

MINUTES—REGULAR MEETING OF THE CAMDEN COUNTY PUBLIC SERVICE AUTHORITY

September 19, 2019

Meeting convened at 5:34 pm by Vice Chairman Brant

Invocation and Pledge of Allegiance

Roll Call— Chairman Parrott & Day- absent

Board Members Present: Vice Chairman Brant, Starline, Morrissey

Approval of Minutes

Vice Chairman Brant called for motion to approve minutes from regular board meeting on August 15, 2019.

Starline motioned to table adoption of minutes as neither he nor Brant were at the August 15, 2019 meeting.

Morrissey seconded.

Motion passed—unanimous vote

Adoption of Agenda

Vice Chairman Brant called for adoption of the agenda.

Treasurer called for amendment to add item #16: bid award for playground equipment

Morrissey motioned to adopt agenda with amendment

Starline seconded.

Motion passed – unanimous vote

PUBLIC COMMENT

There was no public comment.

REGULAR AGENDA ITEM 1:

Mr. Patrick Brooks introduced himself to the Board. He stated he's from Charlton County and currently represents other municipalities and entities around Camden.

Vice Chairman Brant called for a motion to approve Brooks as PSA Attorney

Morrissey motioned to choose Brooks as PSA Attorney

Brant seconded

Motion passed – unanimous vote

REGULAR AGENDA ITEM 2:

PSA Executive Director explained why the Athletic Policy was needed and how it was developed. Stated all athletic activities would need to adhere to this policy going forward. He indicated that Mrs. Perkins manages all programs and was instrumental in developing the policy.

Vice Chairman Brant called for a motion to adopt Athletic Policy.

Starline motioned to adopt policy as it stands.

Morrissey seconded.

Motion passed—unanimous vote

REGULAR AGENDA ITEM 3:

Mr. Cason indicated EMA director asked him to develop hurricane plan. Plan was started and 1st draft completed before Hurricane Dorian. The PSA is a level 3 provider that moves in after Level 2 providers are in place. PSA is instrumental in park clean-up and damage assessment. PSA also provides venue for public health to complete evacuation procedures. Plan stipulates staff duties. Cason would like to additional material to the Plan and will have final draft ready at next Board meeting. Starline asked if Executive Director is coordinating with Chuck White, EMA director. Cason indicated he sent 1st draft to Mr. White before sending to Board. Cason indicated he would send the final draft to Mr. White before Board vote next month.

Morrissey asked Cason if he had been approved about post-storm shelter after the storm. Cason had not been. Morrissey asked about the possibility of the PSA taking a position on the potential to serve as a post-storm shelter. Starline stated the County does not have a post-storm shelter.

Cason indicated EMA asked if PSA could get a generator to act as point of contact for law enforcement, EMT in case of a catastrophic event. GA power and REA will utilize the PSA parking lot and ninth grade center parking lot as a staging area. Brant brought up the PSA kitchen and the ability to serve power. Starline indicated that there isn't anywhere in the county where the elevation is high enough to serve as a shelter. Morrissey didn't want to state that we are not a shelter. Cason indicated plan will call for PSA to function as the EMA director directs. Brant would like to look at the possibility of PSA having a backup generator and indicated there may be grant possibilities. Buck indicated we would need a 150kw generator. Starline indicated the PSA could benefit the first-responders.

REGULAR AGENDA ITEM 4:

Mr. Steve Larson presented grant program with GameTime wherein the PSA could see potential cost savings of up to 24%. GameTime, Inc is offering a matching grant on all playground equipment ordered by Oct 31, 2019 and shipped before the end of the calendar year. Grant could save money on Little Catfish Creek Park. If multiple park equipment is ordered at the same time, matching grants could increase. GameTime normally issues discounts based on per location, however they would lump all of Camden County together as one location to maximize grant match.

Little Catfish Park needs new structure WB Lions Park needs structure \$115,000 allotted to these two parks in SPLOST 8. Cason indicated we will still procure multiple bids. If purchase is approved in Oct Board meeting, we can purchase more pieces with the grant available. Starline asked if PSA had funds available for this; Cason indicated PSA did. Mr. Larson indicated PSA could wait until Dec 15 to pay for equipment. Morrissey asked about warranties and maintenance on these purchases and Larson stated warranties are listed in contract. Cason is working on staff person as a certified playground inspector who would work closely with GameTime.

REGULAR AGENDA ITEM 5:

Discussion ensued concerning the Miracle Field agreement. Morrissey questioned gratuities clause. Brooks clearly stated agreement ensured sufficient consideration is being provided by the Miracle League.

Starline called for a motion to approve agreement
Morrissey motioned to approve
Motion passed – unanimous vote

REGULAR AGENDA ITEM 6:

Executive Director Cason indicated need for Executive Director to be named HR Director as a Bylaw change. All HR and Payroll is now handled by the PSA.

Starline called for a motion to approve the change
Morrissey seconded the motion
Motion passed—unanimous vote.

