



You Are Why We Are Here

**FRANKLIN COUNTY
BOARD OF COMMISSIONERS**
Spring Retreat Summary Minutes
April 14, 2021
12:30 P.M.

Present: Chairman Jason K. Macomson
District 1 Commissioner Robert Franklin *joined meeting at 12:39 PM*
District 2 Commissioner Kyle Foster
District 3 Commissioner Ryan Swails *via Zoom*
District 4 Commissioner Eddie Wester

Media: MJ Kneiser, *WLHR via Zoom*

Staff: County Manager, Derrick Turner
County Clerk, Kayla Finger
Administrative Assistant, Ashley Rose Dodd
Planning & Zoning Director, Scott DeLozier
Sheriff, Stevie Thomas

Guest: County Attorney, Bubba Samuels *via Zoom*

Item 1: **Call Meeting to Order** - Chairman Macomson called the meeting to order at 12:35 pm and welcomed everyone.

Item 2: **Invocation and Pledge of Allegiance to the American flag:**
Chairman Macomson gave the invocation and led the Pledge of Allegiance

Item 3: **Approval of the Agenda:** Commissioner Wester made a motion to approve the agenda as presented. Commissioner Foster seconded the motion. All were in favor, 4-0.

Item 4: **Items for discussion:** County Manager Turner presented the following items to the board via PowerPoint for discussion.
**See attached presentation slides. **

A. Grants - Manager Turner gave a brief overview of potential grants and the importance of applying for them.

B. SPLOST - Manager Turner notified the board that SPLOST will be up for renewal in 2023 and discussed the importance of education and awareness of SPLOST use.



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- C. T-SPLOST - Manager Turner reviewed how the TSPLOST has the potential to help with the status of roads in Franklin County.
- D. Building/Land Acquisition - Manager Turner addressed the need for a centralized government building for Franklin County. He proposed the Old Carnesville Elementary as a potential site for government offices.
- E. Planning & Zoning - Director DeLozier discussed the need for re-developing and updating the existing zoning ordinance so the county can be proactive instead of reactive. He also noted the importance of reviewing and updating the zoning map and making sure zoning is tied to the comprehensive plan.

Manager Turner & Director DeLozier mentioned the possibility of incorporating the Gumlog area, which would allow for potential grants/funds for that area.

- F. Employee Handbook/Policy Updates - Manager Turner addressed the need for review and updates to the employee handbook, as it had not been updated since 2014. He will work on getting quotes for the update from a third party.
- G. Merit Increases - Manager Turner presented potential plans for COLA increases and merit-based evaluations for Franklin County employees.
- H. Capital Planning - Manager Turner stressed the importance of refocusing department goals to 5-year plans and to prioritize projects in a focused structure.
- I. Growth of Departments - Manager Turner noted the need for an Information Technology position, a Geographic Information System position, and Animal Control as the county is continuing to grow.
- J. Healthcare - Manager Turner noted healthcare will stay the same for this year, but he is looking at future options: self-funding, fully-insured, or variations of each.
- K. Government Media - Manager Turner stressed to the board the importance of being one consistent source of accurate



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information, and working together about being on the same page for the release of information.

All board members agreed to get county cell phones for county business. Commissioner Swails is obtaining a competitive quote to compare with the county's existing provider.

- L. Boards, Committees, & Authorities - Manager Turner suggested policy updates to help with management of board appointments and records in the future.
- M. Building Security - Manager Turner noted the need for adequate security of all government buildings and safety for all employees.
- N. Audit Findings - Manager Turner briefly reviewed the 10 findings from the recently completed county audit. Most of these are small procedural issues. All findings are subjective of each auditing firm. Rushton is slated to present the findings in more detail at the upcoming work session.
- O. County Litter - Manager Turner addressed the concerns of the citizens regarding litter issues. He proposed possible volunteer organizations in partnership with the chamber of commerce or local business owners. Manager Turner will be reaching out to probate and magistrate court to see if litter pickup could be a potential for community service. There was also mention of doing a county clean-up day to allow citizens free/reduced drop-offs.
- P. Contract Services - Manager Turner proposed implementing formal janitorial services for cleaning. This would alleviate staff who currently sacrifice work time to cleaning.
- Q. Miscellaneous - Manager Turner proposed the topic of alcohol sales. All cities currently allow it, but the unincorporated parts of the county do not. A survey will be put out on county social media for one week for input from the citizens on this topic and the idea of Gumlog incorporating.

