



**JASPER COUNTY COUNCIL
COUNCIL CHAMBERS CONFERENCE ROOM
ADMINISTRATIVE COMMITTEE
JANUARY 19, 2010
11:00 A.M.**

MINUTES

PRESENT: HENRY ETHERIDGE, COMMITTEE CHAIRMAN; DR. GEORGE HOOD, COMMITTEE MEMBER; ANDREW FULGHUM, ADMINISTRATOR; RONNIE MALPHRUS, DEPUTY ADMINISTRATOR ADMINISTRATIVE SERVICES; DALE TERRY, DEPUTY ADMINISTRATOR ENGINEERING SERVICES; WILBUR DALEY, DEPUTY ADMINISTRATOR EMERGENCY SERVICES; JUDITH FRANK, CLERK TO COUNCIL

IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT THE ELECTRONIC AND PRINT MEDIA WERE NOTIFIED.

DURING PERIODS OF DISCUSSION AND/OR PRESENTATIONS MINUTES ARE TYPICALLY CONDENSED AND PARAPHRASED.

CALL TO ORDER: COMMITTEE CHAIRMAN ETHERIDGE CALLED THE MEETING TO ORDER AT 11:05 A.M.

PLEDGE OF ALLEGIANCE: COMMITTEE CHAIRMAN ETHERIDGE LED THE PLEDGE OF ALLEGIANCE.

INVOCATION: RONNIE MALPHRUS GAVE THE INVOCATION.

UPDATE – MID-YEAR STATUS OF FUNDS IN EACH DEPARTMENT: COMMITTEE CHAIRMAN ETHERIDGE ASKED ABOUT THE VARIOUS REVENUE LINES IN THE UPDATE AND MR. MALPHRUS SAID MOST OF THE REVENUE WAS ONLY POSTED THROUGH NOVEMBER AND THAT NEXT MONTH'S REPORT SHOULD SHOW A SIGNICANT DIFFERENCE. MR. MALPHRUS SAID THAT THE POSTING OF THE REVENUE IS GENERALLY ABOUT A MONTH BEHIND. THE COMMITTEE DISCUSSED THE REVENUE FROM THE CLERK OF COURT AND MR. MALPHRUS SAID THAT THE CLERK DID NOT TURN THE FUNDS OVER LAST YEAR, AND THEY WERE POSTED IN JULY. COMMITTEE CHAIRMAN ETHERIDGE ASKED IF THEY WERE TO BE REPORTED MONTHLY AND MR. MALPHRUS RESPONDED THAT THEY WERE; COMMITTEE MEMBER HOOD INSTRUCTED MR. MALPHRUS TO SEND THE CLERK OF COURT A NOTICE ABOUT FILING MONTHLY. COMMITTEE CHAIRMAN ETHERIDGE COMMENTED THAT THE REVENUE FROM MAGISTRATES' COURT WAS UP AND MR. MALPHRUS SAID HE WAS NOT SURE WHY IT WAS SO HIGH, BUT HE WOULD CHECK. MR. MALPHRUS SAID THE MAGISTRATES REPORT MONTHLY. COMMITTEE CHAIRMAN ETHERIDGE ASKED WHY WASTE MANAGEMENT FEES WERE DOWN AND MR. MALPHRUS SAID THE REPORT ONLY REFLECTED ONE MONTH. COMMITTEE CHAIRMAN ETHERIDGE SAID THE FEES FROM THE ROD WERE DOWN AND MR. MALPHRUS SAID THAT WAS ALL THAT WAS REPORTED

