

GRADY COUNTY BOARD OF COMMISSIONERS

MEETING MINUTES

September 6, 2022, Meeting

The Grady County Board of Commissioners met on September 6, 2022, at 9:00 am for a regular meeting. Commissioners LaFaye Copeland, Ray Prince, Keith Moyer, June Knight, Phillip Drew, County Clerk John White, County Finance Director Holly Murkerson, and County Attorney Gabe Ridley were present.

Mr. Drew opened the meeting with the invocation and pledge to the flag.

Motion by Mr. Prince, second by Mrs. Knight to approve the agenda as presented. The motion was approved.

PUBLIC COMMENTS

None

PRESENTATIONS

None

CORRESPONDENCE

The Calendar of Events was reviewed.

Regular Board Meeting, Tuesday, September 20, 2022, at 6:00 pm.

Lake Authority Meeting, Monday, September 12, 2022, at 8:30 am.

CONSENT ITEMS

The consent items were separated out so discussion could take place on C031-22.

C030-22 Motion by Mrs. Knight, second by Mr. Moyer to approve the meeting minutes for the Budget Workshop, Regular Meeting minutes, and the Executive Meeting minutes from 08/16/2022. The motion was approved.

C031-22 Motion by Mr. Moyer, second by Mr. Prince to approve the Rules for the Dumpsites. Mr. Johnson stated he would review the definition of living or owning property with Mr. Elkins so Mr. Elkins could train the attendants. The motion was approved.

FORMAL ACTIONS

FA072-22 Motion by Mr. Moyer, second by Mrs. Copeland to approve the mill rate at 17.383. The motion was approved.

FA073-22 Motion by Mr. Moyer, second by Mrs. Knight to approve the 1-year extension for Crowder Disaster Debris Recovery Services. The motion was approved.

NEW/UNFINISHED BUSINESS

Financial Software – Holly Murkerson

Mrs. Murkerson presented the software from the three companies who had provided information, Smart Fusion, Tyler/Incode, and Clerkbooks. Tyler/Incode was the recommended choice and was cheaper than Smart Fusion which is by the company that the county is currently using. Mr. Kennett, a retired CPA assisted Mrs. Murkerson with the evaluation and agreed that Tyler was the better value.