Manager Turner and Chair Macomson also spoke on the current bid opening process. The board agreed they would



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like to have a page on the website dedicated to bid information for the public. The board also expressed that they would like to have bid information on all submitted bids for public presentation at the meetings.


Item 5: Announcements:

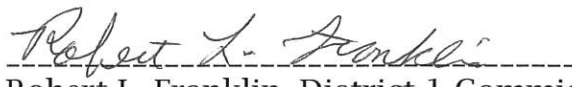
Chairman Macomson reminded everyone that the upcoming work session is scheduled for April 27, 2021, at 6:00 pm at the Justice Center.


Item 6: Adjourn

Commissioner Wester made a motion to adjourn.
Commissioner Foster seconded the motion.
All were in favor, 4-0.

Signed on the 3rd day of May, 2021


Chairman Jason K. Macomson


Robert L. Franklin, District 1 Commissioner


Kyle Foster, District 2 Commissioner


Ryan Swails, District 3 Commissioner


Eddie Wester, District 4 Commissioner


Kayla Finger, Clerk



FRANKLIN *County*
georgia

Board of Commissioner's Annual Retreat
04/14/2021

Grants

- As we look to the future and the prospect of applying for more grants, we need to budget some amount of funds that can be used as "matching funds". Most grants require matching funds and this would be an amount that we could ideally retain within a "Contingency" account. At the end of the year, if we found no grants that require or need the use of these funds, we would have the ability to use this in other capacities. How much are we comfortable setting aside, and not touching, until grants come available?

Potential Grant Programming:

- Community Development Block Grant
- Community Home Investment Program-Blight and/or CE Board
- First Responders-Comprehensive Addiction & Recovery Act Grants
- Community Facilities Direct Loan & Grant Program
- Kubota Hometown Proud Grant
- CSX Community Service Grants
- Georgia Broadband Grant Funding
- Others, etc.

Purpose

- The purpose of the BOC Annual retreat is to discuss the direction of the County and determine long range planning materials.
- The BOC should focus its energy on strategic planning for the upcoming year(s).
- A good way to view this would be looking at 3-5 year plans and how the County will reach those goals associated.
- Once this direction is determined, the County Manager will be charged with assisting the departments in reaching those goals.

SPLOST

Renewal of SPLOST will be coming up soon, 2023. We need to make the best efforts possible now, to highlight the benefits to the community. This will be a marketing campaign that will showcase the positive things that are purchased through SPLOST as an added community benefit. We should also consider purchasing signage that signifies what items are purchased with these funds as well.

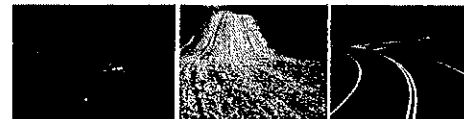


Agenda

- | | |
|------------------------------------|-------------------------|
| ➤ Call to Order | ➤ Merit Increases |
| ➤ Invocation | ➤ Capital Planning |
| ➤ Pledge of Allegiance | ➤ Growth of Departments |
| ➤ Grants | ➤ Healthcare |
| ➤ SPLOST | ➤ Government Media |
| ➤ TSPLOST | ➤ Building Security |
| ➤ Building/Land Acquisition | ➤ Audit Findings |
| ➤ Planning & Zoning | ➤ County Litter |
| ➤ Employee Handbook/Policy Updates | ➤ Contract Services |
| | ➤ Miscellaneous |

TSPLOST

- This could be an opportunity for the County to take over roads that are currently not maintained by the government. It would take some time to bring all roads to the status that we deem to be acceptable, but it would be an added benefit for people looking to move into the County to view all the positives associated with building/purchasing a home. This would be another marketing campaign to highlight the benefits of what we could do, and hopefully build support towards a long-term commitment that would keep our roads maintained.



Building & Land Acquisition(s)

As opportunities for land/building purchases come available, we should formulate a thought towards how that can benefit the County. There may be the chance of remodeling these buildings to either better serve the community, or they could be areas to assist with us better controlling what types of businesses, etc. enter into the County.

- > Old DFACS Building
- > Old Carnesville Elementary
- > One Government Center

Employee Handbook & Policy

Our current employee handbook was updated and adopted around 2014-2015. I believe that these types of publications should be reviewed on, at the minimum, a 3- or 4-year basis. This gives the opportunity to allow flexibility in how the County may evolve over time and keep policies and standards of operation current.

