

**CAMDEN COUNTY PUBLIC SERVICE AUTHORITY
REGULAR MEETING
JUNE 18, 2020
5:30 PM**

Present: Chairman Lannie Brant; Vice-Chairman Grayson Day; Commissioner Ben L. Casey; Mayor John Morrissey; Mayor Kizzi Knight; Terry Landreth; Lili High; Executive Director Joey Cason; Attorney Patrick Brooks and Secretary Teresa Patterson

Absent: Matthew Turner and Denise Levasseur

Chairman Brant called the meeting to order at 5:30 PM.
Chairman Brant delivered the invocation.
Chairman Brant led the Pledge of Allegiance.

Agenda Amendments

Chairman Brant asked for proposed amendments to the agenda.
No agenda amendments were offered during this time.

Motion to Adopt the Agenda

Chairman Brant asked for motion to adopt agenda.
Commissioner Casey made a motion to adopt agenda.
Landreth seconded
The motion carried unanimously.

Approval of the Minutes

Chairman Brant asked for a motion to approve minutes from regular board meeting on May 21, 2020.
Morrissey made a motion to approve the minutes.
Knight seconded
The motion carried unanimously.

Public Comments

No public comments were offered during this time.

Regular Agenda Item 1

Board member Terry Landreth presented the board with the Coastal Georgia Bike and Pedestrian Plan. This plan was produced by the Coastal Regional Commission in Darien, Georgia.

Regular Agenda Item 2

Executive Director Cason provided the board with the proposed budget amendment for July-September 2020. Cason stated there is an adjustment to the budget amendment. Due to not hosting summer camp, this will reduce the revenues and expenses by \$40,700.

Commissioner Casey made a motion to accept the budget amendment.

Knight seconded

The motion carried unanimously.

Regular Agenda Item 3

Discussion ensued on comp time. In the past, the Camden PSA allowed full time, salaried staff to accumulate comp time when they worked over 40 hours in a work week. The primary positions that this benefited were Athletics and Aquatics.

Cason, as the HR Director, recommends the following changes in the policy:

1. Beginning immediately comp time can only be added with the approval of the Executive Director.
2. Effective immediately, all comp time must be utilized before annual or sick leave can be used. Remaining comp time must be used prior to September 30th, 2021.
3. Other means of reducing comp time balance will be considered to reduce the current balance of time.
4. Effective October 1, 2021 the PSA will no longer allow comp time to be used.

Knight questioned if the comp time will stop accumulation due to more staff. Cason stated that is correct.

Chairman Brant would like any comp time accumulated to be used during the pay period.

Landreth asked if the PSA was in line with the IRS concerning comp time.

Regular Agenda Item 4

Executive Director Cason discussed the financial oversight and check signing. In the past all check signing was handled in house. Upon Cason's arrival he immediately reached out to all the finance directors in the 4 funding governments. Currently the PSA Executive Director and City of Kingsland Finance Director, Ms. Filiz Morrow, are the check signers.

Cason recommends going forward that the check signers rotate annually between the 4 funding governments. This would insure that each funding government is involved with the budget.

Vice-Chairman Day stated that Ms. Morrow has offered to continue the check signing for more year.

Chairman Brant asked for a motion

Commissoner Casey made a motion to start rotating between the finance directors.

Chairman Brant seconded

The motion carries with Chairman Brant, Commissioner Casey, Morrissey, Knight and High voting in favor and Vice-Chairman Day and Landreth voting against.

Regular Agenda Item 5

Executive Director Cason briefed the board on special projects. Cason introduced Ms. Genny Maks as the new finance manager.

Other special project updates include: dog park is very close to completion, pickleball fencing and court resurfacing are complete, disc golf course is waiting on a sign, St Marys concession stand is waiting on new roof, St Marys Pool will not open because of repairs, Honey Creek survey is done, ROW and Mosquito Control are doing well.

Chairman Brant called for a motion adjourn.

Landreth made a motion to adjourn regular meeting.

Knight seconded

Meeting adjourned at 6:28PM

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

Lannie Brant, PSA CHAIRMAN

ATTEST: TERESA PATTERSON, SECRETARY