



**BALDWIN COUNTY COMMISSIONERS
PUBLIC HEARING AND
REGULAR MEETING
November 15, 2022
1601 N Columbia St, Suite 220
6:00 PM**

MINUTES

MEMBERS PRESENT

Henry Craig
John Westmoreland
Kendrick Butts
Emily Davis
Sammy Hall

OTHERS PRESENT

David McRee
Carlos Tobar
Dawn Hudson
Cindy Cunningham

CALL TO ORDER

Chairman Henry Craig called the Public Hearing and Regular Meeting to order at 6:00 p.m.

INVOCATION

Dr. Gloria Wicker delivered the invocation.

PRESENTATION OF COLORS

Baldwin High School Naval JROTC presented colors.

PLEDGE OF ALLEGIANCE

Chairman Craig led the pledge.

PUBLIC HEARING – FY 2023 Budget

Assistant County Manager Dawn Hudson presented information on the Fiscal Year 2023 Budget. She discussed revenues and expenditures totaling \$25,800,000 for the General Fund budget. She reported tax revenue makes up 79% of General Fund revenue with the budget based on property tax revenue of \$15,200,000 and Local Option Sales Tax (LOST) revenue estimated at \$5,300,000. Grant revenue is \$1,822,000 in 2023; charges for services remain the same at \$2,241,000; fines and forfeitures expected to be \$679,000 and other revenue of \$99,000. Ms. Hudson highlighted General Fund Expenditures reporting an 8% cost of living adjustment for classified employees to bring the minimum starting salary to \$15.00 per hour. She stated also included are increases in the retirement contribution and insurance costs, cost of supplies and maintenance costs. She said the FY 2023 budget includes a modest contingency of \$216,000. Ms. Hudson explained the majority of expenditures are for mandated services with discretionary services comprising a very small part of the budget.

Ms. Hudson discussed the following Special Revenue Funds which account for the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes. She stated Special District Funds account for each special taxing district in a separate fund whereby a government may provide services only in the unincorporated area of the County and tax only those properties located in the unincorporated area to pay for these services. The Unincorporated Service Fund is a special revenue fund for the unincorporated area only with the major source of revenue being the insurance premium tax which is dedicated for fire services. The Solid Waste Disposal Fund accounts for collection and disposal of solid waste in the unincorporated area of the County. She stated the contract with Waste Management Services was extended in July 2021 and the current fee is \$18.54 which will cover the current estimated cost of \$2,500,000. The E911 Fund accounts for operations of

E911 center, and E911 fees are expected to remain the same in fiscal year 2023. Ms. Hudson stated the \$307,000 revenue shortfall will be covered by General Fund Revenue.

Ms. Hudson reported enterprise funds may be used to report any activity for which a fee is charged to external users for goods and services. The County has a Water & Sewer Enterprise Fund with operating revenues for FY 23 estimated at \$5,300,000 based on current water and sewer rates. She stated budgeted revenues are sufficient to cover operating and debt service costs. Ms. Hudson reported the County currently has 9,570 water customers and 1,865 sewer customers with the average water usage of 4,800 gallons and the average bill being \$45.98.

Ms. Hudson reported the current Special Local Option Sales Tax (SPLOST) expires in March 2024. The SPLOST extension passed by referendum in March 2017 and collections began in April 2018. She discussed projects included in the SPLOST including the Government Building, Courthouse renovations, law enforcement facilities and equipment, health facilities, recreation aquatics facility, fire administration facilities and equipment, economic development, public works facilities and equipment, roads and bridges, water and sewer, animal control facilities and equipment and City projects.

County Manager Carlos Tobar stated the County has also repurposed buildings such as the previous health department building which now houses EMS, EMA and Drug Task Force; the UGA Extension Office moved into the building that previously housed the Drug Task Force and the Water Department building was renovated for the Adult Treatment Court offices, and the Nelson Road culvert was installed among other projects.

Ms. Cindy Humphrey asked about projects that may be unfinished when tax collections stop. Ms. Hudson responded that even when collections stop the money is still there to finish the projects.

Assistant County Manager Hudson stated the budget is scheduled for adoption at the December 6, 2022 Regular Meeting.

Commissioner Emily Davis made a motion to close the Public Hearing at 6:30 p.m. Commissioner Sammy Hall seconded the motion and it passed unanimously.