MOST DESIRED FEATURES:		ADDRESSES FIDUCIARY RESPONSIBILITY AND RISKS		
MODULE	WISH LIST	SMART FUSION	TYLER/ INCODE	CLERKBOOKS
ALL	AUDIT TRACKING; ESPECIALLY ALL AREAS OF PAYROLL	N	Y	Y
ALL	DEPARTMENT HEADS ACCESS TO SOFTWARE (TOTAL OF 23) BUDGETS, ENTER BUDGETS, REQUISITION, PURCHASE ORDERS, ETC.	Y	Y	N
ALL	CLOUD BASED?	Y	Y	N
ALL	MOBILE PHONE APP?	N	Y	N
AP	ELECTRONIC SIGNATURES	Y	Y	N
AP	ENCUMBRANCE AT REQUISITION/PURCHASE ORDER APPROVAL	Y	Y	N
AP	NOTIFICATION OF REQUISITION/PURCHASE ORDER REQUESTS	Y	Y	N
AP	UTILIZE BLANK CHECK STOCK	Y	Y	N
AP	SYSTEM CAN PRINT EACH BANK ACCT ROUTING/ACCT # ON BLANK NUMBERED CHECK STOCK	Y	Y	N
AP	CHARGE FOR SIGNATURES FOR EACH FUND UTILIZING UTILIZING BLANK CHECK STOCK	Y	Y	Y
AP	OPTION TO PAY BILLS BY DUE DATE RATHER THAN PAY GROUP?	N	Y	Y
AP	AUTOMATED AP (ONLINE/ACH/TRANSACTIONS TO RELIEVE GL)	N	Y	N
AP	SCANNING INVOICES TO VOUCHER?	Y	Y	Y
AR	COMPUTER GENERATED RECEIPTS	Y	Y	Y
AR	COMPUTER GENERATED RECEIPTS TRANSFER OVER TO GL	Y	Y	Y
AR	RECEIVABLE MODULE/RECURRING INVOICES	Y	Y	Y
AR	ONLINE DEPOSITS/CHECK SCANNER OPTION	N	Y	N
ASSETS	CAPITAL ASSET MODULE LINKED TO GENERAL LEDGER?	N	Y	Y
FL	AUTOMATED IMPORTED BANK RECONCILIATION - MULTIPLE FUNDS/ACCOUNTS	Y	Y	N
PR	SET PAYROLL REMINDERS OR PREDATED RATE CHANGES/DEDUCTIONS?	N	Y	N
PR	EMAIL PAY STUBS/W2 OR UPLOAD TO EMPLOYEE SELF SERVICE SITE	Y	Y	N
PR	TIMECLOCK LINKED TO PAYROLL AND GENERAL LEDGER (3RD PARTY); POSSIBILITY OF S.O. CLOCKING IN VIA CELL PHONE	Y	Y	Y
PR	POSITION BUDGETING WHERE DIFFERENT SCENARIOS CAN BE ENTERED? LIKE 2% ACROSS THE BOARD AND VACANT POSITIONS INCLUDED IN SOFTWARE? NOT USING EXCEL	N	Y	N
		SMART FUSION	TYLER/ ENCODE	CLERKBOOKS
	COSTS:			
	SOFTWARE MODULE/INITIAL SETUP/CONVERSION*	\$ 66,400	\$ 64,530	\$ 11,695
	SUPPORT			\$ 850
	THIRD PARTY ESTIMATES FOR:			
	TIMECLOCK THAT WILL INTEGRATE AND TRANSFER OVER HOURS			
	EMPLOYEE SELF SERVICE			
	IMPLEMENTATION COSTS	\$ 66,400	\$ 64,530	\$ 12,545
	OTHER CHARGES AS NEEDED OR ANNUALLY			
	CHARGE FOR ELECTRONIC SIGNATURE CHANGES (EACH TIME) FOR ONE FUND	\$ 175	\$ 125	
	ANNUAL MAINTENANCE, SUPPORT, AND HOSTING	\$ 43,300	\$ 37,611	\$ 4,145
	ANNUAL COSTS AFTER INITIAL IMPLEMENTATION	\$ 43,475	\$ 37,736	\$ 4,145

ADDITIONAL NEEDS IF APPROVED:

DESKTOP SCANNERS - APPROX. \$200 EACH (WOULD NEED 5 AT PRESENT - APPROX \$1000)
MICR PRINTER - BLANK CHECK STOCK (\$3000)

	SMART FUSION	TYLER/ INCODE	CLERKBOOKS
23 total features	15	23	9
17 most desired	11	15	5
11 risk associated	6	11	3
% ranking of total	65%	100%	39%
% ranking of desired	65%	88%	29%
% ranking risk associated	55%	100%	27%

SMART FUSION:

- 13 YEARS, 8 EASTERN STATES, 240 CLIENTS OVER 8 STATES
- SEQUEL TO CURRENT ACCOUNTING SYSTEM
- AUDITING IS ONLY FOR SALARIESNOT DEDUCTIONS, TERMINATIONS, ETC
- \$750 PER USER ANNUALLY (25 users is \$18,000 annually)
- DOES NOT OFFER AUTOMATED PAYABLES THAT RELIEVE THE GENERAL LEDGER
- DOES NOT OFFER POSITION BUDGETING WITHOUT USE OF EXCEL
- DOES NOT OFFER PREDATED PAYROLL CHANGES
- IMPLEMENTATION INCLUDES A \$12,000 CUSTOMER LOYALTY DISCOUNT(15%)
- DATA CONVERSION IS AN ESTIMATE; RESERVES THE RIGHT TO CHARGE \$140/HR FOR OVERAGES
- SUPPORT HOURS ARE 8 AM - 5 PM

TYLER:

- 35 YEARS, 8000 PUBLIC SECTOR CLIENTS; 100 CITIES AND COUNTIES IN GEORGIA
- LARGEST PROVIDER FOR GOVERNMENTS
- UNLIMITED USERS/NO COST PER USER
- PAYROLL/HR IS ALL ONE MODULE RATHER THAN BEING SEPARATE MODULES THAT MAY REQUIRE DOUBLE ENTRY
- ITEMS ISSUED TO EMPLOYEE CAN BE TRACKED HERE IN ORDER TO COLLECT WHEN EMPLOYMENT ENDS SUCH AS LAPTOPS, CELL PHONES, ETC.
- NEVER ENCOUNTERED AN ISSUE WITH CONVERTING DATA OVER A LONG PERIOD
- ANY UPDATES OR ENHANCEMENTS ARE AT NO CHARGE
- DASHBOARDS AVAILABLE THAT SHOW REAL TIME BUDGET INFORMATION AND PROACTIVE TO DO LISTS
- SUPPORT AVAILABLE 8 A TO 8 P EST
- IMPLEMENTATION QUOTE INCLUDES A 15% DISCOUNT

CLERKBOOKS NOTES:

- CONVERSION COST WILL VARY BASED ON AMOUNT OF INFORMATION TO BE INTEGRATED ON CONVERSION DATE
 - DOES NOT ALLOW FOR ELECTRONIC SIGNATURES
 - OTHER DEPARTMENTS CANNOT ACCESS SOFTWARE
 - WILL NEVER OFFER A CLOUD BASED OPTION
 - CANNOT UTILIZE BLANK NUMBERED CHECK STOCK
 - DOESN'T INCLUDE A PURCHASE ORDER/ENCUMBRANCE SYSTEM
 - DOES NOT OFFER POSITION BUDGETING
 - DOES NOT OFFER PREDATED PAYROLL CHANGES
- THE COSTS LISTED UNDER ANNUAL IS FOR QUICKBOOKS
- SUPPORT CAN BE ADJUSTED FROM YEAR - BASED ON BLOCK OF HOURS; INITIAL IMPLEMENTATION INCLUDES 10 HOURS
- HARD TO REACH JULY THROUGH SEPT; BUSY TIME OF YEAR FOR THEM
- INCLUDES ONLY 5 USERS
- HAS TO GO THROUGH AN UNTRACKABLE PROCESS AFTER BANK REC IS DONE TO CONVERT TO GOVERNMENT ACCOUNTING
- DEMO WAS NOT IMPRESSIVE; COULDN'T DEMONSTRATE MANY OF THE FEATURES
- PAYSTUBS CAN BE EMAILED/NOT UPLOADED TO AN ESS
- DISCOURAGES AUTOMATIC FEATURES ALTHOUGH NOT PART OF HIS SYSTEM
- STATES ONLINE VERSION IS REALLY, REALLY BAD - WON'T EVER TO GO ONLINE
- USED BY 180 CITIES/NO COUNTIES, 26 STATES SINCE 2005

FA074-22 Motion by Mr. Prince, second by Mrs. Knight to approve the purchase and use of Tyler for our accounting needs. The motion was approved.

Mrs. Murkerson discussed about the minor budget changes that have been made.

	GRADY COUNTY BOARD OF COMMISSIONERS	
	TENTATIVE BUDGET - FY2023	
	BP YEAR TO PROCESS: 01/01/2023 TO 12/31/2023	
	SEPTEMBER 6, 2022	
	TENTATIVE	TENTATIVE APPROVED
	<u>2023</u>	<u>2023</u>
REVENUE:	18,672,500	
EXPENDITURES:		
01 COMMISSIONERS	733,300	
02 ROAD	1,925,200	
03 SHOP	357,400	
04 DETENTION CENTER	2,025,000	
05 SHERIFF	2,379,900	
06 EMS	1,924,100	
07 CLERK OF COURT	434,700	
08 COURTS	567,700	
09 PROBATE	245,600	
10 MAGISTRATE	240,000	
11 TAX COMMISSIONER	441,600	
12 TAX ASSESSOR	446,400	
13 RECREATION	493,100	
14 COUNTY AGENT	157,600	
15 BUILDINGS & GROUNDS	750,200	
16 REGISTRAR	92,300	
17 CODE ENFORCEMENT	355,600	
18 ANIMAL CONTROL	135,400	
19 VFD	562,800	
20 GENERAL GOVERNMENT	1,138,000	
21 INTERAGENCY	1,228,900	
22 SOLID WASTE	1,514,700	
23 TIRED CREEK	516,400	
24 BOARD OF EQUALIZATION	6,600	
TOTAL EXPENDITURES	18,672,500	