REGULAR AGENDA ITEM #7

Executive Director Cason indicated items in surplus list for Athletics, Fitness, and Aquatics. Brant questioned liability of selling certain items; Cason indicated certain athletic equipment couldn't be resold b/c of safety issues.

Starline called for a motion to approve surplus list
Morrissey seconded the motion
Motion passed – unanimous vote

REGULAR AGENDA ITEM #8

Starline asked Brooks if Board can take a position on the upcoming referendum; Brooks indicated that he is unaware of any specific prohibitions against taking a position. Brooks didn't think it wise for Board to take a stand for/against referendum. Starline indicated PSA Board should not take a position, but County Board could take a position; Brooks agreed with Starline. Cason summarized discussion by stating that PSA Board would not take a position.

REGULAR AGENDA ITEM #9

Discussion ensued concerning November board meeting. Executive Director indicated he would email out different dates for meeting.

REGULAR AGENDA ITEM #10

Treasurer indicated purchase of (1) Ford F-250 truck; staff recommends lowest bidder, Murray Ford of Kingsland, for a price of \$28,923. Funding source is SPLOST VIII.

Morrissey called for motion to approve.

Brant seconded motion

Motion passed – unanimous vote

REGULAR AGENDA ITEM #11

Treasurer indicated purchase of (2) tote's for Mosquito Control chemicals; staff recommends lowest bidder, ADAPCO, for a total price of \$8,569.00. Funding source is General Fund.

Starline called for motion to approve

Morrissey seconded motion

Motion passed – unanimous vote

REGULAR AGENDA ITEM #12

Treasurer indicated purchase of (1) pool heater with pump; staff recommends lowest bidder, Engineering & Equipment, for a price of \$26,858.67. Funding source is SPLOST VIII.

Brant questioned bids to ensure the same type of heater was being quoted; Executive Director confirmed heaters were all the same. Morrissey asked about life cycle of pool heater; Executive Director indicated normal life expectancy is 6 yrs. Discussion ensued about natural gas vs propane and cost associated with each. Brand indicated he uses Ferrellgas out of Brunswick. Executive Director indicated school system reimburses a portion of pool heater costs.

Morrissey called for motion to approve

Starline Seconded motion

Motion passed – unanimous vote

REGULAR AGENDA ITEM #13

Treasurer indicated purchase of tackle football jerseys, flag football jerseys, and cheerleading pom-poms; staff recommends lowest bidder, Lil Seabags, for a total price of \$10,058.80. Funding source is General Fund.

Bid tabulation from the Sport Shop was recorded incorrectly and should have been listed as \$10,447.35.

Morrissey called for motion to approve

Starline seconded motion

Motion passed – unanimous vote

REGULAR AGENDA ITEM #14

Treasurer indicated purchase of minor equipment for football. Various equipment pieces were listed; staff recommends lowest price in each category.

Starline called for motion to approve bids as stated

Morrissey seconded

Motion passed – unanimous vote

REGULAR AGENDA ITEM #15

Treasurer indicated purchase of fencing for Woodbine Highway 110 Park; staff recommends the lowest bid from South Georgia Fencing and Decking, for a total price of \$17,916.50. Funding source is SPLOST VII.

Treasurer stated 3rd bid could not be obtained. Morrissey verified fencing included installation.

Starline called for motion to approve bid as stated

Morrissey seconded

Motion passed – unanimous vote.

REGULAR AGENDA AMENDED ITEM #16

Treasurer indicated purchase of playground equipment in the amount of \$11,576.34 from GameTime Equipment. No other bides are available as equipment is proprietary and pieces fit existing playground structure. Equipment is for Howard Peeples Park; funding source is SPLOST VII.

Morrissey called for motion to approve bid as stated

Starline seconded

Motion passed – unanimous vote

REPORTS

EXECUTIVE DIRECTOR'S REPORT

ED Cason questioned other fencing companies; Morrissey mentioned fencing in St Marys that was replaced after Irma and suggested calling public works for vendor; Brant mentioned T&T from Waycross. Cason mentioned issues in finding 3rd bid for fencing. Cason highlighted membership 50+ avg each month; Silver Sneakers continue to grow; potential found income from Silver Sneakers could be 3K; parks fees are up by 50% from prior years; Swim team up to 46 members; Executive Director highlighted increases in revenues; ED mentioned YE19 audit materials are ready for auditor.

Morrissey started discussion on athletic activities and public perception – ED Cason indicated there have been no complaints and the positive feedback generated from gymnastics. Starline discussed re-investing in programs that generate net positive revenue; Cason acknowledge this and mentioned upcoming plans for gymnastics room.

Chairman Brant called for motion to adjourn.
Brant motioned to adjourn.
Starline seconded.
Motion passed--unanimous vote.

Meeting adjourned at 6:59 pm.

APPROVED IN OPEN SESSION THIS _____ DAY OF _____, 20____.

DRAFT