



BOARD OF COUNTY COMMISSIONERS

T. PAGE THARP GOVERNMENTAL BUILDING
102 STARKSVILLE AVENUE NORTH, LEESBURG, GEORGIA 31763

TUESDAY, MARCH 22, 2022 AT 6:00 P.M.
T. PAGE THARP BUILDING
OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING AGENDA
VOTING SESSION

COUNTY COMMISSIONERS

Billy Mathis, Chairman	District 3
John Wheaton, Vice-Chairman	District 1
Luke Singletary, Commissioner	District 2
Rick Muggridge, Commissioner	District 4
George Walls, Commissioner	District 5

COUNTY STAFF

Christi Dockery, County Manager
Kaitlyn Sawyer, County Clerk
Jimmy Skipper, County Attorney

	<u>PAGE</u>
1. <u>INVOCATION</u> Pastor Lee Smith, Leesburg United Methodist Church, to lead invocation.	
2. <u>PLEDGE OF ALLEGIANCE</u>	
3. <u>CALL TO ORDER</u>	
4. <u>APPROVAL OF MINUTES</u> (A) Consideration to approve the minutes for the Board of Commissioners meeting for March 8, 2022.	A - E
5. <u>CONSENT AGENDA</u> NONE	
6. <u>NEW BUSINESS</u> (A) Recognition of employees' years of service.	1
7. <u>PUBLIC HEARING</u> NONE	
8. <u>DEPARTMENTAL MATTERS</u> NONE	
9. <u>CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES</u> NONE	
10. <u>COUNTY MANAGER'S MATTERS</u> (A) Updates on County projects. (B) Consideration to declare vehicles and equipment surplus. (C) Consideration to approve the Sutton's Landing Boat Dock project.	2 - 6 7 8 - 13

11. **COMMISSIONER'S MATTERS**

NONE

12. **UNFINISHED BUSINESS**

NONE

13. **COUNTY ATTORNEY'S MATTERS**

NONE

14. **EXECUTIVE SESSION**

NONE

15. **PUBLIC FORUM**

Citizens will be allowed to address the Board of Commissioners regarding any issues or complaints. Individuals should sign up prior to the start of the meeting.

16. **ANNOUNCEMENTS**

- (A) This year's **Annual Great American Cleanup, Amnesty Day at the Landfill, and Prescription Drug Take Back event** will be held **Saturday, April 9, 2022** beginning at 9:00am and ending at 4:00pm.
- (B) The next regularly scheduled County Commission Meeting is **Tuesday, April 12, 2022 at 6:00pm.**
- (C) The offices of the Lee County Board of Commissioners will be **closed Friday, April 15, 2022** in recognition of Good Friday.

17. **ADJOURNMENT**

AGENDA MAY CHANGE WITHOUT NOTICE

Lee County is a thriving vibrant community celebrated for its value of tradition encompassing a safe family oriented community, schools of excellence, and life long opportunities for prosperity and happiness without sacrificing the rural agricultural tapestry.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.



BOARD OF COUNTY COMMISSIONERS

T. PAGE THARP GOVERNMENTAL BUILDING
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TUESDAY, MARCH 8, 2022 6:00 P.M.

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OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING MINUTES
WORK SESSION

COUNTY COMMISSIONERS

Billy Mathis, Chairman	District 3
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Luke Singletary, Commissioner	District 2
Rick Muggridge, Commissioner	District 4
George Walls, Commissioner	District 5

COUNTY STAFF

Christi Dockery, County Manager
Kaitlyn Sawyer, County Clerk
Jimmy Skipper, County Attorney

The Lee County Board of Commissioners met in a work session on Tuesday, March 8, 2022. The meeting was held in the Opal Cannon Auditorium of the Lee County T. Page Tharp Governmental Building in Leesburg, Georgia. Those present were Chairman Billy Mathis, Vice-Chairman John Wheaton, Commissioner Luke Singletary, Commissioner Rick Muggridge, and Commissioner George Walls. Staff in attendance was County Manager Christi Dockery, County Attorney Jimmy Skipper, and County Clerk Kaitlyn Sawyer. The meeting was also streamed on Facebook Live.

INVOCATION

Pastor Shane Mullins, Move Christian Church, led the invocation.

PLEDGE OF ALLEGIANCE

The Board and the audience said the Pledge of Allegiance in unison.

CALL TO ORDER

APPROVAL OF MINUTES

- (A) **Consideration to approve the Board of Commissioners meeting minutes for February 22, 2022.**
Commissioner Wheaton made the **MOTION** to approve the Board of Commissioners meeting minutes for February 22, 2022. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Singletary and Commissioner Muggridge voting yea.