Revenue includes \$1,761,200 of fund balance

Does not include any pay rate or COLA increases for 2023

Does not include any of the other departmental requests presented to the Board

Does not include any of the capital project/assets presented to the Board

2023 BUDGET REQUESTS

CAPITAL PROJECTS DEPT 26

CAPITAL ASSET	DEPT	ITEM	AMOUNT	DETAILS
VEHICLES	EMS	AMBULANCE	\$ 238,000	NEW TRUCK AND BOX
VEHICLES	DETENTION	TRUCK	\$ 30,000	PICK UP TRASH, MOVE THINGS FROM ONE BUILDING TO ANOTHER
BUILDING	VFD	STATION	\$ 80,000	ANOTHER FIRE STATION; NO PROPERTY YET
OTHER	CLERK	CARPET	\$ 10,000	DEED ROOM
TOTAL CAPITAL REQUESTS			\$ 358,000	

VEHICLE	VFD	FIRETRUCK	\$ 300,000	POSSIBLE 2024 BUDGET
IMPROVEMENTS INFRASTRUCTURE	COURT	RENOVATIONS	\$ -	REQUESTED BY JUDGE CHASON/POSSIBLE 2024 BUDGET
IMPROVEMENTS INFRASTRUCTURE	EMS	RENOVATIONS	\$ -	LEARNING CENTER RENOVATIONS FOR EMS/CORONER - POSSIBLE 2024 BUDGET
DEFER TO 2024			\$ 300,000	

2023 ADDITIONAL BUDGET REQUESTS BY DEPARTMENT NOT INCLUDED IN RECOMMENDED

SHERIFF OFFICE:		<i>SALARIES CALCULATED AT \$15/HR</i>	
SALARIES	\$ 165,000.00	ADD 4 FT DEPUTIES; 2 FOR PATROL AND 2 FOR COURTHOUSE SECURITY	
SALARIES	\$ (22,800.00)	CUT 4 PT POSITIONS	
UNIFORMS	\$ 2,400.00	ADD FOR 4 FT @ \$600	
UNIFORMS	\$ (1,200.00)	CUT FOR 4 PT @ 300	
TRAINING	\$ 17,600.00	4 FT @ \$4400	
OVERTIME	\$ (6,000.00)	DECREASE REGULAR OT (DANIEL/BUDDY'S ROUGH ESTIMATE)	
OUTFITTING	\$ 42,000.00	4 FT @ \$10,500	
CELL PHONES	\$ 4,500.00	4 CELL PHONES @ \$46 MONTHLY AND 4 SIM CARDS @ \$47.00 FOR ROUTERS IN CARS	
VEHICLES	\$ 116,000.00	2 - USE THE NUMBERS FOR PURCHASE AND OUTFITTING THE INTERCEPTORS	
BENEFITS	\$ 41,300.00	USUALLY 25% OF SALARY	
	\$ 358,800.00		
MAGISTRATE:		\$ 34,500.00	ADDITIONAL FT ADMINISTRATIVE STAFF PERSON AT \$13.25/HR; 25% BENEFITS
TAX COMM:			
SALARY INCREASES	\$ 10,000.00	MAKE L. SELLERS AND L. ROBERSON DEPUTY; B. DARUS RESEARCHING	
TAX ASSESSOR:		\$ 5,000.00	WANTS TO ADD \$5000 OVERTIME; PAID OUT \$2000 IN JAN THRU APRIL
REGISTRAR:		\$ 12,500.00	REQUESTED A PT EMPLOYEE (12@1040 = 12,480)/\$6000 ALREADY BUDGETED FOR PT ASSISTANCE
	\$ 420,800.00		

