

JOINT BOARD OF SUPERVISORS – SCHOOL BOARD MEETING MINUTES OF MARCH 31,  
2016

At a joint meeting of the Pulaski County Board of Supervisors and Pulaski County School Board held on Thursday, March 31, 2016, at 6:00 p.m. in the Training Room/Emergency Operations Center of the Pulaski County Information Technology Offices located in the Maple Shade Plaza, 89 Commerce Street, S.W., in the Town of Pulaski, the following members were present: Andy McCready, Chairman; Charles Bopp, Vice-Chairman; Ranny O'Dell, Joseph Guthrie and Dean Pratt.

Present from county staff were Peter Huber, County Administrator; Karen Thompson, Assistant County Administrator, Management Services; Diane Newby, Finance Director; Brad Vaught, Staff Accountant and Ashley Edmonds, Clerk to the Board.

1. Dinner

A. Dinner

A light dinner provided by the Pulaski County School Board was served.

2. Welcome, Call to Order and Opening Remarks

A. Welcome and Call to Order

Mr. McCready called the Board of Supervisors to order at 6:06 p.m. and introduced the newest Board member – Mr. Joseph Guthrie, representing the Cloyd district.

3. Moment of Silence for Mrs. Eyvonne Spencer

A moment of silence was held in remembrance of Mrs. Eyvonne Spencer, a minister and advocate of children in our community.

4. Combined Middle School

A. Discussion of Options

Mr. McCready discussed the engineering study completed on the middle schools and Mr. Huber and Dr. Brewster reviewed the four options for establishing a combined middle school (options sorted by expense):

- Construction of a new high school and re – use of the existing PCHS building for a combined middle school
- Construction of a new combined middle school at a new green field location
- Construction of a new combined middle school on the existing or expanded PCHS campus
- Reuse and expand Dublin Middle School as the location for a combined middle school

B. Financing Options

Board members reviewed an updated County debt service schedule which included Board of Supervisors, Industrial Development Authority and School Board borrowings. Reduction in debt service schedules allows for undertaking \$28 million in

additional debt in 2023 – 24, \$41.8 million in 2027 – 28 and \$61.7 million in 2030 – 31; this does not include interest rates and/or construction rates at the dates listed. Staff recommends consideration be given to hold a bond referendum. Mr. Huber explained based on anticipated fiscal year 2016 – 2017 real estate revenues, each penny increase in the County's real estate rate raises revenues by \$247, 813 per year and real estate tax is the only viable source of additional funding. Mr. McCready noted the County is carrying about a million dollars in debt and around three million dollars in school related debt; he discussed existing school payoff dates and hopes for early retirement of debt. Discussion continued around the identified twenty million dollars in school capital needs and only one pot of money and how to address the problem; quality of schools and life in Pulaski County; economic development and declining enrollment.

Mr. Barbour suggested having staff begin work on a RFP (Request for Proposals) to hire an engineering firm to consider potential sites for a middle school and then coming together to work and issue the RFP as he felt it would be best to have a preliminary plan and cost estimates prior to a bond referendum. All members on from both boards agreed and staff will write the RFP and the boards will get together to review. Mr. Huber provided both Boards with suggestions /tools to gage public opinion.

#### C. Time Table

Staff provided both Boards with an anticipated timeline for construction of a new school to review. A copy of the timeline is available in the BoardDocs agenda for the meeting.

#### D. Staff Recommendation

Staff recommended the issuance of a RFP for phased architectural and engineering services.

### 5. Review of School Capital Needs

#### A. Review of School Capital Needs

Dr. Brewster reviewed the school capital needs and priorities and Mr. Nichols discussed savings by using natural gas and utilities and rolling into a performance contract. Mr. Pratt asked about the specifics of performance based contracts and Mr. Nichols provided a summary; Mr. Guthrie advised the Boards that about half of the capital needs were in regard to Dublin or Pulaski Middle School and Mr. McCready discussed saving by using local inmate labor for painting and preserving buildings. Mr. Barbour expressed appreciation to the Board of Supervisors for budget carryover funds and Dr. Brewster spoke about school security grants.