CONSENT AGENDA

NONE

NEW BUSINESS

- (A) **Jennifer Stephens, Community Supports Day Coordinator for ASPIRE, to address the Board regarding Developmental Disabilities Month. Consideration to adopt a Proclamation declaring March 2022 as Developmental Disabilities Month, on behalf of ASPIRE Behavioral Health and Developmental Disabilities.**

Jennifer Stephens, Community Supports Day Coordinator for ASPIRE, addressed the Board regarding Developmental Disabilities Month and ASPIRE, stating that they work at ASPIRE to help individuals gain access to their community, build relationships, and seek employment if they so choose. Commissioner Wheaton asked Ms. Stephens about programs and resources available for inmates and those recently arrested. Ms. Stephens stated they had court services, and would be happy to gather more information and link him to the right individuals within ASPIRE. Ms. Stephens thanked the Board for their continued support of ASPIRE and a picture was taken.

Commissioner Wheaton made the **MOTION** to adopt a Proclamation declaring March 2022 as Developmental Disabilities Month, on behalf of ASPIRE Behavioral Health and Developmental Disabilities. Commissioner Muggridge seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Singletary and Commissioner Walls voting yea. The proclamation was signed.

(B) **Jasmine Jones, GRA Outreach Coordinator for the Georgia Department of Community Affairs (DCA), to address the Board regarding their rental assistance program.**

Jasmine Jones, GRA Outreach Coordinator for Region 10 for the Georgia Department of Community Affairs (DCA), addressed the Board regarding their rental assistance program stating that the purpose of her visit was to introduce this programs to the leaders and residents of Lee County. The rental assistance program is for those who have experienced hardship and have had difficulties in making their rent and utility payments. Ms. Jones sated she would be in the community over next few days networking to get the word out on how to apply. Commissioner Muggridge asked if by networking she meant she would be speaking to the citizens in distress; those in need of the service, to which Ms. Jones replied that she would be networking with other local entities and agencies such as Neighbors in Need, the Housing Authority, and area doctor's offices and pharmacies, not directly with individuals. A handout was provided.

(C) **Deanna Hawkins-Perry, Vice President of State Government Affairs - Georgia, Michael Foor, President of Kinetic Operations - Georgia, Daryl Barron, District Director, and Noah Carroll, Manager of Local Operations, to address the Board regarding the broadband initiative.**

Deanna Hawkins-Perry, Vice President of State Government Affairs – Georgia and Michael Foor, President of Kinetic Operations – Georgia addressed the Board regarding the broadband initiative. Daryl Barron, District Director and Noah Carroll, Manager of Local Operations were also present in the audience.

Mr. Foor thanked the Board for the opportunity to pursue the broadband initiative and applauded County Manager Dockery and staff for their work and persistence with the project. Mr. Foor also wished to thank the local EMCs for their help and support, emphasizing the implementation of this initiative was a result of everyone pulling together.

Ms. Perry stated that Kinetic by Windstream is excited for the residents of Lee County and the broadband grants award as announced recently by Governor Kemp. Through a partnership with the county, internet service will be delivered to more than 4,234 homes and businesses in Lee County (as identified by the state of Georgia as designated as underserved or unserved). Windstream's collaborative agreement with Sumter EMC will facilitate the build out of this project. Governor Kemp and the Broadband Infrastructure Committee were commended for their dedication to this cause. The County's supporting investment of \$1.2 million was key to the success of the application for the grant. Ms. Perry echoed Mr. Foor's sentiments of thanks and commended County Manager Dockery and staff for the hard work on the application. The state's grant funds are \$12,541,000.00 and the Windstream fund contribution is \$7,337,000.00, leading to a total of over \$21 million for this project. Ms. Perry stated that they will begin the process this year and end in 2026. Preliminary engineering is underway.

Chairman Mathis asked if there was a resource for citizens to see if their home or business will be affected and when to expect it. Ms. Perry stated that there is a map at a dot location level that shows approximate locations around the county, with the specifics of the information forthcoming. Information will be shared it is available, with specific address to come. Mr. Foor stated he and staff had discussed holding community information events including different representatives who will be able to handle pre-registration processes and advise on if citizens are in the new service area. The dates for the events have yet to be determined, however will be as soon as possible. Commissioner Singletary asked how many Sumter EMC customers this would impact. Mr. Foor stated that with this project there are two projects going on, one with Sumter EMC and one where we work with Sumter in the community for Lee County customers specifically. The goal is to serve as many unserved locations as possible and many of those fall within Sumter EMC's footprint because they are in the less dense areas. A graphical illustration will be provided at a future date to show which area will be included.

Commissioner Muggridge asked if they had any idea as to when the first customer may get service, to which Mr. Foor stated possibly by the end of this year, but definitely by 2023. They will “turn on” service at each home individually as they are completing them. Mr. Foor added that they anticipate laying approximately 300 miles of fiber and the goal is to exceed state guidelines. Partnerships are critical to the success of the project. Mr. Foor commended the staff for the efforts in starting this process both with the application and “knocking on doors” to get the word to leaders to pay attention to Lee County.

Commissioner Muggridge asked Mr. Foor when customers could expect a cost schedule for services. Mr. Foor stated that costs for new customers would be consistent with those of existing customers in surrounding areas, beginning at approximately \$60.00 for the basic service of 50meg and increasing in \$10.00 increments with additional plans/services. This will be equipped with the next generation of fiber so that the fiber put on the house won't be limited to gig, so that it may be increased in the future. There will be no copper used.

