



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • JUNE 27, 2022

Regular Meeting

City Council Chamber

6:00 PM

107 South Lee Street - City Hall, Kingsland, GA 31548

I. PUBLIC HEARING - STARTS AT 6:00PM

1. Public Hearing for the Purpose of Considering the Application for an Alcohol License for Meer LLC, Dba Laurel Food Mart -

Bhavinkumar Patel, acting agent for Meer LLC, dba Laurel Food Mart, is applying for an alcohol license for retail sales of packaged beer/wine. The business is located at 7550 Laurel Island Parkway.

2. Public Hearing for the Joint Camden County Comprehensive Plan Update -

Hannah Meddillo with the Coastal Regional Commission will provide a summary of the Joint Comprehensive Plan Update process. Georgia incentivizes Comprehensive Planning by allowing cities with DCA-approved comprehensive plans access to a special package of financial resources to aid in implementing their plans. This includes Community Development Block Grants, water and sewer loans from the Georgia Environmental Finance Authority, economic development funding from the OneGeorgia Authority, and a variety of other programs from DCA and partner agencies.

II. CALL TO ORDER AND WELCOME GUESTS

III. ROLL CALL

Charles Grayson Day Jr.
James W Galloway
Farran Fullilove
Kristy Chance
Alex Blount

Mayor
Councilman
Councilman
Councilwoman
Mayor Pro Tem

IV. INVOCATION AND PLEDGE TO THE FLAG

V. CONSENT DOCKET

- A. Approve the Council Minutes of the last regular Council Meeting
- B. Approve the Agenda as Presented
- C. Approve the Payments of Accounts Payable as Due and Funds Available

VI. PRESENTATION

- 1. Presentation of Resiliency Implementation Plan -

Ashby Worley with The Nature Conservancy will give an update on the Camden County Resiliency Implementation Workplan (RIW). The plan prioritizes nature-based solutions by identifying and developing opportunities for infrastructure projects to mitigate flooding, storm surge, sea-level rise risks, and other threats to local infrastructure and facilities.

- 2. Presentation: Camden County Board of Commissioners Onsite Clinical Medical Services - Mike Spiers with Camden County Government -

VII. GRANTING AUDIENCE TO THE PUBLIC

VIII. OLD BUSINESS

IX. NEW BUSINESS

- 1. Approval Of: Alcohol License for Meer LLC, Dba Laurel Food Mart -

Bhavinkumar Patel, acting agent for Meer LLC, dba Laurel Food Mart, is applying for an alcohol license for retail sales of packaged beer/wine. The business is located at 7550 Laurel Island Parkway.

- 2. Bid Award: Purchase of Emergency Generators -

On September 15, 2017, the President declared that a major disaster exists in the State of Georgia. This declaration was based on damage resulting from Hurricane Irma. GEMA, through the Hazard Mitigation Grant Program/Homeland Security (4338-0016), awarded Kingsland grant funds to purchase 14 generators to be placed at lift stations around the City. This will allow emergency operation to take place without interruption of power loss.

Grant funding is 75% federal, 10% state, and 15% local match. Local match will be funded from the sewer operations fund. *Staff recommends low bidder, America's Generators, Inc, for \$536,322.50. The grant award is for \$517,373. A budget amendment will be requested from GEMA prior to purchasing the generators.*

- 3. Bid Award: CDBG-MIT -

The scope of work includes rehabilitating approximately 13,315 linear feet of existing sewer pipe and 49 manholes in the historic district using cured-in-place pipe (CIPP) and Spector Shield spray lining (or equivalent) and the rehabilitation of the Creekwood and Greentree lift stations. Lowest qualified bidder is Institutform Technologies, LLC for \$1,722,557.70.

Staff recommends low bidder Institutform Technologies, LLC.

4. Reappointment of Craig Root to the Coastal Regional Commission -
5. Approval Of: Contract Service Agreement for School Resource Officer Program -

Contract Agreement with the Camden County School Board for three (3) School Resource Officers program for FY 2022-2023.

Staff recommends approval.

