

**CAMDEN COUNTY PUBLIC SERVICE AUTHORITY
REGULAR MEETING
FEBRUARY 20, 2020, 5:30 PM**

Present: Chairman Lannie Brant; Commissioner Ben Casey; Mayor John Morrissey; Mayor Kizzi Knight; Lili High; Terry Landreth; Denise Levasseur; Matthew Turner; Executive Director Joey Cason; Attorney John S. Myers; Treasurer Tara Ealy and Secretary Teresa Patterson

Absent: Vice-Chairman Grayson Day

Convene meeting at 5:30 p.m.

Invocation and Pledge of Allegiance

Agenda Amendments

Chairman Brant asked for proposed amendments to the agenda.
Treasurer called for amendment to add agenda item #10. Discussion concerning placement of satellites on the press box at the stadium to live stream sports.

Chairman Brant asked for motion to adopt agenda with amendment.

Mayor Morrissey made a motion

Knight seconded

The motion carried unanimously.

Approval of the Minutes

Chairman Brant asked for a motion to approve minutes from regular board meeting on January 16, 2020.

Turner made a motion to adopt minutes

Morrissey seconded

The motion carried unanimously.

Public Comment

Steve Haughn, St Marys

Mr. Haughn has been utilizing the PSA facilities for 4 ½ years. He stated that after Executive Director Cason was hired he turned the staff and culture around. The staff is happy, the building is clean and equipment is being repaired. The PSA is moving forward and thriving.

Elvis Randolph, Spring Bluff

Mr. Randolph requested a better system for picking up keys when reserving the kitchen at outlining parks. Executive Director Cason stated he is looking into getting coded locks for the kitchens.

Regular Agenda Item 1

Discussion on and vote on local vendor match. Executive Director Cason met with a local vendor. Cason was asked to consider increasing the 5 percent purchasing policy. Cason stated all other funding entities are at 5 percent. In order to stay consistent staff feels they should remain with the 5 percent. Mayor Morrissey determined the 5 percent was fair. Landreth asked about the number of local vendors applying for the bids and the process.

Chairman Brant asked for a motion to approve or deny the standing policy.

Mayor Morrissey made a motion to sustain the current policy.

Casey seconded

The motion carried unanimously.

Regular Agenda Item 2

Discussion on and vote on change in lower amount purchases. Staff recommends an increase to \$500. Cason explained staff currently have a limit of \$250. Anything over \$250 staff must stop their projects and obtain 2 quotes before moving forward.

Mayor Knight made a motion to increase to \$500.

Turner seconded

The motion carried unanimously.

Regular Agenda Item 3

Executive Director Cason explained the original legislation that created the PSA stipulated the fiscal year to run October 1 through end of September. Bylaws were adjusted and the fiscal year was changed to July 1 through end of June. Attorney Brooks has reviewed the legislation and the fiscal year should be October 1 through end of September. There would need to be a budget amendment the end of June to carry through to the proper fiscal year. The budget amendment will be tabled until the meeting in March.

Regular Agenda Item 4

Discussion on and vote on by-law changes. Mr. Cason provided the board with a copy of amended by-laws for membership and officers. Attorney Brooks provided clarification on the changes. The composition of the board is no longer 5 members but 9. There are some differences between the by-laws and legislation that need to be revised. The members shall include the elected officials of the cities of Kingsland, St Marys, Woodbine and the elected official for the Camden County Board of Commissioners. HB 681 says elected official or appointee. It is not limited to an elected official.

The terms of membership need to be updated. Currently it states the terms of memberships shall be the mayors of the three municipalities, if appointed, shall serve during their term as Mayor. The new legislation does not provide a term for elected officials or appointee members. They will be reappointed each year.

Attorney Brooks recommended voting on the operations calendar to reflect the proper fiscal year.

Chairman Brant asked for a motion.

Landreth made a motion the authority will operate on a fiscal year that runs October 1 through end of September.

Casey seconded

The motion carried unanimously.