The Board thanked the representatives for coming and for what they're doing for the community. A handout was provided.

PUBLIC HEARING

NONE

DEPARTMENTAL MATTERS

Public Works

- (A) **Consideration to approve a 36 month, 2000 hour lease for a 2022 Alamo mower with Flint Equipment.**
- (B) **Consideration to approve a 60 month, 5000 hour lease for two (2) 2022 Motorgraders with Flint Equipment.**

Chairman Mathis clarified with County Manager Dockery that this was the comprehensive list of equipment Public Works needed for the next year. There are three Motorgraders, one of which is coming up for a lease renewal, and then we would like one additional Motorgrader. Chairman Mathis stated that the estimated delivery date for both types of equipment is October 2022 and therefore could be factored into next year's budget. Commissioner Walls asked if this would be paid out of SPLOST, to which Chairman Mathis stated we could.

Commissioner Muggridge made the **MOTION** to approve a 36 month, 2000 hour lease for a 2022 Alamo mower (\$5,226.30 monthly) and a 60 month, 5000 hour lease for two (2) Motorgraders (\$5,524.60 monthly) with Flint Equipment at state contract cost, to come from SPLOST VII funds. Commissioner Wheaton seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Singletary and Commissioner Walls voting yea.

CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES

- (A) **Consideration to appoint four members to the Community Foundation Board of Trustees for a term of two years. Current term expires 03/22/2022. New term expires 03/22/2024. Letters of interest in reappointment received from Christi Dockery, Marian Grant-Whitlock, Heather Jones, and Ann Nix.**
Commissioner Wheaton made the **MOTION** to reappoint Christi Dockery, Marian Grant-Whitlock, Heather Jones, and Ann Nix to the Community Foundation Board of Trustees for a term of two years, expiring 03/22/2024. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Singletary and Commissioner Muggridge voting yea.
- (B) **Consideration to authorize staff to put out a bid for inmate medical services. Current contract expires June 30, 2022.**
Commissioner Wheaton made the **MOTION** to authorize staff to put out a bid for inmate medical services. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Muggridge and Commissioner Singletary voting yea.
- (C) **Consideration to appoint one member to the Housing Authority Board for a term of one year. Current term expires 03/31/2022. New term expires 03/31/2023. Letter of interest in reappointment received by**

Latrisha Bell.

Commissioner Wheaton made the **MOTION** to reappoint Latrisha Bell (resident) to the Housing Authority Board for a term of one year, expiring 03/31/2023. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Singletary and Commissioner Muggridge voting yea.

COUNTY MANAGER'S MATTERS

(A) **Updates on County projects.**

County Manager Christi Dockery discussed ongoing projects in the County: (1) the Courthouse Annex windows sealant project has been completed and the gymnasium windows have been ordered, and (2) the Gymnasium project should be completed within the next few months.

Chairman Mathis asked if we had received any Motorola radios. County Manager Dockery stated the radios were being programmed. Chairman Mathis stated he would like to get them before they turn obsolete. County Manager Dockery stated she would check on the progress.

Chairman Mathis also mentioned the issue with some of our equipment being on a tower. We own the land that the tower is on, but are not getting rent payments, but they want us to pay to put our equipment on this tower. Chairman Mathis asked that County Attorney Skipper and staff contact the owners to renegotiate an appropriate rent.

Commissioner Muggridge made the **MOTION** to authorize County Attorney Jimmy Skipper to renegotiate rent rate for the tower. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Wheaton and Commissioner Singletary voting yea.

(B) **Consideration to approve a two year renewal of the IT Services Managed Services Contract for Network Technology Solutions (NTS). Current contract expires March 24, 2022.**

There is no change in price from the current contract. NTS will continue to honor the cost from the original contract dating back to 2018 and there are also no changes made to the services provided.

Commissioner Wheaton made the **MOTION** to approve a two year renewal of the IT Services Managed Services Contract for Network Technology Solutions (NTS) for a monthly payment of \$14,239.97 to come from the IT departmental budget. Commissioner Singletary seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Muggridge and Commissioner Walls voting yea.

(C) **Consideration to approve the annual Professional Services Agreement for the NPDES Permit Contract for Flint River Consulting, LLC. Current contract expires May 31, 2022.**

(D) **Consideration to approve the annual Professional Services Agreement for the On Call Contract for Flint River Consulting, LLC. Current contract expires May 31, 2022.**

There was a slight increase in price from the 2021 contracts.

Commissioner Muggridge made the **MOTION** to approve the annual Professional Services Agreements for the NPDES Permit Contract (\$15,430.00) and the On Call Contract (\$9,240.00) for Flint River Consulting, LLC to come from SPLOST VII funds and the Planning departmental budget. Commissioner Walls seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Wheaton and Commissioner Singletary voting yea.