6. MOU for Camden County Board of Commissioners Onsite Clinical Medical Services -

Memorandum of Understanding establishing a cooperative partnership between the Camden County Board of Commissioners and the City of Kingsland for providing onsite clinical medical services by Camden County to eligible employees of the City of Kingsland for the period of July 1, 2022 through June 30, 2023 in the amount of \$67,460.28. This is an increase of \$4,318.68 over current year due to increases in the clinic budget of 7.96% or \$41,460. Majority of the increase or 88% is attributed to salary and benefits increases. MOU is based on Kingsland's share having a 12% clinic utilization rate. *Staff recommends approval.*

7. Approval Of: Resolution 2022-06 - Establishing Qualifying Dates and Times for 2022 Election -

X. MAYOR AND COUNCIL ANNOUNCEMENT

XI. ADJOURNED

XII. AGENDA ITEMS



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 06/27/22 06:00 PM
Department: City Clerk
Category: Public Hearing
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3926

AGENDA ITEM (ID # 3926)

Public Hearing for the Purpose of Considering the Application for an Alcohol License for Meer LLC, DbA Laurel Food Mart

Bhavinkumar Patel, acting agent for Meer LLC, dba Laurel Food Mart, is applying for an alcohol license for retail sales of packaged beer/wine. The business is located at 7550 Laurel Island Parkway.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 06/27/22 06:00 PM
Department: City Clerk
Category: Public Hearing
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:

AGENDA ITEM (ID # 3923)

DOC ID: 3923

Public Hearing for the Joint Camden County Comprehensive Plan Update

Hannah Meddillo with the Coastal Regional Commission will provide a summary of the Joint Comprehensive Plan Update process. Georgia incentivizes Comprehensive Planning by allowing cities with DCA-approved comprehensive plans access to a special package of financial resources to aid in implementing their plans. This includes Community Development Block Grants, water and sewer loans from the Georgia Environmental Finance Authority, economic development funding from the OneGeorgia Authority, and a variety of other programs from DCA and partner agencies.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 06/27/22 06:00 PM
Department: City Clerk
Category: Presentation
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3922

AGENDA ITEM (ID # 3922)

Presentation of Resiliency Implementation Plan

Ashby Worley with The Nature Conservancy will give an update on the Camden County Resiliency Implementation Workplan (RIW). The plan prioritizes nature-based solutions by identifying and developing opportunities for infrastructure projects to mitigate flooding, storm surge, sea-level rise risks, and other threats to local infrastructure and facilities.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 06/27/22 06:00 PM
Department: Finance
Category: Presentation
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 3920

AGENDA ITEM (ID # 3920)

**Presentation: Camden County Board of Commissioners
Onsite Clinical Medical Services - Mike Spiers with Camden
County Government**



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3927)

Meeting: 06/27/22 06:00 PM
Department: City Clerk
Category: License
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3927

Approval Of: Alcohol License for Meer LLC, Dba Laurel Food Mart

Bhavinkumar Patel, acting agent for Meer LLC, dba Laurel Food Mart, is applying for an alcohol license for retail sales of packaged beer/wine. The business is located at 7550 Laurel Island Parkway.



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development Staff Report

City Council Meeting Date: June 27, 2022

Agenda Item: Alcohol License for Meer, LLC dba Laurel Food Mart

Summary: Bhavinkumar Patel has applied for an alcohol license for Laurel Food Mart located at 7550 Laurel Island Parkway. Mr. Patel is the new owner and the purpose of the alcohol license will be for retail sale of packaged beer/wine. No issues were found during the background and fingerprint checks.

Zoning: C-2 (General Commercial)

Staff Recommendation: Chief of Police and the Planning Department Staff recommends approval of the Alcohol License.

Scott L. Kimball

Planning & Zoning Director

The undersigned hereby stipulates and states that all statements given in this application are true and correct and made for the purpose of inducing aforesaid City to issue or renew said alcoholic beverage license(s). Applicant further states this document is sworn to and subscribed hereto with the full knowledge that any statement herein, given falsely shall constitute perjury and may result in the revocation of the license granted or the refusal to grant such license. The applicant agrees to comply and abide by the City's Alcoholic Beverage Ordinance.

Applicant further acknowledges that application must be fully completed at the time of filing and that applications may not be supplemented, amended, or revised after filing with the Clerk, except to correct misspelling or names.