Break

Merit Increases

Currently, there is not a merit increase program in place. This would be a good way to yearly evaluate staff and reward them for an outstanding performance, or work with staff to identify areas of opportunity and make plans towards improvement. This would be a way to stagger the amount of an increase that employees receive based off of that performance, i.e., higher performing employees are rewarded at a higher rate than lower performing employees. This also assists with creating a document trail that provides backup for these increases.

Ideally, we should look at a total number of payroll and determine what percentage increase we are comfortable with and budget that number. Then we would in the same light, budget for an overall COLA for all staff. This could be a good method to hold staff accountable, while providing incentive to staff.

Planning & Zoning

- > Zoning Ordinance Re-write

Potential of contracting this service in order to redevelop our zoning ordinance in relation to Heavy/Light Industrial.

- > This may be an opportunity to look at our overall ordinances over the course of the next year.

- > City Charter

We will be looking into the possibility of a City Charter for the unincorporated area of Gumlog. We have contacted members of the community to determine the feasibility and public interest in this decision. If there is interest, we will hold a Town Hall with the public to discuss further.

Capital Planning

As we look at our capital plans, we should think about adopting the mindset of focusing on 5-year periods. This allows for the creation of a rolling 5-year plan, with an end goal in mind, but the flexibility to make adjustments for changing conditions. Each department will be asked to develop what they believe is needed for the coming 5 years and the BOC is able to determine the priority of these projects based on our overall planning.

FISCAL YEAR 2022 CAPITAL IMPROVEMENT PLAN (K\$)

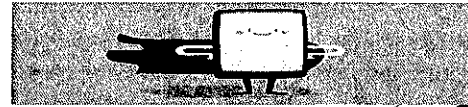
Dept.	Project	Priority	Start	End	Cost	Fund	Notes
Public Works	Water Main Replacement	High	2022	2025	1,500,000	General Fund	See map for locations
Public Works	Stormwater Management	Medium	2023	2027	2,000,000	General Fund	See map for locations
Public Works	Street Repaving	Low	2024	2028	800,000	General Fund	See map for locations
Public Works	Bridge Repairs	Medium	2025	2029	1,200,000	General Fund	See map for locations
Public Works	Water Treatment Plant	High	2026	2030	3,000,000	General Fund	See map for location
Public Works	Fire Station	Medium	2027	2031	1,000,000	General Fund	See map for location
Public Works	Police Station	Medium	2028	2032	1,000,000	General Fund	See map for location
Public Works	Library	Low	2029	2033	500,000	General Fund	See map for location
Public Works	Community Center	Low	2030	2034	1,000,000	General Fund	See map for location
Public Works	Senior Center	Low	2031	2035	500,000	General Fund	See map for location
Public Works	Daycare	Low	2032	2036	1,000,000	General Fund	See map for location
Public Works	Elementary School	Low	2033	2037	1,500,000	General Fund	See map for location
Public Works	High School	Low	2034	2038	2,000,000	General Fund	See map for location
Public Works	College	Low	2035	2039	3,000,000	General Fund	See map for location
Public Works	University	Low	2036	2040	5,000,000	General Fund	See map for location
Public Works	Research Center	Low	2037	2041	2,000,000	General Fund	See map for location
Public Works	Medical Center	Low	2038	2042	3,000,000	General Fund	See map for location
Public Works	Hospital	Low	2039	2043	4,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2040	2044	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2041	2045	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2042	2046	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2043	2047	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2044	2048	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2045	2049	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2046	2050	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2047	2051	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2048	2052	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2049	2053	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2050	2054	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2051	2055	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2052	2056	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2053	2057	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2054	2058	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2055	2059	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2056	2060	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2057	2061	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2058	2062	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2059	2063	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2060	2064	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2061	2065	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2062	2066	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2063	2067	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2064	2068	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2065	2069	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2066	2070	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2067	2071	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2068	2072	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2069	2073	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2070	2074	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2071	2075	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2072	2076	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2073	2077	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2074	2078	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2075	2079	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2076	2080	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2077	2081	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2078	2082	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2079	2083	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2080	2084	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2081	2085	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2082	2086	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2083	2087	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2084	2088	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2085	2089	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2086	2090	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2087	2091	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2088	2092	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2089	2093	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2090	2094	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2091	2095	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2092	2096	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2093	2097	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2094	2098	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2095	2099	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2096	2100	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2097	2101	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2098	2102	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2099	2103	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2100	2104	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2101	2105	2,000,000	General Fund	See map for location
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Public Works	Convention Center	Low	2105	2109	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2106	2110	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2107	2111	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2108	2112	2,000,000	General Fund	See map for location
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Public Works	Convention Center	Low	2111	2115	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2112	2116	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2113	2117	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2114	2118	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2115	2119	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2116	2120	2,000,000	General Fund	See map for location
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Public Works	Convention Center	Low	2119	2123	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2120	2124	2,000,000	General Fund	See map for location
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Public Works	Convention Center	Low	2122	2126	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2123	2127	2,000,000	General Fund	See map for location
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Public Works	Convention Center	Low	2142	2146	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2143	2147	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2144	2148	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2145	2149	2,000,000	General Fund	See map for location
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Public Works	Convention Center	Low	2148	2152	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2149	2153	2,000,000	General Fund	See map for location
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Public Works	Convention Center	Low	2152	2156	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2153	2157	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2154	2158	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2155	2159	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2156	2160	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2157	2161	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2158	2162	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2159	2163	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2160	2164	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2161	2165	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2162	2166	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2163	2167	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2164	2168	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2165	2169	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2166	2170	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2167	2171	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2168	2172	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2169	2173	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2170	2174	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2171	2175	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2172	2176	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2173	2177	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2174	2178	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2175	2179	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2176	2180	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2177	2181	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2178	2182	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2179	2183	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2180	2184	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2181	2185	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2182	2186	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2183	2187	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2184	2188	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2185	2189	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2186	2190	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2187	2191	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2188	2192	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2189	2193	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2190	2194	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2191	2195	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low	2192	2196	2,000,000	General Fund	See map for location
Public Works	Convention Center	Low					