COMMISSIONER'S MATTERS

(A) **Discussion of package sales of distilled spirits in Lee County.**

County Attorney Jimmy Skipper summarized the resolution stating that this would allow the item of package sales to be on the ballot in November. The county can do an ordinance, resolution, or have a citizen petition to request a referendum. The easiest way to get this matter to the voters is to adopt a resolution. The call must be issued 90 days before the election.

Commissioner Muggridge made the **MOTION** to adopt a resolution requesting that a referendum election be

held on November 8, 2022 to authorize the issuance of licenses for the package sale of distilled spirits in Lee County. Commissioner Singletary seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Wheaton and Commissioner Walls voting yea.

UNFINISHED BUSINESS

NONE

COUNTY ATTORNEY'S MATTERS

NONE

EXECUTIVE SESSION

NONE

PUBLIC FORUM

Citizens will be allowed to address the Board of Commissioners regarding any issues or complaints. Individuals should sign up prior to the start of the meeting.

Paul Clayton – Old Leslie Road ditching

ANNOUNCEMENTS

- (A) The next regularly scheduled County Commission Meeting is **Tuesday, March 22, 2022 at 6:00pm.**
- (B) This year's annual **Great American Cleanup, Amnesty Day at the Landfill, and Prescription Drug Take Back** event will be held **Saturday, April 9, 2022** beginning at 9:00am and ending at 4:00pm.

Further Discussion Not Listed on Agenda

Chairman Mathis summarized the recent vandalism of County parks and offered a reward for any information that can lead to a conviction of whoever is destroying County property to come from his own pocket. Chairman Mathis asked County Manager Dockery to reach out to the Sheriff to see if they need anything. Commissioner Walls asked if there were cameras up at the park locations. Chairman Mathis stated that there were a few and to his understanding, the Sheriff's Office is regularly patrolling Pirate's Cove.

ADJOURNMENT

The meeting adjourned at 6:28PM.

CHAIRMAN

ATTEST: _____
COUNTY CLERK

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The meeting rooms and buildings are handicap accessible.



**MEMORANDUM
LEE COUNTY BOARD
OF COMMISSIONERS**

TO: Honorable Board of County Commissioners
SUBJECT: Employee Years of Service Recognition
MEETING DATE: Tuesday, March 22, 2022

Please recognize the following employees for their many years of service to Lee County:

- 5 years – Jason Stewart – Firefighter
- 5 years – Jared Farr – Firefighter/EMT-B
- 5 years – Stephen Cannady – Firefighter/EMT-A
- 10 years – Alan McDonald – Captain, Firefighter/Paramedic
- 15 years – Clinton Hickman – Lieutenant, EMT-I
- 15 years – David Knight – Lieutenant, EMT-B



MEMORANDUM

LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners
SUBJECT: County Updates

2021 CDBG

- Palmyra Mobile Home Park project
- Project application submitted June 4, 2021
- Pre-Application Public Hearing held September 22, 2020
- Recommended County match at \$100,000.00
- \$469,284.00 grant amount awarded to Lee County on September 27, 2021
- Kick-off Meeting – December 2021
- Chad Griffin, Still Water Engineering, to verify the property lines

Agricultural Complex

- Located on 100 acres on Leesburg Bypass — 231 State Route 3
- Proposed plans provided July 29, 2020
 - Including: A boating access point at the creek's edge, the agricultural complex, walking trails, and campsites
- Resolution adopted and lease agreement signed on September 22, 2020 with Georgia Department of Natural Resources for a Boat Ramp
 - Renewed January 11, 2022
 - Estimated Start Date: Fall 2022
 - DNR hired EMC Engineering to survey property for canoe/kayak ramp
- DNR Lease Parcel Survey Estimated Completion: March 2022
- Improvements to the Property
 - Renovation of Covered Building: New roof, fresh paint, picnic tables, electrical system, well
 - Bobby Donley, Lanier Engineering, provided proposed site plan
 - Proposal submitted to the BOC for review
 - Trails: ¾ mile walking trail that runs along a 46 foot high ridgeline above the Kinchafoonee Creek and has a seasonal view of the waterway
 - Eight (8) picnic tables as well as a number of trash cans have been placed along this trail on the creek side
 - Directional signs for the area ordered (i.e. Parking, No Parking, trail markers, boundary signs, etc.)
- Future Improvements
 - Defining the road
 - Rocking the area on top of the ridgeline for a parking area
 - Placing a gate at the trailhead so that the area can be closed to public for safety during high water events
- Planning/Designing Committee created by the Board at the May 11, 2021 meeting
 - **Committee Members:** Art Ford, Tim Sumners, Tom Sumners, Bobby Donley, Lisa Davis, David Dixon, Judy Powell, Commissioner Rick Muggridge, Commissioner Luke Singletary,

County Manager Christi Dockery, Parks & Recreation Director Jeremy Morey, Chief Marshal Jim Wright

- **First Meeting:** June 14, 2021
- **Second Meeting:** November 15, 2021
- **Third Meeting:** January 11, 2022