APPLICANT HEREBY AGREES AND CONSENTS PURSUANT TO PUBLIC LAW 93-579 OF THE PRIVACY ACT OF 1974, THE DISCLOSURE OF INFORMATION OBTAINED IN THIS APPLICATION MAY BE SUBMITTED TO ANY AGENCY OF THE CITY, COUNTY, STATE, AND FEDERAL GOVERNMENT FOR THE PURPOSES OF OBTAINING THE NECESSARY INFORMATION TO PROCESS THE APPLICATION.

INITIAL

B. I have read, understand, and will comply with all rules and regulations set forth in Ordinance No. 2003-23. (Available for viewing at City Hall, Kingsland Community Planning & Development Building, or online at www.kingslandgeorgia.com)

Sworn to and subscribed to this 6 day of June, 2022

BHAYIN KUMAR PATEL
Blatt
(570) 994-2518

APPLICANT (s)

WITNESS

NOTARY PUBLIC
(SEAL)



To be completed by City Officials

Recommendation of Planning Dir. ☒ Approve ☐ Disapprove JK Initials

Recommendation of Police Chief ☒ Approve ☐ Disapprove AB Initials

Recommendation of Building Insp. ☒ Approve ☐ Disapprove De Initials

Date of Publication 6/9/22 & 6/16/22

Dates of Reading by Council 6/27/22

Council Voted to: ☐ Approve ☐ Disapprove ☐ Initials

Date License Issued (subject to Council Approval): 6/28/22

Notice of the public hearing on the application for the license shall be published once a week for two weeks in the official newspaper of the city wherein legal advertisement are published. After the application is complete and all information is received by the license officer, a public hearing will be scheduled on the application by the council. In addition, if the proposed location does not have an existing license, a sign shall be posted by the license officer on premises at least 15 days prior to the public hearing.



City of Kingsland

POLICE DEPARTMENT

Dr. C. Grayson Day, Jr.
Mayor

James K. Chaney
Interim Chief

To Scott Kimball,

June 10, 2022

A background investigation was conducted for the Alcohol Beverage License application submitted by Bhavinkumar Patel for the Laurel Food Mart 7550 Laurel Island Pwky. Kingsland, GA 31548. The findings are:

A local criminal background check was conducted for Bhavinkumar Patel and no criminal history was located. There is no record of Patel having any negative contact with law enforcement with the Kingsland Police Dept. or any law enforcement in the region. An internet/social media search for Patel did not locate any information that would disqualify Patel from licensing.

I spoke with the three persons listed as references on the application.

On 06/08/2022, I spoke with Hiren Patel, 912-996-4476. Hiren stated he has known Patel for approximately 20 years. Hiren stated he knows of no reason why Patel should not be granted this application.

On 06/08/2022, I spoke with Nidhi Patel, 410-476-8018. Nidhi stated she has known Patel for her whole life. Nidhi stated she knows of no reason why Patel should not be granted this application.

On 06/10/2022, I spoke with Pinal Patel, 706-614-8844. Pinal stated he has known Patel for approximately his whole life. Pinal stated he knows of no reason why Patel should not be granted this application.

Based on the above information I believe Bhavinkumar Patel is qualified for this alcohol license.

Respectfully,

Sean Rafferty
Criminal Investigations Division
Kingsland Police Dept.
912-729-8260



COGENT  SYSTEMS
Georgia Applicant Processing Services

Acknowledgement

I authorize Cogent Systems, Inc. to conduct a fingerprint based criminal history record check of me.

I understand that Cogent Systems, Inc. will send my fingerprints to the Georgia Crime Information Center for a search of criminal history information in its files and to the Federal Bureau of Investigation for a search of its files when a federal record check is so authorized.

I understand that the electronic results of this fingerprint check will be received by Cogent Systems, Inc. and forwarded to the agency responsible for determining my suitability for the position for which I have applied.

I further understand that Cogent Systems, Inc. will not maintain a copy of my record and that Cogent Systems, Inc. meets all confidentiality and security requirements for handling and dissemination of state and federal criminal history record information.