**SOME OF THE EQUIPMENT HAS INCREASED FROM THE AMOUNTS LISTED UNDER SHERIFF OFFICE

UPDATED 8/9/22	BUDGETED SALARIES/OT W/OUT BONUSES	15%	SALARIES/OT WITH 15%	\$.50/HR REG/OT COLA	SALARIES/OT WITH ONLY \$.50/HR COLA	TOTAL PROJECTED SALARY INCREASES 15% AND \$.50/HR COLA	ADDITIONAL FICA	SALARY INCREASES 15% AND \$.50/HR COLA AND FICA TO BE ADDED TO BUDGET	TOTAL SALARIES W/BOTH INCREASES		
1	COMMISSIONERS OFFICE	\$ 324,000	\$ 48,600	\$ 372,600	\$ 6,490	\$ 330,490	\$ 55,090	\$ 4,214	\$ 59,304	\$ 379,090	USING 2022 SALARIES; NO 15% FOR COMMISSIONERS
2	ROAD	\$ 625,700	\$ 93,855	\$ 719,555	\$ 20,003	\$ 645,703	\$ 113,858	\$ 8,710	\$ 122,568	\$ 739,558	
3	SHOP	\$ 196,200	\$ 29,430	\$ 225,630	\$ 5,450	\$ 201,650	\$ 34,880	\$ 2,668	\$ 37,548	\$ 231,080	
4	DETENTION	\$ 1,041,100	\$ 156,165	\$ 1,197,265	\$ 33,175	\$ 1,074,275	\$ 189,340	\$ 14,484	\$ 203,824	\$ 1,230,440	
5	SHERIFF	\$ 1,283,000	\$ 192,450	\$ 1,475,450	\$ 34,136	\$ 1,317,136	\$ 226,586	\$ 17,334	\$ 243,920	\$ 1,509,586	DOESN'T INCLUDE SHERIFF OR ANY ADD'L DEPUTIES
6	EMS	\$ 1,202,500	\$ 180,375	\$ 1,382,875	\$ 41,180	\$ 1,243,680	\$ 221,555	\$ 16,949	\$ 238,504	\$ 1,424,055	
7	CLERK OF COURT	\$ 179,200	\$ 26,880	\$ 206,080	\$ 5,765	\$ 184,965	\$ 32,645	\$ 2,497	\$ 35,142	\$ 211,845	DOESN'T INCLUDE CLERK OF SUPERIOR COURT
9	PROBATE	\$ 59,800	\$ 8,970	\$ 68,770	\$ 2,116	\$ 61,916	\$ 11,086	\$ 848	\$ 11,934	\$ 70,886	DOESN'T INCLUDE PROBATE JUDGE
10	MAGISTRATE	\$ 72,300	\$ 10,845	\$ 83,145	\$ 2,095	\$ 74,395	\$ 12,940	\$ 990	\$ 13,929	\$ 85,240	DOESN'T INCLUDE FT AND PT MAGISTRATES
11	TAX COMM	\$ 139,400	\$ 20,910	\$ 160,310	\$ 5,200	\$ 144,600	\$ 26,110	\$ 1,997	\$ 28,107	\$ 165,510	DOESN'T INCLUDE TAX COMMISSIONER
12	TAX ASSESSOR	\$ 127,500	\$ 19,125	\$ 146,625	\$ 3,120	\$ 130,620	\$ 22,245	\$ 1,702	\$ 23,947	\$ 149,745	DOESN'T INCLUDE BOARD OF REGISTRARS
13	RECREATION	\$ 213,800	\$ 32,070	\$ 245,870	\$ 6,240	\$ 220,040	\$ 38,310	\$ 2,931	\$ 41,241	\$ 252,110	
14	EXTENSION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
15	BLDG/GROUNDS	\$ 138,500	\$ 20,775	\$ 159,275	\$ 5,848	\$ 144,348	\$ 26,623	\$ 2,037	\$ 28,660	\$ 165,123	
16	REGISTRAR	\$ 44,200	\$ 6,630	\$ 50,830	\$ 1,040	\$ 45,240	\$ 7,670	\$ 587	\$ 8,257	\$ 51,870	
17	CODE ENFORCEMENT	\$ 228,300	\$ 34,245	\$ 262,545	\$ 5,215	\$ 233,515	\$ 39,460	\$ 3,019	\$ 42,479	\$ 267,760	
18	ANIMAL CONTROL	\$ 73,900	\$ 11,085	\$ 84,985	\$ 2,184	\$ 76,084	\$ 13,269	\$ 1,015	\$ 14,284	\$ 87,169	
19	VFD	\$ 132,100	\$ 19,815	\$ 151,915	\$ 2,860	\$ 134,960	\$ 22,675	\$ 1,735	\$ 24,410	\$ 154,775	
22	SOLID WASTE	\$ 180,200	\$ 27,030	\$ 207,230	\$ 10,140	\$ 190,340	\$ 37,170	\$ 2,844	\$ 40,014	\$ 217,370	
23	TIRED CREEK LAKE	\$ 74,500	\$ 11,175	\$ 85,675	\$ 1,040	\$ 75,540	\$ 12,215	\$ 934	\$ 13,149	\$ 86,715	
		\$ 6,336,200	\$ 950,430	\$ 7,286,630	\$ 193,294	\$ 6,529,494	\$ 1,143,724	\$ 87,495	\$ 1,231,219	\$ 7,479,924	
NOTES:									\$ 1,143,724	\$ 6,336,200	
1. ADDITIONAL HIRE REQUESTS FOR MAGISTRATE, REGISTRAR, SHERIFF OFFICE, ARE NOT INCLUDED									\$ 87,495	\$ 1,143,724	
2. REQUESTS FOR ADDITIONAL OT IN THE CLERK'S OFFICE AND TAX ASSESSORS OFFICE IS NOT INCLUDED									\$ 1,231,219	\$ 7,479,924	
3. ADDITIONAL INCREASES FOR 2 STAFF IN TAX COMMISSIONERS OFFICE IS NOT INCLUDED											
4. PT TO FT STAFF IN COMMISSIONERS OFFICE IS INCLUDED SINCE ALREADY APPROVED											