2020 Census Numbers

- Lee County: 33,163
- Smithville: 593
- Leesburg: 3,480

Courthouse Annex and Gymnasium Windows

- Project overseen by Bill Walter, Masonry Restoration Technologies & Services, LLC
- On December 14, 2021, the Board voted unanimously to allow the Courthouse Annex Window Sealant Project and the Gymnasium Window Replacement Project to be added to the existing contract for the Tharp Building Restoration Project for an estimated cost of \$56,840.00
- Courthouse Annex Windows Sealant Project
 - Completion Date: February 2022
- Gymnasium Window Replacement Project
 - Estimated Start Date: March 2022

Extended Water Installation on Hwy 82

- RFQ for design
 - Approved by BOC at April 27, 2021 meeting
 - BOC awarded bid on September 14, 2021 to **Lanier Engineering, Inc.**
- EPD Southwest District Office is currently reviewing the project.
- RFP for Construction
 - Bid Opening: January 6, 2022
 - BOC awarded bid on January 11, 2022 to **Popco, Inc.** to not exceed \$829,621.26
- Project estimated to be complete within 90 days if no issue with obtaining supplies

FEMA

- FEMA has created a new interactive map called Risk Rating 2.0 that shows exactly where flood insurance rates are expected to decrease, increase, or remain the same and by how much
 - <https://www.arcgis.com/apps/dashboards/44d08581aaf14f39bc0da5d02f378007>

GIS Creating Road Layer

- Including road width, length, and speed limits
- On-going

Hospital

- Public Works staff completed a construction entrance road
- Preliminary designs were presented by Matthew Inman of EMC Engineering in January 2019
- Estimated Cost for Road: \$1,498,552.50 (SPLOST VII)
- Construction expected to take approximately 6 to 9 months
- All fees for LCMC land disturbance waived
- *USACE permit for holding pond designs expires August 2022*
- CON granted
- Roadway Regrading Project
 - Matthew Inman, EMC Engineering, Project Engineer
 - SPLOST VII Funds
 - BOC awarded the bid on December 14, 2021 to **Oxford Construction** for \$453,585.00
 - Estimated Start Date: February 2022 (Weather Permitting)

LMIG Funds

- **FY2022**
 - Application Submitted: January 24, 2022

- Application Approved: January 25, 2022
- For use in resurfacing the following roads: Palmyra Road, Story Lane, Pineridge Drive, Southhill Drive, East Century Road, Cookville Road, Stocks Dairy Road, Woodstone Circle, Waterbury Court, Wayside Court, Winners Court, Groover Street, and Gus Martin Road
- Funds to be Received from GDOT: \$612,489.86
 - Total, with 30% match from Lee County: \$796,236.82

Commercial Land Development Permits

- Artesian City Federal Credit Union
- DeSoto Silicon Ranch
- Finish Line Storage 2
- Forrester Community Church, Forrester Parkway
- Grand Island Redevelopment
- Joseph W. Jones Crematorium
- Ledo Self Storage 2
- Lovers Lane Road Well
- Millright CNC, Pinewood Road
- Mini Warehouse Office, Hwy 82
- Plantation Storage 2
- Oaklee Investment, LLC
- Sumter EMC Pole Yard
- Tidal Wave Auto Spa, Forrester Parkway
- Woodgrain Millwork
- Pheasant Drive Extension
- Oakland Crossings Drive Extension
- Brittany Lakes 2
- Cypress Cove 3
- Groves 4
- Hill Ridge 3
- Live Oak 3
- Quail Valley 4

Pirates Cove

- Eagle Scouts will be building three wooden benches along the inside of the trail
 - To be grounded by cement and made with weather resistance wood

Roads

Pheasant Drive Extension

- Approved by BOC at December 8, 2020 meeting
- Bid Opening: March 8, 2021
- BOC awarded bid on March 9, 2021 to **Zane Grace Construction** for \$74,056.63
 - TSPLOST Funds
- Georgia Power relocated utility pole
 - AT&T and Mediacom completed their line relocation
- Project Began: March 2022

SPLOST VII

- Collection Began: October 1, 2019
- Collection Expires: September 30, 2025

SPLOST VIII

- Possible Ballot Year: 2023 for renewal

Storm Drainage Repair/ Holding Ponds

- Lumpkin Road
 - BOC approved a contract with Lanier Engineering to survey in March 2020
 - Survey completed June 2020
 - BOC currently reviewing plans and options
- Liberty Holding Pond (Doublegate)
 - BOC approved a contract with engineer Mike Talley to design
 - BOC approved a contract with Lanier Engineering to survey in February 2019
 - Estimated Completion: 2021

Tharp Building Repair/Restoration

- Project overseen by Masonry Restoration Technologies & Services, LLC
 - BOC approved contract on **July 9, 2019** for **\$11,765.00**
- Bid Opening: July 8, 2021
- BOC awarded bid on July 13, 2021 to **Midwest Maintenance, Inc.** for **\$575,608.00**
- Estimated Completion: March 2022
- Replacement mortar to fit the historical profile and not change the character or disposition of the building

TSPLOST

- Collection: April 1, 2019 - March 31, 2024
- Cities and County began receiving revenue in May 2019
- Possible Ballot Year: 2023 for renewal

Utilities Mapping Project

- Purpose: To map all utilities in Lee County
 - Includes water mains, water valves, fire hydrants, sewer lines, sewer manholes, sewer pump stations, fiber, gas, telephone, etc. as well as feature type, pipe size, pipe material, valve size, etc.
- Goal: To have an internet map in ArcGIS Online where utility workers can view utility maps on a tablet in the field.