THROUGH NOVEMBER. THE COMMITTEE DISCUSSED THE NEW LIFE CENTER AND THAT THE INCOME FROM MINI-BOTTLES IS REALLY A PASS THROUGH AND GOES TO THE NEW LIFE CENTER. MR. MALPHRUS SAID JANUARY WAS A BIG MONTH FOR PROPERTY TAX REVENUE. COMMITTEE MEMBER HOOD ASKED IF THE TREASURER DEPOSITS THE CHECKS EVERY DAY. MR. MALPHRUS RESPONDED THAT HE THOUGHT THE TREASURER DEPOSITED THE CHECKS EACH DAY. COMMITTEE CHAIRMAN ETHERIDGE ASKED ABOUT STATE AID AND MR. MALPHRUS SAID HE THOUGHT IT WOULD REMAIN THE SAME. MR. MALPHRUS SAID HE KNEW \$22,000.00 WAS CUT. MR. MALPHRUS SAID THE STATE AID IS SENT QUARTERLY AND THE STATE HOLDS A PERCENTAGE TO MAKE SURE IF THE FUNDING IS CUT, THE COUNTY IS NOT OVERPAID. COMMITTEE CHAIRMAN ETHERIDGE ASKED ABOUT THE \$1,500,000.00 MISCELLANEOUS REVENUE. MR. MALPHRUS SAID THAT SOME WOULD HAVE TO BE ADJUSTED OUT AND HE WOULD PROVIDE THE COMMITTEE WITH A DETAILED REPORT. COMMITTEE CHAIRMAN ETHERIDGE ASKED ABOUT THE \$4,325,000.00 TRANSFERRED IN. MR. MALPHRUS SAID THAT A PORTION OF THE FUNDS WAS BOND MONEY THAT CAME IN AND WILL BE POSTED OUT. THE COMMITTEE DISCUSSED OVERTIME AND MR. MALPHRUS SAID THAT THE SHERIFF'S DEPARTMENT WAS REIMBURSING THE COUNTY FOR THEIR OVERTIME FROM THEIR DRUG FUND. COMMITTEE MEMBER HOOD ASKED ABOUT THE PARALEGAL FEES IN THE DELINQUENT TAX DEPARTMENT. MR. MALPHRUS SAID THOSE FUNDS ARE COLLECTED AT THE TAX SALE AND PAID BY THE TAX PAYER.

COUNTY OWNED VEHICLES AND ASSIGNMENT BY INDIVIDUAL YEAR, MAKE AND MODEL: COMMITTEE CHAIRMAN ETHERIDGE ASKED WHY THE SHERIFF'S DEPARTMENT HAD MORE VEHICLES THAN EMPLOYEES. COMMITTEE MEMBER HOOD SAID THAT AN EMPLOYEE DOES NOT NEED A CAR WHEN WORKING AT A DESK. COMMITTEE CHAIRMAN ETHERIDGE ASKED WHY IF THEY WORK 12 HOUR SHIFTS THAT THEY CANNOT SHARE A CAR. MR. MALPHRUS SAID THAT THEY ARE ALL ON CALL. COMMITTEE MEMBER HOOD SAID THAT ACCOUNTABILITY WAS NEEDED REGARDING ALL THE COUNTY VEHICLES. MR. MALPHRUS SAID THAT EACH OFFICER HAS A VEHICLE AND THE SHERIFF DEPARTMENT HAS FOUR EXTRA CARS. THE COMMITTEE DISCUSSED THAT SOME OF THE CARS ARE TO BE REPLACED NEXT YEAR AND IT DIDN'T LOOK LIKE THE COUNTY WAS GOING TO HAVE THE FUNDS TO REPLACE THEM. COMMITTEE CHAIRMAN ETHERIDGE SAID THERE APPEARED TO BE A LOT OF OLD EQUIPMENT AND VEHICLES IN OTHER DEPARTMENTS THAT MAY NEED TO BE REPLACED. COMMITTEE MEMBER HOOD SAID THAT A CAR CAN LAST MORE THAN THREE YEARS. MR. DALEY SAID HE HAD TWO 1987 FIRE TRUCKS THAT WILL NEED TO BE REPLACED AND MR. TERRY SAID HE NEEDED GARBAGE TRUCKS. COMMITTEE MEMBER HOOD SAID THAT ADMINISTRATION NEEDED TO FIND OUT THE LOCATION OF ALL COUNTY EQUIPMENT AND VEHICLES.

NUMBER OF ASSESSMENT APPEALS AND CHANGE TO FUNDS: MR. MALPHRUS REPORTED THAT THERE WERE 507 APPEALS RECEIVED. MR. MALPHRUS SAID THAT 339 OF THE APPEALS HAVE BEEN WORKED AND THE PROPERTY VALUES WERE REDUCED A TOTAL OF \$1,660,800.00 AND THAT EQUATED TO ABOUT A REDUCTION OF \$18,000.00 IN TAX REVENUE.

