

GEORGIA MOUNTAINS REGIONAL COMMISSION
EXECUTIVE COMMITTEE MEETING

Hart County Agriscience Center
Hartwell, GA
March 29, 2018

MINUTES

The GMRC Executive Committee met on Thursday, March 29, 2018, 5:30 p.m. at the Hart County Agriscience Center in Hartwell, Georgia. The meeting was hosted by Hart County and City of Hartwell.

CALL TO ORDER

Chairman Dean Scarborough called the meeting to order and thanked everyone for attending. The following members were present:

Executive Committee Present

Dean Scarborough, Chairman
Sam Norton
Thomas Bridges
Bill Chafin
Jim Conley
J.B. Jones
Angela Whidby

GMRC Staff Present

Heather Feldman, Executive Director
Peggy Lovell, Executive Assistant

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

Due to there not being a quorum at the February Executive Committee meeting, Chairman Scarborough asked for consideration of the minutes of the January 25, 2018 and February 22, 2018 Executive Committee Meetings. Motion for approval of both sets of minutes was made by Jim Conley, seconded by J.B. Jones, and motion carried unanimously.

REPORTS

Chairman's Report

Chairman Scarborough reported that Ms. Liz Ordiales, Mayor of City of Hiawassee is our new GMRC Council Member.

Department of Audits and Accounts (DOAA) are sending out performance surveys for the cities and counties to rate the RC on their performance. Chairman Scarborough asked if everyone would make sure that these surveys are filled out and sent back in. Our response rate for last year was low. These surveys should have been sent to the city and county officials.

Executive Director's Report

Executive Director Heather Feldman stated on March 7th, the RC hosted the first ever Newly Elected Official Training at the GMRC office. There were ten in attendance. This event was highly rated by the attendees. The RC hopes to do this training annually in March. She thanked Chairman Scarborough and Vice-Chairman Norton for attending. Staff secured three potential projects from this meeting.

Department of Audits and Accounts (DOAA) is now requiring the RCs to upload their Council meeting attendance reports and the financial reports to Department of Community Affairs (DCA) on a quarterly basis.

Carl Vinson Institute of Government (CVIOG) is hosting a Council Member training at the UGA Gwinnett campus on April 17, 2018 from 9am to 3pm. If any Council Members are interested in attending, please register online at <https://cviog.uga.edu/regional-commission-training>.

City of Cumming has a vacant position on the Council. The City has a new mayor and administrator. The RC is trying to set up a meeting to discuss what the RC does and how the City of Cumming can benefit from our services. On April 3rd, the City Council will vote on someone to fill the vacant slot on the Council.

Legislative Appreciation Dinner is scheduled for May 31st and the last couple of years we have not had good turnout. It is a hard time of the year to get Legislators to attend due to just finishing session, vacations, Memorial Day weekend, graduations, and being exhausted from being in session. It has been discussed, as to whether we step back and reevaluated?

The RC was notified that legislation has been dropped in the hopper that would affect the RCs. The legislation states that if the cities or counties are current on their dues, the RC cannot charge for any additional services and that all supplies, vehicles, etc. must be purchased through Department of Administrative Services (DOAS). Lobbyists who support the RCs, says that the cities and counties need to let our Legislators know that they need the RC services. We need to meet with our Legislators and let them know what is going on.

Checks that Exceed \$25,000

The Executive Committee was informed there were four checks written during the month of April which exceeded the amount of \$25,000.

Aerial Photography Project Initiation & Start up (Balance)	\$57,838.54
Aerial Photography Project 27% Complete	\$81,517.37
North Georgia Technical College - Tuition	\$78,517.00
Lanier Technical College – Tuition & Books	\$51,253.43