RFPs and RFQs

Open

2022 LMIG Road Projects

- For use in resurfacing the following roads: Palmyra Road, Story Lane, Pineridge Drive, Southill Drive, East Century Road, Cookville Road, Stocks Dairy Road, Woodstone Circle, Waterbury Court, Wayside Court, Winners Court, Groover Street, and Gus Martin Road
- Pre-Bid Meeting: March 24, 2022
- Bid Opening: April 7, 2022

Recently Awarded

Water System Improvement Project- Highway 82

- Bid Opening: January 6, 2022
- BOC awarded bid on January 11, 2022 to **Popco, Inc.** to not exceed **\$829,621.26**
- BOC awarded Engineering Services, following a RFQ, to **Lanier Engineering** on September 14, 2021
 - Will oversee the project
- Pre-Construction meeting held March 15, 2022

Consoles for E-911 Center

- Four (4) consoles
- Bid Opening: December 2, 2021
- BOC awarded bid on December 14, 2021 to **Watson Consoles** for **\$66,987.56**
 - Estimated Completion: June 2022

Oakland Library Lighting

- Will need to be re-bid
- FY 2022 MRR Grant – 50%
- Replacing all interior and exterior lighting with LED
- Bid Opening: December 13, 2021
- BOC awarded the bid on December 14, 2021 to **MetroPower, Inc.** for \$38,141.00

Grand Island Roadway Grading Project

- Overseen by Matt Inman, EMC Engineering
- Bid Opening: December 9, 2021
- Bid results to be brought to the Board on December 14, 2021
- BOC awarded the bid on December 14, 2021 to **Oxford Construction** for \$453,585.00
 - Estimated Start Date: February 2022 (Weather Permitting)
 - Deadline June 2022

Future

Oakland Library Lighting

- Staff re-writing RFP documents
- Projected Bid Opening: April 2022

Residential Garbage Services

- Staff writing RFP Documents
- Projected Bid Opening: April 2022
- Current Contract Expires June 2022

LED Lighting in County Buildings

- Approved by BOC at March 23, 2021 meeting
- Pre-Bid Meeting: April 22, 2021
- Bid Opening: TBD
- Audit completed in November 2021
- Bid to be reopened in 2022

ADA Compliant Website

- Staff writing RFP documents
- Projected Bid Opening: TBD

County Building Painting Services

- Approved by BOC at March 23, 2021 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD

Courthouse Window Coverings

- Approved by BOC at May 25, 2021 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD

Flooring Services

- Approved by BOC at April 27, 2021 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD

Extended Sewer Installation on Hwy 19

- Approved by BOC at June 22, 2021 meeting
- Staff writing RFQ documents
- Projected Bid Opening: TBD



**MEMORANDUM
LEE COUNTY BOARD
OF COMMISSIONERS**

TO: Honorable Board of County Commissioners

SUBJECT: Surplus

MEETING DATE: Tuesday, March 22, 2022

MOTION/RECOMMENDATION

Motion to declare the following vehicles and equipment surplus to be sold on GovDeals:

1. 2012 FORD F150 – VIN 7819 – Former Animal Control vehicle
2. 2001 HONDA ATV – Model 358 – SN 0FM1



1344 US Hwy 19 South
Suite A
Leesburg, GA 31763
Phone: (229) 435-6133
Fax: (229) 439-7979
www.emc-eng.com



Delivered via e-mail: cdockery@lee.ga.us

January 21, 2022

Lee County Board of Commissioners
Christi Dockery
County Manager
102 Starksville Avenue North
Leesburg, Georgia 31763

RE: LETTER AGREEMENT FOR PROFESSIONAL ENGINEERING AND SURVEYING SERVICES FOR SUTTON'S LANDING BOAT DOCK, LEE COUNTY, GEORGIA

Dear Ms. Dockery:

EMC Engineering Services, Inc. (EMC) appreciates the opportunity to present this *Proposal/Agreement* for providing professional engineering and surveying services in connection with the referenced *Project*. The *Project* consists of a proposed boat dock permitting and engineering at the Sutton's Landing Boat Ramp.

Our *Basic Services* will include preparation of field run topography and dock design for Sutton's Landing located in Lee County, Georgia, and as further described in the attached **Exhibit "A," Scope of Basic Services**

Payment for our *Basic Services* (not including hourly tasks) will be a lump sum fee of **\$7,950.00**.