Regular Agenda Item 5

Executive Director Cason updated the board on ROW. Currently there are two staff members picking up trash and trimming weeds in high traffic areas, two days a week until the end of March. The PSA will be prepared to bid, when the ROW specifications come out, if the board decides to bid.

Chairman Brant asked about the benefits of ROW to the PSA. Cason says there are two main benefits the PSA gains. They won't have to lay staff off and they have a phenomenal relationship with the road department.

Chairman Brant asked for a motion to bid or not to bid on ROW contract when it becomes available.

Turner made a motion to go forward with the bid

Levasseur seconded

The motion carried unanimously.

Regular Agenda Item 6

Treasurer presented indoor cycling bikes that the fitness coordinator recommends selling as surplus items. These bikes were purchased from the base used. The bikes would go on govdeals.com

Chairman Brant asked for a motion

Landreth made a motion to surplus the bikes.

Turner seconded

The motion carried unanimously.

Regular Agenda Item 7

Discussion ensued on the acceptance of deeds from the City of Kingsland. The City of Kingsland provided the board with a copy of the quitclaim deed. Attorney Brooks will finalize all formalization with the attorney for the City of Kingsland.

Regular Agenda Item 8

Discussion and vote on spring sports uniforms. Treasurer presented bid tabulation and recommended going with Krown Sports. As they are the lowest cost provider at \$14,175.

Chairman Brant asked for a motion

Morrissey made a motion

Turner seconded

The motion carried unanimously

Regular Agenda Item 9

Discussion and vote on Kevin Barber Dog Park fencing. Treasurer presented bid tabulation and recommended going with South GA Fencing & Decking. As they are the lowest cost provider at \$12,604.50. This is a Splost VII project.

Chairman Brant asked for a motion

Turner made a motion

Knight seconded

The motion carried unanimously.

Amended Item 10

Discussion concerning placement of satellites on the press box at the stadium to live stream sports. Ms. Kristi Perkins had a meeting with David Limbach about producing a commercial for the PSA website. Mr. Limbach is the audio-visual instructor at the high school. During the meeting he mentioned the possibility of being able to stream school events at the stadium. The high school is asking for the ability to permanently mount a satellite to be able to tie into their closed network. The high school agreed to let the PSA broadcast their events at no charge to the PSA.

Chairman Brant asked for a motion

Knight made a motion to install the satellites at the stadium and phase 2 complex.

Landreth seconded

The motion carried unanimously.

Reports

TREASURER'S REPORT

Treasurer Ealy provided a report stating the PSA is at 58% of the way through the original budget year. 76% of budgeted revenues have been earned, with 22% of revenue coming from charges for services. Discussion ensued about the audit.

SPECIAL OLYMPICS REPORT

Ms. Perkins updated the board on the Special Olympics. There was an informal meeting held with Allison Shores and Marcia Whitfield. More than 10 attendees volunteered to receive training, to coach the Special Olympics. The PSA will host a Zumbathon. The proceeds from the Zumbathon will be given to the special need's partnership, for initial expenses.

EXECUTIVE DIRECTOR'S REPORT/HUMAN RESOURCES

Executive Director Cason updated the board on the PSA Master Plan. Focus groups and a steering committee have been formed. There will also be two town hall meetings. Cason provided the board with a picture of equipment that would be used at the Kevin Barber dog park. The high school has built obstacles for the dog park in an effort to save funds. The permitting process has begun for the St Marys Rec Park. The signage is being placed at the Disc Golf Course. Staff evaluations have begun and staff will be evaluated on their anniversary date. Budge planning meetings have begun.

Meeting adjourned at 7:08 pm for executive session.

Chairman Brant asked for a motion to convene regular session
Morrissey made a motion
Knight seconded

Convene meeting at 7:28 pm

During executive session Attorney Brooks recommended the board make a motion and vote to approve the chairman to negotiate the executive director's contract.

Chairman Brant asked for a motion
Morrissey made a motion
Turner seconded

Meeting adjourned at 7:40 pm

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

Lannie Brant, PSA CHAIRMAN

ATTEST: TERESA PATTERSON, SECRETARY