Mrs. Knight asked about Mizpah Church road and was told the bids will be reviewed on 9/20/22.

Mrs. Copeland asked about Tired Creek Road and she stated she would follow up with Stanley.

The Commissioners discussed the possibility of abandoning Kemp Road per a request by one of the owners on the road. They stated people are dumping trash on the road.

FA075-22 Motion by Mrs. Knight, second by Mrs. Copeland to temporarily close Kemp Road while Mr. Ridley conducts research on the road and see what steps are next to abandon the road. The motion was approved.

Mr. Prince asked where we were with the address updates and Mr. Johnson stated that we should have the final map soon.

Mrs. Copeland stated it is her birthday on Thursday, 09/08.

EXECUTIVE SESSION:

None

REPORTS

- A. Attorney's Report – None
- B. Animal Control 08/22
- C. Roads and Bridges 08/22

RESOLUTIONS, PROCLAMATIONS, AND AGREEMENTS

Regular Board of Commissioners Meeting Agenda

September 6, 2022, 9:00 AM

- I. Executive Duties
 - A. Call to Order – 9:00 AM
 - B. Invocation/Pledge
 - C. Adoption of Agenda
 - D. Public Comments (3 Mins)
- II. Presentations
 - None
- III. Correspondence
 - A. Calendar of events

Regular Board Meeting, Tuesday, September 20, 2022, at 6:00 pm

Lake Authority Meeting, Monday, September 12, 2022, at 8:30 am

- IV. Consent Items – (One motion)
 - C030-22 Approval Budget Workshop Minutes, Regular Meeting Minutes and Executive Meeting Minutes from 08/16/2022
 - C031-22 Approve the Rules for the Dumpsites.

V. Formal Actions

FA072-22 Approve/Disapprove setting Mill Rate at 17.383.

FA073-22 Approve/Disapprove 1 year extension for Crowder Disaster Debris Recovery Services.

- VI. New and unfinished Business
 - Timber Consultant Information
 - Financial Software information.
 - Budget
- VII. Executive Session
 - None
- VIII. Reports
 - a. Attorney's Report
 - b. Animal Control 08/22

c. Roads and Bridges 08/22

d.

VIII. Adjournment

Individuals with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting, or the facilities are required to contact the ADA Coordinator at 229-377-1512 promptly to allow the County to make reasonable accommodations for those persons.

ADJOURNMENT

Motion to adjourn was made by Mrs. Copeland and second by Mrs. Knight. The motion was approved.

ATTEST:

JOHN WHITE, COUNTY CLERK

PHILLIP DREW, CHAIR

June Knight, VICE-CHAIR

RAY PRINCE, COMMISSIONER

Keith Moye, COMMISSIONER

LAFAYE COPELAND, COMMISSIONER