new fiscal year. Mr. Wood also mentioned the Board in previous years has paid employees for excess leave. Mr. Wood noted last year the Board discussed requiring employees to take their leave before the end of the fiscal year; however, the Board did not vote on the matter. Mr. Wood further explained because payments to employees with excess leave balances have been made year after year the Board should formally (by vote) address the matter and make a determination. Mr. Wood outlined three options for the Board regarding excess annual leave: require employees to take their time off or forfeit excess hours, allow employees to roll excess (over 240) into the next fiscal year, or purchase and pay for excess hours. Mr. Wood asked the Board to make a decision today because the end of the fiscal year is September 30th and employees will need to be informed as soon as possible to allow them to take their leave by September 30th if the Board does not choose to pay for or roll over excess hours. Chairman Flowers advised the money has always been found to pay for leave in excess of 240 hours. Mr. Flowers advised he doesn't mind paying it as long as the funds are available but feels like this Board wants a motion and doesn't know if they want it with the three of us in attendance at this meeting or with the full Board to follow the policy. Mr. Flowers feels like it would be fair to pay it at this point and bring it up before the full board to have a fair and equal say in it. Commissioner McDougald advised he doesn't mind paying but it isn't fair for the ones who have been instructed to take their time off. Mr. Wood advised there are some employees at the Road Department not included in this due to being governed by the Union policy and the Board cannot change or modify the Union policy. The Clerk read the names of employees with more than 240 hours of annual leave: Bill Adkins, Dowling Parrish, Tammy Rushing, Joe Wood, Angie Smith, James Ammons, Henry McCallip and Cathy Davis. The Clerk, further advised Cathy Davis' salary is funded one-fourth by Calhoun County and payment to Ms. Davis would require prior approval from the other three counties. (Mrs. Davis was recently advised she will need to take her leave prior to the end of the fiscal year.) Mr. Wood advised if excess leave is allowed to roll into the next fiscal year then it needs to be used by June 30, 2015 due to the retirement of the Building Official.

- ❖ Chairman Flowers made the motion to pay employees for their excess annual leave as long as there are adequate funds available in each budget affected. Commissioner Shelton seconded the motion. The Chairman called for public comment. Mr. Gene Bailey asked why there is a policy if you are not going to follow it and you give them historically set holidays but you always come back and add another holiday. Chairman Flowers advised the Union policy is there and has been there many years. There was discussion of employees who would be affected and what to do if there wasn't adequate funds in their budget. The Clerk mentioned in the future it may be necessary to enter into an inter-local agreement with another local government so the Building Official will have someone to cover inspections while on vacation. Chairman Flowers asked if there were any suggestions. Being no further public comment the motion passed unanimously 3-0. (The Board did not address anything other than paying for hours in excess of 240 as long as there are adequate funds in each budget affected.)

CARLA A. HAND – CLERK OF COURT AND COUNTY COMPTROLLER

The Clerk advised the Board of the Sheriff's Office Victims of Crime Act (VOCA) Grant including the match requirement. (The office space provided to the Sheriff's Office in the old courthouse qualifies as a grant match.) The Clerk asked the Board to execute a Memorandum of Support and Commitment for office space as a match for the VOCA grant. The office space is located in the Historical Calhoun County Courthouse and is valued at \$3,600 per year.

- ❖ Commissioner McDougald made the motion to execute the Memorandum of Support and Commitment for office space in the Historical Calhoun County Courthouse as a match for the VOCA grant. Chairman Flowers seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 3-0.

Ms. Rita Maupin, Library Director, stated she has completed the application for Library State Aid (Grant) and needs the signatures of the Chairman and the Clerk on the application.


- ❖ Commissioner McDougald made the motion for the Chairman and the Clerk to execute the State Aid Grant application. Commissioner Shelton seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 3-0.

The meeting adjourned.



THOMAS G. FLOWERS, CHAIRMAN

ATTEST:



CARLA A. HAND, CLERK