By: BHAVINKUMAR PATEL Bkx:

Date: 06/06/22



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3924)

Meeting: 06/27/22 06:00 PM
Department: Finance
Category: Bid Award
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 3924

9.2

Bid Award: Purchase of Emergency Generators

On September 15, 2017, the President declared that a major disaster exists in the State of Georgia. This declaration was based on damage resulting from Hurricane Irma. GEMA, through the Hazard Mitigation Grant Program/Homeland Security (4338-0016), awarded Kingsland grant funds to purchase 14 generators to be placed at lift stations around the City. This will allow emergency operation to take place without interruption of power loss.

Grant funding is 75% federal, 10% state, and 15% local match. Local match will be funded from the sewer operations fund. *Staff recommends low bidder, America's Generators, Inc, for \$536,322.50. The grant award is for \$517,373. A budget amendment will be requested from GEMA prior to purchasing the generators.*

City of Kingsland
 Bid Tabulation
 Emergency Generators
 RFP #COK 22-006
 Tuesday, June 14, 2022 @ 2:00 PM

Vendor	Base Bid
America's Generators, Inc.	\$536,322.50
Generator Services, Inc.	\$595,388.91
Current Edge Solutions, Inc.	\$656,652.00
Georgia Power Company	\$710,216.69
Yancey Power Systems	\$900,019.00
Power and Energy Services, Inc.	Bid Proposal Received Late
Zabatt Power Solutions	Bid Proposal Received Late

Request for Proposal was advertised on the City, GMA Websites and the GA Procurement Registry.

Attachment: Bid Tabulation-Emergency Generators (3924 : Bid Award: Purchase of Emergency Generators)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3895)

Meeting: 06/27/22 06:00 PM
Department: City Clerk
Category: Bid Award
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3895

Bid Award: CDBG-MIT

The scope of work includes rehabilitating approximately 13,315 linear feet of existing sewer pipe and 49 manholes in the historic district using cured-in-place pipe (CIPP) and Spector Shield spray lining (or equivalent) and the rehabilitation of the Creekwood and Greentree lift stations. Lowest qualified bidder is Instituform Technologies, LLC for \$1,722,557.70.

Staff recommends low bidder Instituform Technologies, LLC.

BID TABULATION
The City of Kingsland
CDBG - MIT
RFP # 2204

A. Creekwood and Greentree Lift Stations				Instituform Technologies, LLC		Gulf Coast Underground, LLC		Southeast Pipe	
Line Item	Item Description	Quantity	Unit	Unit Price (RS)	Amount (RS)	Unit Price (RS)	Amount (RS)	Unit Price (RS)	Amount (RS)
1	Mobilization	1	LS	\$ 3,578.10	\$ 3,578.10	\$ 53,000.00	\$ 53,000.00	\$ 28,975.00	\$ 28,975.00
2	3’ Riser Installed (2’ above existing grade and 12” lip)	2	EA	\$ 14,312.30	\$ 28,624.60	\$ 7,142.86	\$ 14,285.72	\$ 6,954.00	\$ 13,908.00
3	Pumps and control panel (Smith & Loveless Kit or equivalent)	2	EA	\$ 226,463.00	\$ 452,926.00	\$ 217,571.44	\$ 435,142.88	\$ 260,770.00	\$ 521,540.00
4	Imported Fill	225	CY	\$ 106.20	\$ 23,895.00	\$ 78.59	\$ 17,682.75	\$ 35.00	\$ 7,875.00
5	Grading (bring up grade to support rise with 3:1 slope)	1	LS	\$ 4,360.80	\$ 4,360.80	\$ 71,428.58	\$ 71,428.58	\$ 28,975.00	\$ 28,975.00
6	6' Chainlink Fence with black vinyl coating	200	LF	\$ 82.70	\$ 16,540.00	\$ 176.73	\$ 35,346.00	\$ 116.00	\$ 23,200.00
7	#57 Gravel (6” depth, to edge of fence + ramp if needed)	2,200	SY	\$ 76.00	\$ 167,200.00	\$ 40.02	\$ 88,044.00	\$ 47.00	\$ 103,400.00
8	Wet well rehabilitation with ConSeal CS (or equivalent) and add 3’ concrete to bottom of well.	2	EA	\$ 14,535.90	\$ 29,071.80	\$ 20,114.30	\$ 40,228.60	\$ 7,900.00	\$ 15,800.00
	Specify Product and Provide Specs:					Spectra Shield			
9	Testing	2	EA	\$ 2,795.40	\$ 5,590.80	\$ 3,571.43	\$ 7,142.86	\$ 5,795.00	\$ 11,590.00
TOTAL					\$ 731,787.10	\$ 762,301.39		\$ 755,263.00	