6. Joint Garage

A. Status Report

Mr. McCready advised the Joint Services Oversight Board has met twice to discuss the Joint Garage. Dr. Brewster stated the Schools would be moving in on May 1, 2016. Mr. Nichols reviewed the latest terms of the contract (dated 3/27/2016) and Mr. McCready asked about paragraph three which addressed the County paying the fair market value of all such equipment with value to be determined by certified appraisers while paragraph two states the County and School Board will cooperate to construct and equip the Fleet Services Facility. Mr. Barbour stated the School Board is becoming a customer of the County with this agreement and does not want to give away equipment away for free. Mr. McCready advised his position on not spending money on an appraiser and trusts Mr. Nichols' opinion on the value. Mr. McCready stated the policy is employee buys tools and when the employee leaves, the employee takes the tools. Mr. Nichols stated the value of the tools at about \$2,000 - \$4,000. Mr. McCready also questioned paragraph ten, specifically weed eaters and motors and the rate of labor. Mr. Huber reiterated that everyone is paying for service/maintenance. Mr. McCready requested a change to the rate of service for powered equipment to \$35 and changes to a typographic error in paragraph 13 and removal of bus from "school bus operations" in paragraph 15.

On a motion by Mr. O'Dell, seconded by Mr. Pratt and carried, the Board of Supervisors voted to approve the amended County Garage agreement.

Voting Yes: Mr. Pratt, Mr. O'Dell, Mr. Bopp, Mr. McCready and Mr. Guthrie.  
Voting No: None.

On a motion by Mr. Hurst, seconded by Ms. Cox and carried, the School Board approved the agreement with amendments as noted.

Voting Yes: Dr. Cash, Mr. Hurst, Mr. Barbour, Mr. Benson and Ms. Cox.  
Voting No: None.

**PULASKI COUNTY BOARD OF SUPERVISORS/PULASKI COUNTY SCHOOL  
BOARD SHARED FUELING, VEHICLE and RADIO EQUIPMENT MAINTENANCE  
IMPLEMENTATION PLAN**

Joining of vehicle maintenance will begin May 1, 2016. The County will provide vehicle and radio equipment maintenance services to the School Board for its fleet of school buses, light duty vehicles, other powered equipment and radio equipment. The County will manage and operate the Fleet Services Facility, which will also house the School Board's Department of Transportation. It is the goal of Pulaski County to operate the combined garage at the lowest cost possible but on a break even basis.

1. This agreement shall be for a term of fourteen (14) months commencing May 1, 2016 and shall terminate on June 30, 2017, unless renewed, in writing, by the Pulaski County Board of Supervisors and the Pulaski County School Board.

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2. The County and the School Board will cooperate to construct and equip the Fleet Services Facility, designed to service the initial combined fleet of approximately 400 vehicles, with projected capacity to handle fleet growth for the next ten years. The County will own the building and maintain title to the land and improvements.
3. The School Board will transfer ownership of various automotive service equipment, including automotive lifts, tire changers, air compressors, tools and etc. to the County for use in the new Fleet Services facility. This equipment is listed in Schedule A. The County shall pay to the School Board the fair market value. In addition, the School Board will transfer its current inventory of automotive parts and supplies to the County upon the effective date of consolidation. A complete record of these items will be made. The County will reimburse the School Board for currently used parts and supplies inventory transferred to the Fleet Services Facility by crediting the School Board's account as such parts and supplies are used on School Board vehicles.
4. The County will provide adequate space for the School Board's Department of Transportation. These needs will be determined by the School Board and coordinated with the County.
5. The County will provide vehicle maintenance services to the School Board at equal to, or higher service levels than currently exist. Vehicle maintenance services will be provided in accordance with all applicable federal, state and local laws and regulations, including specific laws and regulations applicable to school buses and other pupil transportation vehicles.
6. The County will ensure that all personnel assigned to perform service on school buses and other pupil transportation vehicles are qualified in accordance with all applicable federal, state and local laws and regulations. The County will provide additional training, as needed, to maintain required qualification levels.
7. The Fleet Services Facility will provide service only to vehicles, powered equipment and radio equipment owned by and titled in the name of the County or School Board. The only exceptions to this requirement will be for vehicles leased by the County or the School Board, for certain vehicles which may be owned by the Fire Departments and for other vehicles and/or equipment as designated by the Board of Supervisors. Any exceptions must be approved by the Board of Supervisors.
8. School Board personnel employed in the positions of automotive mechanic and automotive lead mechanic will become County employees upon the effective date of this agreement. This transfer of employment will be made with salaries and benefits at least equal to those in effect at the time of transfer to County employment.
9. Funding for Fleet Services operating expenses including personnel, equipment depreciation and administrative overhead, exclusive of capital improvements, shall be provided by a combination of charge backs to user agencies and appropriations from the County's general fund. The internal services fund shall be utilized for the operation of the facility.
10. Labor for service and repair of School Board vehicles shall be billed at the following rates: \$90.00 per hour for buses; \$65.00 per hour for other motor vehicles and \$35 per hour for powered equipment. Parts and supplies shall be billed at their actual costs, without markup. Fuel purchases shall be billed as set forth in paragraph 18 below.
11. Radio equipment services will be billed at rates set to generate revenue to reflect the costs of providing such services.
12. The County shall provide to the Department of Transportation access to its Fleet Management Information System. This will allow instant access to School vehicle service records. The County shall also provide monthly statements to the School Board for any and all charges made for vehicle maintenance serviced. The County shall maintain accurate and complete service records on all School Board vehicles. The County will provide other vehicle maintenance record keeping services as requested by the School Board and as mutually agreed.