APPROVAL OF MINUTES

Vice Chairman John Westmoreland made a motion to approve the minutes of the October 18, 2022 Work Session, October 18, 2022 Regular Meeting, October 18, 2022 Executive Session, and October 24, 2022 Planning Session. Commissioner Kendrick Butts seconded the motion and it passed unanimously.

PRESENTATION

Dr. Noris Price, Superintendent of Baldwin County Schools presented an update on the Baldwin County School District including the various schools, demographics, the strategic plan and the mission and vision.

ADMINISTRATIVE / FISCAL MATTERS

Food Service Fees

Mr. Colin Duke, with the Baldwin County Health Department, presented information about the proposed Food Service Fees. He discussed current annual food service fees, factors used to calculate current and proposed fees, frequency of inspections, time required for routine inspections and follow-ups. Mr. Duke presented examples for random establishments in Baldwin County and how the proposed increase in fees would affect the fees charged.

Mr. Duke requested approval from the Board for proposed food service fees.

Commissioner Butts requested additional information about local food service establishments and fees. Mr. Duke stated he would provide additional information as requested.

Commissioner Kendrick Butts made a motion to accept the food service fees as presented. Commissioner Emily Davis seconded the motion and it passed unanimously.

Airport Capital Improvement Plan (CIP)

County Manager Carlos Tobar stated Mr. Wolfgang had given an update on the Airport and the Capital Improvement Plan at the Work Session, and he had no additional comments.

Commissioner Sammy Hall made a motion to approve the Airport Capital Improvement Plan as presented. Vice Chairman John Westmoreland seconded the motion and it passed unanimously.

Improving Neighborhood Outcomes in Disproportionally Impacted Communities

County Manager Carlos Tobar discussed grant applications for security cameras, Harrisburg project, a park at the Government Building and the aquatic center.

Mr. William Bailey and Mr. Sean Held addressed the Board in opposition to cameras being placed throughout the County.

Major Scott Deason responded that there is no expectation of privacy on a public roadway, and technology is a great help with solving crimes. He stated the Department must use every available resource since being so understaffed, and it is truly an effort for law enforcement to help provide a safe community.

Mr. Tobar reported three of the four grant applications are requesting 100% funding. The Aquatic Center application is for \$2,000,000 with a project total of \$5,000,000. He stated the application for cameras is for funding to purchase additional cameras to be placed throughout the County in crime ridden areas and entrances into the County to assist in solving crime. The Harrisburg project is to improve the alignment of an intersection and improve safety into park. The proposed park at the Government Building will include a pickle ball court, water park and restroom.

Mr. Tobar stated any grant awards will come back before the Board for acceptance.

Commissioner Sammy Hall made a motion to approve the submission of grants as presented. Commissioner Kendrick Butts seconded the motion and it passed unanimously.

Service Delivery Strategy (SDS) Housing Revitalization Form

County Manager Tobar reported there is a housing component in the Comprehensive Plan; however, there is not a Housing Revitalization Form in the Service Delivery Strategy. Mr. Tobar stated since Baldwin County is now a GICH community we can apply for CDBG funds each year; however, the application must have a \$250,000 housing component. In order to apply for these grants the SDS must have a Housing Revitalization form. He presented a Resolution to authorize an amendment to the Service Delivery Strategy to approve including an SDS Form for Housing Revitalization. He stated this is a Joint Resolution that must be adopted by the City as well.

Commissioner Kendrick Butts made a motion to adopt the Resolution as presented. Commissioner Emily Davis seconded the motion.

Commissioner Sammy Hall stated there is a misspelled word in the document that should be corrected.

Commissioner Kendrick Butts amended the motion to approve the Resolution with noted correction. Commissioner Emily Davis accepted the amendment and the motion passed unanimously.

A copy of the Resolution is herewith attached and made an official part of the minutes at pages 90 and 91.

Proposed Amendment to Personnel Policies

Commissioner Kendrick Butts requested the Juneteenth Holiday be made an official County Holiday.

Commissioner Sammy Hall stated the County currently has eleven holidays and it costs the County approximately \$48,000 per day for each holiday.

After discussion, Commissioner Sammy Hall made a motion to table the matter. Vice Chairman John Westmoreland seconded the motion and it failed by the following vote:

Aye: Hall, Westmoreland

Nay: Butts, Davis, Craig

Commissioner Kendrick Butts made a motion to amend the County Personnel Policies to include the Juneteenth Holiday as an official County holiday. Commissioner Emily Davis seconded the motion and it passed by the following vote:

Aye: Butts, Davis, Craig

Nay: Hall, Westmoreland

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

There was no new business to come before the Board.