CELL PHONES – DALE TERRY AND WILBUR DALEY: MR. DALEY AND MR. TERRY DISCUSSED THE CELL PHONE POLICY, AND THEY FELT THAT 300 MINUTES AND NO TEXTING WAS NOT ADEQUATE FOR SOME PEOPLE IN THEIR DEPARTMENTS. MR. TERRY SAID THAT IN SOME AREAS OF THE COUNTY THE CELL PHONE DOES NOT WORK, HOWEVER, THEY CAN SEND A TEXT MESSAGE. MR. TERRY REQUESTED THAT THE MINUTES BE INCREASED TO 600 MINUTES AND THAT UNLIMITED TEXTING BE ADDED. IT WAS THE CONSENSUS OF THE COMMITTEE FOR MS. SAPP TO PREPARE A REPORT ON THE INDIVIDUAL USAGE OF THE PHONES. MR. MALPHRUS ADDED THAT HE PERSONALLY HAS TO PAY \$21.00 PER MONTH TO HAVE A BLACKBERRY AND HE NEVER GOES OVER THE 300 MINUTES. COMMITTEE MEMBER HOOD SAID THAT THE COUNCIL

ALREADY MADE A DECISION REGARDING BLACKBERRY PHONES AND THAT THE COUNTY WOULD NOT PAY FOR THEM. MR. MALPHRUS SAID THAT THE CORONER SAID HE WOULD NOT PAY ANYTHING OUT OF HIS POCKET, AND HE TOLD MR. MALPHRUS TO TAKE THE PHONE EXPENSES OUT OF HIS BUDGET. IT WAS THE CONSENSUS OF THE COMMITTEE THAT THIS TOPIC BE DISCUSSED AT THE RETREAT.

SPECIFIC DUTIES OF EACH EMPLOYEE IN HR INCLUDING THE DIRECTOR; METHOD OF ANNUAL REVIEW OF EMPLOYEES: THESE ITEMS WERE TO BE DISCUSSED IN EXECUTIVE SESSION.

NUMBER OF EMPLOYEES, FULL TIME, PART TIME AND TEMPORARY: MR. MALPHRUS REPORTED THAT THERE WERE 223 FULL TIME EMPLOYEES AND 22 PART TIME EMPLOYEES.

TOTAL FUNDS PAID TO LOBBYISTS AND RELATED EXPENSES: THE TOTAL AMOUNT PAID TO THE LOBBYIST WAS REPORTED AS \$20,000.00.

EXECUTIVE SESSION: COMMITTEE CHAIRMAN ETHERIDGE ANNOUNCED THAT THE COMMITTEE WOULD GO INTO FOR A DISCUSSION OF EMPLOYMENT, APPOINTMENT, COMPENSATION, PROMOTION, DEMOTION, DISCIPLINE, OR RELEASE OF AN EMPLOYEE, A STUDENT, OR A PERSON REGULATED BY A PUBLIC BODY OR THE APPOINTMENT OF THE APPOINTMENT OF A PERSON TO A PUBLIC BODY; HOWEVER, IF AN ADVERSARY HEARING INVOLVING THE EMPLOYEE OR CLIENT IS HELD, THE EMPLOYEE OR CLIENT HAS THE RIGHT TO DEMAND THAT THE HEARING BE CONDUCTED PUBLIC. NOTHING CONTAINED IN THIS ITEM SHALL PREVENT THE PUBLIC BODY, IN ITS DISCRETION, FROM DELETING THE NAMES OF OTHER EMPLOYEES OR CLIENTS WHO'S RECORDS ARE SUBMITTED FOR USE AT THE HEARING.

RETURN TO OPEN SESSION AND ADJOURN: THE COMMITTEE RETURNED TO OPEN SESSION AND ADJOURNED.

THE MEETING ENDED AT 12:15 P.M.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

JUDITH M. FRANK, CCC
CLERK TO COUNCIL

HENRY ETHERIDGE
COMMITTEE CHAIRMAN