COST ESTIMATE BREAKDOWN FOR EACH PHASE OF WORK:

• Survey Services	\$ 1,500.00
• Boat Dock Design	\$ 4,700.00
• Permitting	\$ 1,750.00

We will also furnish such *additional services* as you may request. *Additional services* will be documented by EMC and authorized by the *Client*. *Additional services* will be charged on an hourly rate basis in accordance with the attached *Hourly Rate Schedule*.

Additional Services will include:

- *Planning of future roadways and additional survey*
- *Geotechnical work beyond the basic services included*
- *Environmental testing*
- *Surveying outside of the existing right of way*
- *Right of way acquisition and exhibit drawings*

Reimbursable expenses incurred in connection with all *basic* and *additional services* will be charged on the basis of the actual cost plus 10%. We will bill you monthly for services and *reimbursable expenses*.

REIMBURSABLE EXPENSES WILL INCLUDE THE FOLLOWING:

- *Overnight delivery costs*
- *Application Fee*
- *Images on CD or Flash drive for Recording*
- *Regulatory fees*
- *Record drawings reproduction costs*
- *In-house Printing & Reproduction costs – Rates are:*

<i>Size</i>	<i>Bond (each sheet)</i>	<i>Mylar Sepia (each sheet)</i>
<i>18"x24"</i>	<i>\$0.90</i>	<i>\$ 7.50</i>
<i>24"x36"</i>	<i>\$1.80</i>	<i>\$15.00</i>

The above financial arrangements are on the basis of prompt payment of our bills and the orderly and continuous progress of the *Project*.

Invoices for our services will be submitted monthly and payable within 30 days after date of invoice. Invoices for *Basic Services* performed under lump sum agreements will be on a percentage completion basis. Past Due invoices are subject to a service charge of 1½% per month. Unless EMC is notified in writing of any disputed charge within thirty (30) days of the invoice date, the *Client* agrees that the invoice is final and not subject to adjustment. Failure to make payments of any invoices over sixty (60) days past due will result in an immediate "Stop Work" action until the account is brought current, or special arrangements are made in writing. Past due accounts are also subject to further collection procedures, including the filing of a mechanics lien against the property.

We are prepared to begin our services promptly after receipt of your acceptance of this *Proposal/Agreement* and to complete our services in accordance with a mutually agreed upon schedule.

This *Proposal*, attached *Exhibit "A," General Provisions and Hourly Rate Schedule* represent the entire understanding between you and us in respect of the *Project* and may only be modified in writing signed by both of us. If this satisfactorily sets forth your understanding of our agreement, we would appreciate your signing this letter in the space provided below and returning it to us, keeping a copy for your files.

Sincerely,
EMC ENGINEERING SERVICES, INC.



By: _____
B. Matthew Inman, PE
Senior Project Manager

Accepted this ____ day of _____, 2022

LEE COUNTY BOARD OF COMMISSIONERS

By: _____
Name: Christi Dockery
Title: County Manager

EXHIBIT "A"

SCOPE OF BASIC SERVICES

1. SURVEY SERVICES:

Surveyor will perform field run topography for the proposed route within the right of way of the proposed roadways.

2. BOAT DOCK DESIGN:

Design of boat dock including construction documents and details necessary for construction of dock and permitting by Army Corps of Engineers.

3. PERMITTING:

Engineer will permit the plans to receive the necessary approval from the Army Corps of Engineers as required.

**EMC ENGINEERING SERVICES, INC.
INVOICE AND ACCOUNTING CONTACT INFORMATION**

The following shall be filled out and sent back with the signed executed contract. Please provide and verify the mailing address where invoices are to be submitted.

Accounts Payable Contact Name _____

Accounts Payable Address _____

Phone # _____ Extension _____

Fax # _____

Accounts Payable Contact Email _____

Is a Specific cover sheet to be attached to invoice? Yes No

Will lien waivers be required? Yes No

Are time sheets required? Yes No

Is purchase order number required? Yes No

Will the Project manager need a copy sent for their use? Yes No

Are there any other project invoicing requirements? Yes No

If so, please provide project specific information (AIA Forms, Purchase Order Number, Required Cover Sheet, Number of copies, Project Number, Codes, etc.)

Project Manager Name _____

Project Address _____

Phone # _____ Extension _____

Email address _____

Please remit payments to: **EMC Engineering Services, Inc.**
10 Chatham Center South, Suite 100
Savannah, GA 31405
Attn: Accounting Dept.