COUNTY MANAGER'S REPORT

County Manager Carlos Tobar presented an update on County projects to include the installation of defibrillators in County facilities; a grant application for boxes of Naloxone has been submitted by Grady EMS, and Baldwin County will receive \$22,609.78 as an opioid settlement; BCHIP presentation will be at the Eggs & Issues November 16th; a Kick Off meeting and Public Hearing for the 2022 CDBG will be held November 17th; a Comprehensive Plan meeting will be held November 30th for the development of the community work program; the zoning map is finished and will be distributed to Commissioners for their review and the Airport will be closed November 21st – January 7th.

PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS

There were no public comments for non-agenda items to come before the Board.

EXECUTIVE SESSION

Commissioner Sammy Hall made a motion to postpone the Executive Session until the December 6th meeting. Commissioner Emily Davis seconded the motion and it passed unanimously.

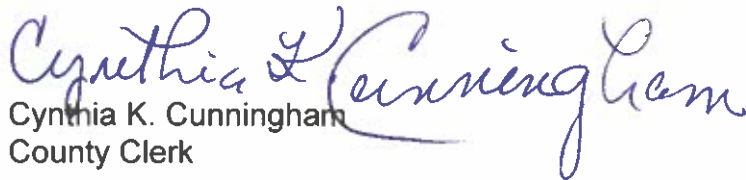
ADJOURNMENT

Vice Chairman John Westmoreland made a motion to adjourn the Regular Meeting at 7:55 p.m. Commissioner Emily Davis seconded the motion and it passed unanimously.

Respectfully submitted,



Henry R. Craig
Chairman



Cynthia K. Cunningham
County Clerk

AN AMENDED JOINT RESOLUTION OF BALDWIN COUNTY, GEORGIA, AND THE CITY OF MILLEDGEVILLE, GEORGIA, APPROVING REVISED FORM PERTAINING TO THE DELIVERY AND FUNDING OF CERTAIN SERVICES PURSUANT TO THE SERVICE DELIVERY ACT, AND FOR OTHER PURPOSES.

WITNESSETH:

WHEREAS, Baldwin County, Georgia ("County") is a duly formed political subdivision of the State of Georgia;

WHEREAS, the City of Milledgeville, Georgia ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia;

WHEREAS, the Service Delivery Act, O.C.G.A. § 36-70-20, et seq., requires each county and all cities located therein to develop, approve, and implement a service delivery strategy that specifies the manner in which all local governmental services will be provided and funded; and

WHEREAS, the Service Delivery Act also requires the periodic review and revision of service delivery strategies upon the occurrence of any one of the six conditions specified in O.C.G.A. § 36-70-28(b); and

WHEREAS, the City and the County are each authorized to levy taxes, and to expend tax moneys and other available funds; and

WHEREAS, the City and the County are authorized to enter into this intergovernmental agreement by virtue of the provision of the Constitution and Laws of the State of Georgia; and

WHEREAS, on February 6, 2020, the City and the County jointly adopted a Resolution approving of and adopting Service Delivery Strategy forms and Intergovernmental Agreements for the provision and funding of local government services;

WHEREAS, the City and the County have determined that it is in best interests of each of them to include SDS Form for Housing for the benefit of the City, the County, and their citizens;

THEREFORE, IT IS NOW JOINTLY RESOLVED BY THE BALDWIN COUNTY BOARD OF COMMISSIONERS AND THE CITY COUNCIL OF THE CITY OF MILLEDGEVILLE, GEORGIA AS FOLLOWS:

- I. Incorporation of Recitals.** The above stated recitals are true and correct and are incorporated as though fully set forth herein.
 - II. Acceptance of Amended Service Delivery Strategy Agreement.** The County and City hereby jointly approve including SDS Form for Housing as an amendment to the Service Delivery Strategy Agreement jointly approved by both parties on February 6, 2020.
 - III. Authorization of the Chairman, County Attorney, and Clerk.** The Baldwin County Board of Commissioners hereby authorizes the County Attorney or Special Counsel to submit SDS Form for Housing and transmit same to the Department of Community Affairs for verification.
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IV. **Authorization of the Mayor, City Attorney, and Clerk.** The City of Milledgeville Mayor and City Council hereby authorizes the County to transmit the Service Delivery Form for Housing to the Department of Community Affairs for verification.