Departmental Growth

- > Currently, the County has limited uniform infrastructure and is "managed" by a contract company. With the anticipation of future growth, the recommendation would be to work towards the formation of an IT Department, that is potentially staffed by a minimum of one person. This would give us the ability to better evaluate computer hardware/software that is needed by the departments and create plans to maintain those items.
- > GIS is a system that can be utilized by multiple users and departments within the County. The mapping and informational services that can be used involve the services provided by Planning & Development, Water, and the Tax offices. This allows us to better monitor and record actions that are taking place throughout the County, while providing up to date information to the Citizens.
- > Is this the type of business that the County would want to enter? With high rates of disease plaguing the animals in our community, would the development of this type of department be beneficial to the community? If yes, where would this be housed? How much staff would it take to properly address our issues?

Government Media

- > Would the Commissioners be interested in having a County issued phone? This could make use of personal items more separate, as well as better documentation towards open records requests. This could be an item that is passed from Commissioner to Commissioner when there is turnover.
- > Work together so that we are all on the same page about the release of information & how it is released.



Healthcare

The cost of healthcare is on the rise within the US, with no clear leveling in site. We currently do offer healthcare to our staff, but want to take the time to do some due diligence and evaluate all potential possibilities for how we can best offer affordable healthcare to our staff.

Potential Options to Consider:

- > Self-Funding
- > Fully Insured
- > Variations of Each

Board Appointment Procedures

For Review:

This applies to the boards that Franklin County has appointees. This is an effort to keep track of appointees, their terms, and minimize gaps where no appointee is in place.

(60) Days from end of term, the BOC will notify the Clerk as to whether the appointee shall:

- > (1) Have their appointment be renewed, Upon renewal, the BOC shall notify the Clerk in writing of this renewal.
- > (2) Have the position of the board appointee be posted for public consumption. The Clerk shall post the position of this board for (30) days.

Break

Building Security

The County should consider future plans towards security. Currently, most anyone can walk into the majority of our buildings and gain access to any area. Government buildings are always a soft target where people take out their frustrations. We don't want to place any of our staff in harm's way.



Franklin County Audit

Most recent Audit has (10) findings, which the bulk of these are procedural items. We need to work within this next year to correct these items. Since the audit has been completed so late within the fiscal year, we likely will have the same level of findings, since there are only 2 months remaining in this fiscal year.



"Franklin Beautiful"

- > Does the community have the desire to form this organization? The County could partner with them if they are willing, and we could supplement this with help of an outside vendor.
- > We could form and supplement our own "organization" and ask or appoint a community volunteer(s) to be the leadership.

> Tyler Jarvis Organization:

0-49 miles = \$234/mile

50-99 miles = \$179.60/mile

100+ miles = \$124.50/mile



Miscellaneous

- > Alcohol Sales



- > Bid Opening

Potential website page dedicated to delivering summary information about bids delivered to the County.