515 Saint Augustine Road
 Suite E
 Valdosta, GA 31601
 Phone: (229) 257-0399
 Fax: (229) 251-2516
 www.emc-eng.com

2022 Hourly Rate Schedule

ENGINEERING

Senior Principal Engineer	\$200.00/HR
Principal Engineer	\$180.00/HR
Senior Project Manager	\$175.00/HR
Project Manager	\$140.00/HR
Junior Project Manager	\$135.00/HR
Professional Engineer	\$125.00/HR
Senior Design Engineer	\$115.00/HR
Design Engineer	\$110.00/HR
Junior Design Engineer	\$100.00/HR
Senior Engineer Tech	\$90.00/HR
Engineer Tech	\$80.00/HR
Junior Engineer Tech	\$75.00/HR
Senior Landscape Architect (RLA)	\$150.00/HR
Landscape Architect	\$125.00/HR
Junior Landscape Designer	\$100.00/HR
Geotechnical Engineer	\$135.00/HR
Junior Geotechnical Engineer	\$100.00/HR

SURVEYING

Senior Registered Land Surveyor	\$150.00/HR
Registered Land Surveyor	\$130.00/HR
Land Surveyor	\$110.00/HR
1-Man RLS Surveyor (Field)	\$140.00/HR
1-Man Surveyor (Field)	\$115.00/HR
2-Man Survey Crew	\$140.00/HR
3-Man Survey Crew	\$190.00/HR
UAV Surveyor	\$150.00/HR
Senior Survey Tech	\$95.00/HR
Survey Tech	\$90.00/HR
Junior Survey Tech	\$85.00/HR

CONSTRUCTION PHASE SERVICES

Construction Manager	\$115.00/HR
Senior Construction Inspector	\$85.00/HR
Construction Inspector	\$75.00/HR
Senior CMT Field Representative	\$65.00/HR
CMT Field Representative Specialty	\$95.00/HR
CMT Field Representative	\$55.00/HR
Junior CMT Field Representative	\$40.00/HR

ADMINISTRATIVE

Administrative Assistance	\$60.00/HR
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EMC ENGINEERING SERVICES, INC. GENERAL PROVISIONS

EMC Engineering Services, Inc. (EMC) will provide services in accordance with the scope of services and the following General Provisions:

- 1) EMC agrees to furnish professional engineering and surveying services for the project described in this Agreement (Proposal) and the attachments thereto. Acceptance of this Agreement or proposal constitutes agreement to utilize our services at the rates and charges indicated.
 - 2) This agreement envisions that all of the services described herein will be performed by EMC and that there will be no material changes in the work. Should the scope of the project be changed materially, compensation to EMC for professional services shall be subject to renegotiation.
 - 3) Compensation to EMC for services provided shall conform to the prevailing hourly rate schedule in effect at the time the services are performed.
 - 4) Invoices for our services will be submitted monthly and payable within 30 days after date of invoice. Invoices for Basic Services performed under lump sum agreements will be on a percentage completion basis. Past Due invoices are subject to a service charge of 1½% per month. Unless EMC is notified in writing of any disputed charge within thirty (30) days of the invoice date, the client agrees that the invoice is final and not subject to adjustment. Failure to make payments of any invoices over sixty (60) days past due will result in an immediate "Stop Work" action until the account is brought current, or special arrangements are made in writing. Past due accounts are also subject to further collection procedures, including the filing of a mechanics lien against the property.
 - 5) The standard of care for all professional engineering and related services performed or furnished by EMC under this agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. EMC makes no warranties, express or implied, under this Agreement or otherwise, in connection with EMC's services. EMC and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.
 - 6) All design documents prepared or furnished by EMC are instruments of service, and EMC retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. These documents are not to be used on other projects or extensions of this project except by written agreement and with appropriate compensation to EMC. Any reuse of documents without specific written verification or adaptation by EMC will be at the client's sole risk and without liability or legal exposure to EMC, and the client agrees to indemnify and hold harmless EMC, its officers, principals, employees and sub-consultants against all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from such reuse.
 - 7) This agreement may not be transferred or assigned without the written consent of EMC.
 - 8) EMC shall not be responsible for any act or omission of any architect, other consultant, contractor, or subcontractors or the agents or employees of any of them nor the acts or omissions of other persons performing any of the work of the project.
 - 9) To the fullest extent permitted by law, the Owner and EMC (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that EMC's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by EMC, whichever is greater.
 - 10) If EMC and Client become involved in any adverse legal proceedings (whether in a court of law, arbitration, binding mediation or other similar proceeding) for any purposes, then EMC shall be entitled to recover from Client, in addition to all principal and interest amounts due to EMC from Client, all attorneys' fees and expenses, all expert fees, and all other fees and expenses incurred by EMC.
 - 11) For projects involving construction phase engineering services, it is agreed that the professional services of EMC are limited to review and observation of the work of the contractor(s) to ascertain that such work substantially conforms to the design intent and the Contract Documents. It is further agreed that the Client will defend, indemnify and hold harmless EMC against any claim or suit whatsoever, including but not limited to all payments, expenses, or costs incurred, arising from or alleged to have arisen from any error or omission in the plans, specifications or Contract Documents. EMC agrees to be responsible for its own or its employee's negligent acts, errors or omissions in the performance of professional services provided by EMC on the project.
- EMC shall not at any time supervise, direct, or have control over any contractor's work, nor shall EMC have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor any failure of any contractor to comply with laws and regulations applicable to contractor's work.
- EMC neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between the Owner and such contractor.