13. The County shall not operate these vehicles or equipment except as may be necessary to provide maintenance services. The School Board shall continue to purchase and own all vehicles added into its fleet. The School Board shall obtain and/or provide motor vehicle insurance for its fleet.
14. The Director of Operations shall develop annual operating plans specifying maintenance and repair levels and standards for the School Board's fleet. This plan shall be used by the Supervisor of Fleet Services to ensure that the School Board's vehicle maintenance needs are fulfilled.
15. The County will develop a work schedule to ensure that mechanics are on duty whenever schools are open, even on days when schools are open and County offices are closed. Road mechanics may be assigned to key locations, other than the Fleet Services Facility, during actual hours of school operation. Service vehicles will be issued to selected mechanics, as needed, to ensure that School Bus road service and emergency service needs are met.
16. The County will be responsible for operating the Fleet Services Facility. The County agrees to consult the Pulaski County School Board's Department of Transportation prior to enacting any changes to procedures that would have an effect on the School Board's vehicle maintenance and operations
17. The Director of Operations will develop a consolidation implementation schedule. This schedule will be arranged to minimize disruption in maintenance and transportation services.
18. The County and the School Board will share fueling stations. The School Board operates three fueling stations while the County operates one. Vehicles will be able to refuel at any of the four sites as would be appropriate. The fuel will be purchased from the County's internal service fund. Each entity will be billed for the cost of the fuel consumed plus a three cent per gallon surcharge. The funds generated from the surcharge will be carried over annually to be used exclusively for tank and pump maintenance. The County will reimburse the School Board for the cost of the fuel inventory at the date of the implementation of the combined fueling stations.

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Pulaski County Board of Supervisors

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Pulaski County Public Schools

## 7. Joint Services Update

### A. Joint Services Accounting

Mr. Huber explained that at times the joint services approach could be used as a way to possibly take financial advantage of the other. He suggested a generalized accounting be provided of current shared arrangements between the Boards. The item was tabled for future discussion.

## 8. Items for Future Discussion

### A. Future Meeting Topics

Mr. Guthrie discussed sports and recreation opportunities, specifically soccer, and how there was no feeder system at the middle schools. Ms. Cox asked Dr. Brown about drug testing for athletes and Dr. Brewster asked about scheduling a presentation with Honeywell for the Joint Services Oversight Board. Mr. Barbour asked to receive information/updates on the construction at the County Administration

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Building. Mr. McCready requested information on the cost of the two percent raise for teachers and school staff. Mr. Stafford advised Mr. Huber has the information.

9. Next Meeting

A. Next Meeting

The administrators (Mr. Huber and Dr. Brewster) are to notify their respective Boards when the RFP is ready for review and discussion.

10. Adjournment

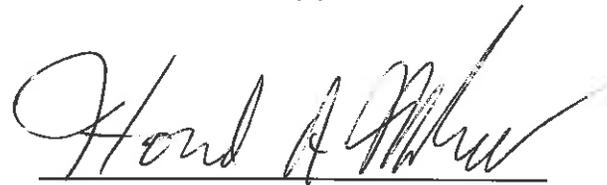
A. Adjournment

On a motion by Mr. Bopp, seconded by Mr. Guthrie and carried, the meeting of the Joint Board of Supervisors and School Board was adjourned at 8:09 p.m. The next meeting of the Board of Supervisors will be a Budget Work Session to be held on Monday, April 4, 2016, at 6:00 p.m. at the IT Training Room, located at 89 Commerce Street, S.W., in the Town of Pulaski.

Voting Yes: Mr. Pratt, Mr. O'Dell, Mr. McCready, Mr. Guthrie, Mr. Bopp.

Voting No: None.

  
Peter Huber, County Administrator

  
Howard A. McCready, Chairman