OLD BUSINESS

No Old Business

NEW BUSINESS

Authorization to Purchase New Fleet Vehicles

The RC would like to purchase two new fleet vehicles. In the past, RFPs were sent out and then the bids were brought back to the Council. This time, Ms. Feldman has asked to be given authorization to go out to bid for two Ford Taurus' to be added to the fleet. The RC currently has a 2006 Jeep Liberty in the fleet that needs to be replaced. This vehicle has been primarily used for GIS/Planning staff conducting field work. Paint is peeling and some of the internal controls are not functioning. One vehicle would replace the Jeep. The other would be leased to WorkSource for a total of \$1,500 quarterly. The WorkSource staff currently leases one of the GMRC fleet vehicles, but staff are consistently having to rent another vehicle when traveling throughout the region. The availability of two vehicles for WorkSource would cut down on the consistent need to rent vehicles. There is money in the Capital Improvement Account for this purchase. Bill Chafin made a motion to authorize the Executive Director to solicit a RFP for the purchase of two Ford Taurus' to be added to the fleet and also to dispose of the Jeep Liberty. Motion was seconded by J.B. Jones.

State Travel Policy

Due to items that were discovered by DOAA when audits were done on some of the RCs last year, the Georgia Association of Regional Commissions (GARC) are suggesting all RCs across the state to adopt the State Travel Policy. They feel that all RCs would be following a uniform set of rules. Ms. Feldman is taking the State Travel Policy and making few adjustments to it. A draft will be presented to the Council for their review at a later date. The reason for the delay in adopting the new policy is if the GMRC is audited by DOAA for this current year, the RC would have two separate policies to be audited against during that time period. If the Council adopted this policy with an effective of July 1, 2018, the RC would only be using their current travel policy for the fiscal year that was being audited. Sam Norton made a motion to move forward with adopting the State Travel Policy with an effective date of July 1, 2018. Motion was seconded by Jim Conley and motion carried unanimously.

Budget Amendment to FY18 GMRC Budget

Bill Chafin, Finance and Audit Committee Chairman stated the FY18 Budget needed to be amended to include three items. This Amendment includes \$345,295 in Discretionary Grant funds for North Georgia Tech, \$227,979 for the High Demand Career Initiative (HDCI), and \$186,934 for the Stekoa Creek Watershed Project. The Discretionary Grant and HDCI grants are both additional grants for WorkSource. All three items are flow through money. The RC has already received the money, but it was not included in the FY18 Budget when approved at the beginning of the year. The money was received later in the year. This comes as a motion from the Finance Committee to recommend approval of this amendment to the FY18 Budget and take to the Council. Sam Norton seconded the motion and carried unanimously.

Review Process for the FY19 Budget

The Finance Committee approved and recommended the Budget to be passed on to the Executive Committee and Council. The FY19 Budget will be emailed to the Executive Committee next week for their review before next month's meeting.

RLF Update

Jim Conley, RLF Committee Chairman reported that the current loan for business property in Hartwell had gone into default. The RC has first position on the property as collateral. A letter regarding foreclosure has been sent with no response. The legal ad has been run. The RC has paid the taxes on the property to keep it from being auctioned off.

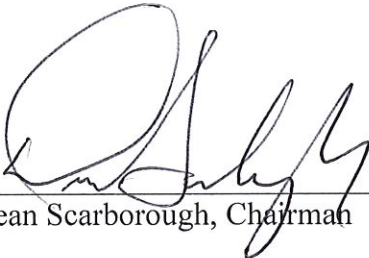
One of the other loans has been sent a demand letter, with no response at this time.

Excused Absence

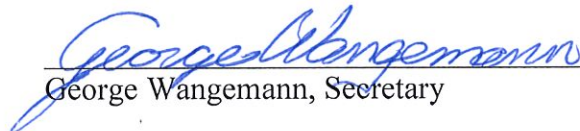
Will Wade who serves as the Governor's Education Appointment on the Council had missed three consecutive Council meetings and had send an email to Chairman Scarborough asking for the Executive Committee to consider excusing at least one of his absences in order to remain on the Council. He apologized for missing the February meeting, but he had to be at the Capitol that day advocating and testifying to a house education committee. The meeting ended so late that he could not make it to the meeting. Also, the December meeting always coincides with the GSBA Annual Conference where he serves on the Executive Committee. Bill Chafin made a motion to excuse the December and February meetings. Sam Norton seconded and motion carried.

ADJOURNMENT

Meeting was adjourned at 5:55 pm.



Dean Scarborough, Chairman



George Wangemann, Secretary