V. **Term.** Unless otherwise provided in the amended Service Delivery Strategy, the revised Baldwin County Service Delivery Strategy shall have a term that expires as of February 28, 2030.

VI. **Merger.** This amendment is not intended and does not alter in any way any other term, form, map or provision of the Service Delivery Strategy Agreement entered into jointly by the parties on February 6, 2020. Said agreement is merged in accordance with this amendment as though it is one Agreement and the parties are authorized to substitute documents in the February 6, 2020 Agreement as that agreement is amended pursuant to this Amendment. To the extent necessary, the February 6, 2020 Agreement as amended herein is readopted and approved.

VII. **Severability.** To the extent any portion of this Resolution is declared to be invalid, unenforceable, or nonbinding, that shall not affect the remaining portions of this Resolution.

VIII. **Effective Date.** This Resolution shall take effect immediately but does not alter the agreed upon effective date for purpose of the Term amended Service Strategy Agreement.

THIS RESOLUTION adopted this 15 day of November, 2022

The Mayor and Alderman of the
City of Milledgeville

Baldwin County, Georgia

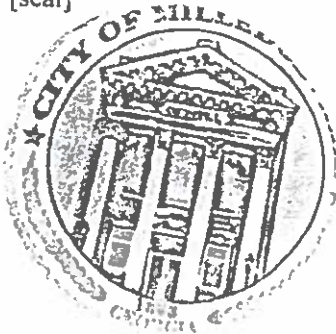
By: Marybetham Coplan
Mayor

By: H. R. King
Chairman, Board of Commissioners

Attest: [Signature]
City Clerk

Attest: Cynthia K. Cunningham
County Clerk

[seal]



Adopted by Board of Commissioners
November 15, 2022

[seal]





SERVICE DELIVERY STRATEGY

FORM 2: Summary of Service Delivery Arrangements

Instructions:

Make copies of this form and complete one for each service listed on FORM 1, Section IV. Use EXACTLY the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

COUNTY: BALDWIN COUNTY

Service: *Housing Revitalization*

1. Check one box that best describes the agreed upon delivery arrangement for this service:

- a.) Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider. (If this box is checked, identify the government, authority or organization providing the service.): **Type Name of Government, Authority or Organization Here**
- b.) Service will be provided only in the unincorporated portion of the county by a single service provider. (If this box is checked, identify the government, authority or organization providing the service.): **Baldwin County**
- c.) One or more cities will provide this service only within their incorporated boundaries, and the service will not be provided in unincorporated areas. (If this box is checked, identify the government(s), authority or organization providing the service: **Type Name of Government, Authority or Organization Here**
- d.) One or more cities will provide this service only within their incorporated boundaries, and the county will provide the service in unincorporated areas. (If this box is checked, identify the government(s), authority or organization providing the service.): **Type Name of Government, Authority or Organization Here**
- e.) Other (If this box is checked, attach a legible map delineating the service area of each service provider, and identify the government, authority, or other organization that will provide service within each service area.): **Type Name of Government, Authority or Organization Here**

2. In developing this strategy, were overlapping service areas, unnecessary competition and/or duplication of this service identified?

- Yes (if "Yes," you must attach additional documentation as described, below)
- No

If these conditions will continue under this strategy, attach an explanation for continuing the arrangement (i.e., overlapping but higher levels of service (See O.C.G.A. 36-70-24(1)), overriding benefits of the duplication, or reasons that overlapping service areas or competition cannot be eliminated).

If these conditions will be eliminated under the strategy, attach an implementation schedule listing each step or action that will be taken to eliminate them, the responsible party and the agreed upon deadline for completing it.

SDS FORM 2, continued

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.).

<i>Local Government or Authority</i>	<i>Funding Method</i>
Baldwin County	Grants, General Fund

4. How will the strategy change the previous arrangements for providing and/or funding this service within the county?

County will continue to pay for preparing CHIP and CDBG applications and administration costs. Grants will pay for rehabilitation costs of owner-occupied homes for low income individuals.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

<i>Agreement Name</i>	<i>Contracting Parties</i>	<i>Effective and Ending Dates</i>

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Carlos Tobar, County Manager**
 Phone number: **478-445-4791** Date completed: 10/10/2022

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? Yes No

If not, provide designated contact person(s) and phone number(s) below:
TYPE CONTACT NAME, TITLE & PHONE HERE