

## **MINUTES—REGULAR MEETING OF THE CAMDEN COUNTY PUBLIC SERVICE AUTHORITY**

March 21, 2019

Meeting convened at 5:32 pm by Parrott

Roll Call—All members present, with the exception of Brant  
Board Members Present: Parrott, Morrissey, Day, Starline

Invocation and Pledge of Allegiance

Adoption of Agenda

Parrott called for a motion to adopt agenda.

Executive Director Cason addressed the board concerning adding an item for Legislative Updates to the Reports section of the agenda.

Starline motioned to adopt amended agenda to include report on Legislative Updates .

Day seconded.

Motion passed—unanimous vote.

Approval of Minutes

Parrot called for a motion to approve minutes from the regular meeting held February 21, 2019.

Morrissey made a motion to approve the minutes as presented.

Day seconded.

Motion passed—unanimous vote.

### **PUBLIC COMMENT**

No public comments were made.

### **REGULAR AGENDA ITEM 1:**

PSA Executive Director reviewed the Right of Way Mowing plan included in the Board packet. He expressed to the board that this was provided for their review, and to inform. Discussion followed concerning need for, obtaining, and maintaining POST certified staff, liability of using inmate labor, and moving County boom mowers to this program.

### **REGULAR AGENDA ITEM 2:**

PSA Executive Director addressed the board about ownership of properties that PSA maintains. The list of properties and ownership was included in the Board packet. He expressed to the board that currently, the owners of the property are responsible for liability coverage.

Discussion followed concerning the PSA being deeded all the property that it maintains, and including a reverter clause for each property; not addressing this issue until current legislation is resolved; the PSA leasing the properties VS transferring ownership to the PSA; and need for consistency in any decision made.

There was also discussion about location of the North End Walking Trail location, a piece of property utilized at Maple Ford being part of an estate and possible using a friendly condemnation to resolve this issue, and the current vandalism to the Community Center trailer at Maple Ford.

Parrot asked the Director to look into cost/feasibility of putting portable surveillance at parks.

### **REGULAR AGENDA ITEM 3:**

PSA Executive Director reviewed the proposed FY20 budget that was included in the Board's packet, and explained that this did not include a complete version of revenues, as that process has not been completed. He also thanked Ms. Filiz Morrow (Finance Director, Kingsland) for her time spent assisting with the budget process.

Discussion followed, including the presented budget being fairly factual; how management staff were included and educated on budget preparation during the process; the possibility of either having a dedicated budget meeting or designating the next regular meeting solely for budget purposes; varying cell phone expenses; whether or not the presented budget was too conservative and the need to make sure it is realistic and not constrictive.

The Director addressed the Board's concerns by stating that SPLOST passing eliminated the need to include large amounts for necessary repairs, and allows the PSA to have a more reasonable budget. He stated that the PSA needs to be as efficient as possible with consideration to funding entities, and any additions will ideally be paid by PSA revenues. Discussion ensued on need for creating a fund balance. Director also stated that the presented budget only included needs, and not wants.

### **REGULAR AGENDA ITEM 4:**

The Director reviewed the report included in the Board Packet concerning the PSA's current fee structure in comparison to other entities that offered the same type of amenities and programming—mainly YMCA's—and explained that the PSA was looking to adjust fees to be more in line with comparable organizations.

Discussion ensued about fairness of using YMCA's for comparisons, a 25% increase being too much, considering a 2-5% increase, an increase in what we offer included in any price increase, the need for more research, and how any increase would be implemented. Discussion continued to include the evaluation of current programs to determine if they are currently self-sustaining, and our partnership with the High School/Board of Education.

### **REGULAR AGENDA ITEM 5:**

Parrot stated that per Mr. Cason's employment offer letter, the 6 month evaluation period was up and it was time for the performance review, to possibly include a pay increase—as per terms agreed upon in offer. Discussion followed, which included praise for the work performed so far, a proposed \$5,000 increase to the director's annual salary with another review in 6 months, and possible ways of publically posting the Director's monthly report to the Board.

Parrott called for a motion.

Starline made a motion to award Mr. Cason a \$5000 increase in light of his accomplishments and to review his performance again in 6 months.

Morrissey seconded.

Motion passed—unanimous vote.

Day asked for a monthly punch list on projects.

## REPORTS

### LEGISLATIVE UPDATE

Attorney Myers reviewed the proposed state legislation to amend the original 1990 legislation concerning the PSA. His initial impression from the information was that he could not be sure of the effect the legislation would have on the structure of the PSA. Proposed legislation would remove section that defines powers and objectives of the PSA. Proposed legislation would dictate board structure and require a 9 member board and would also add audit requirements. He also mentioned that the legislation would be subject to referendum if it passed.

Discussion followed concerning the timing of the legislation, the feasibility of the proposed board structure, changes that have already been made that address the issues covered in the legislation, the lack of time allowed for the PSA to fully review the legislation, and the recommended course of action. Discussion also included the logistics of putting together an alternate proposal.

### TREASURER'S REPORT

Treasurer reviewed the financial report included in the agenda packet, and informed the Board that we are currently 66.67% through the current budget year, she saw no red flags, and gave them notice that large invoices would be reflected in the budget report.

### EXECUTIVE DIRECTOR'S REPORT

Mr. Cason reviewed the highlights of his report as included in the agenda packet, which included a master plan proposal, and increasing citizen involvement in PSA decision making. He finished his report by informing the Board that a SPLOST update for the current year would be included in next month's report, and that Chris Amos had contacted him.

Starline requested digital packets going forward.

Morrissey expressed desire to start thinking about long term goals, and getting them set once we are stable to be able to leave future board members direction.

Mr. Cason asked board to please pass along any requests they received from citizens so the PSA can address issues as they arise.

Chairman Parrott adjourned meeting at 7:27 pm.

APPROVED IN OPEN SESSION THIS 18 DAY OF April, 2019.

  
LANNIE BRANT, PSA VICE CHAIRMAN

  
ATTEST: SHAWNIE SAHADEO, SECRETARY