

SUMMARY
AGENDA
November 5, 2002

1. Call to order by Chairman
2. Roll Call – **Chairman Little, Comms. Bone, Turner, Green, Michael, Atha & Robinson**
3. Pledge of Allegiance & Invocation
4. Adoption of agenda
5. Acceptance of Minutes (revisions/approval)
 - A. October 8, 2002 - **Approved**
6. Unfinished business
 - A. Appointments
 1. Department Liaisons – **Tabled until December 3, 2002 meeting**
 2. Recreation Advisory Council – District 6 – **Timothy Kemp**
7. New Business
 - A. Adoption of new fee schedule for Planning & Development Department & amendment of fee schedule for Occupational Tax Certificates - **Adopted**
 - B. Decision on Planning & Development Department recommendation to release a logging bond for Oconee Timber, Inc. - **Released**
 - C. Decision on Planning & Development Department recommendation to release a maintenance bond for Hidden Creek subdivision – Unit III - **Released**
 - D. Refund requests
 1. Hal Craig Homes – **Approved**
 2. Brooks Timber Company - **Approved**
 3. Parks & Recreation - basketball registration fees - **Approved**
 4. Parks & Recreation – deposits for use of park pavilion - **Approved**
 - E. Discussion – Equipment for West Walton Senior Citizens Center – **Approved low bid for purchase of equipment to finish kitchen, not to exceed \$27,000.00**
 - F. Acceptance of bid for ambulance remount – Walton County EMS – **Accepted low bid**
 - G. Decision on architectural & engineering services for CDBG Walton County Senior Citizens Center project – **Carter Watkins Associates & Allen Smith Consulting**
 - H. Decision on request from Rick Holder regarding paving requirement on Mt. Paran Ch. Rd. – **Approved request conditioned on 5 yr. bond @ \$15.00/lin. ft. and any required maintenance on that portion of road during that 5-year period will be Mr. Holder’s responsibility**

8. Approval/Execution of Documents
 - A. Proclamation – Adoption Awareness Month - **Approved**
 - B. Certificate of Lease Renewal & Appropriation – ACCG Master Lease - **Approved**
 - C. Department of Juvenile Justice Purchase of Services Contracts
 1. Regina Walker - **Approved**
 2. Tonya Byrd - **Approved**
 3. Project Adventure - **Approved**
 4. Greg Bullock - **Approved**
 5. Dr. Lilla Peeples - **Approved**
 - D. Acceptance of proposal from Cooper, Barnette & Page – Repair of sink hole (*for the record*) **Approved**
 - E. Contract – Laborchex - **Approved**
 - F. Contract – Insurance Review & Management, Inc. - **Approved**
 - G. Contract – Hammond Drive property - **Tabled**
 - H. Amendment to Intergovernmental Agreement – Walton Co. Commission on Children & Youth **Approved**
9. Personnel Matters
 - A. Amendment to Personnel Policy to increase longevity pay given to employees with 20 or more years of service - **Approved**
 - B. New Hires & Promotions (*for the record*) - **Approved**
 - C. Decision on revised job descriptions – Public Facilities Department - **Approved**
10. Financial Matters
 - A. Contracts & budgeted purchases over \$2,500.00 - **Approved**
 - B. Approval of LOST Agreement - **Approved**
 - C. Discussion of travel policies & procedures – **Tabled until 12/3/02 meeting**
 - D. Discussion of bonding – **Approved review of coverage**
 - E. Declaration of surplus property – **Declared certain property surplus**
 - F. Budget amendments & transfers - **Approved**
 - G. Authorization to open bank account for Parks & Recreation Department - **Approved**
11. Public Comment (5 min. limit)
12. Executive Session
Voted to pursue resolution of cases as discussed in executive session
13. Announcements
 - A. December 2, 2002 – 6:00 p.m. – Work Session
 - B. December 3, 2002 – 6:00 p.m. - Regular monthly meeting

ADDITION

Approved proposal from Brewer & Dudley for engineering and surveying services

14. Adjournment