B. Sewer Line and Manhole Rehabilitation									
Line Item	Item Description	Quantity	Unit	Unit Price (RS)	Amount (RS)	Unit Price (RS)	Amount (RS)	Unit Price (RS)	Amount (RS)
1	Mobilization	1	LS	\$ 47,021.20	\$ 47,021.20	\$ 35,000.00	\$ 35,000.00	\$ 66,013.00	\$ 66,013.00
2	Traffic Control	1	LS	\$ 14,940.80	\$ 14,940.80	\$ 8,571.43	\$ 8,571.43	\$ 7,011.00	\$ 7,011.00
3	Bypass Pumping	1	LS	\$ 10,826.40	\$ 10,826.40	\$ 3,150.00	\$ 3,150.00	\$ 33,066.00	\$ 33,066.00
4	Sanitary Sewer Mainline Pre-Cleaning Inspection ≤ 8" Diameter	13,315	LF	\$ 3.10	\$ 41,276.50	\$ 4.22	\$ 56,189.30	\$ 4.15	\$ 55,257.25
5	Sanitary Sewer Mainline Post-Cleaning CCTV Inspection, ≤ 8" Diameter	13,315	LF	\$ 0.10	\$ 1,331.50	\$ 2.86	\$ 38,080.90	\$ 3.10	\$ 41,276.50
6	8" CIPP Mainline Rehabilitation	13,315	LF	\$ 26.70	\$ 355,510.50	\$ 37.00	\$ 492,655.00	\$ 43.50	\$ 579,202.50
7	Manhole Rehabilitation with SpectraShield Lining or equivalent	49	EA	\$ 4,095.40	\$ 200,674.60	\$ 2,571.43	\$ 126,000.07	\$ 2,235.00	\$ 109,515.00
	Specify Product and Provide Specs if Alternate:	Raven 405				Spectra Shield		OBIC	
8	Service Connections and Penetration Reinstatement	1	EA	\$ 160.60	\$ 160.60	\$ 5,000.00	\$ 5,000.00	\$ 400.00	\$ 400.00
9a	Open Cut Point Repairs 0’ - 6’ deep	7	EA	\$ 9,504.30	\$ 66,530.10	\$ 9,444.45	\$ 66,111.15	\$ 11,011.00	\$ 77,077.00
9b	Open Cut Point Repairs 6.01’ - 8’ deep	7	EA	\$ 12,020.10	\$ 84,140.70	\$ 11,944.45	\$ 83,611.15	\$ 16,226.00	\$ 113,582.00
9c	Open Cut Point Repairs 8.01’ - 10’ deep	7	EA	\$ 18,729.00	\$ 131,103.00	\$ 18,611.12	\$ 130,277.84	\$ 20,862.00	\$ 146,034.00
10	Manhole Leak Injection	49	EA	\$ 760.30	\$ 37,254.70	\$ 750.00	\$ 36,750.00	\$ 1,159.00	\$ 56,791.00
TOTAL					\$ 990,770.60	\$ 1,081,396.84		\$ 1,285,225.25	
				Total	\$ 1,722,557.70		\$ 1,843,698.23		\$ 2,040,488.25

Attachment: City of Kingsland CDBG - MIT RFP 2204 Bid Tab (3895 : Bid Award: CDBG-MIT)



301 Sea Island Road Suite 10, St. Simons Island, GA 31522
912-638-9681 Office 912-289-0339 Fax

June 23, 2022

City of Kingsland
Attn: Lee Spell
P.O. Box 250
Kingsland, GA 31548

Re: CDBG-MIT - RFP 2204 – Sewer Line / Manhole / Lift Station Rehabilitation

Mr. Spell:

Roberts Civil Engineering has reviewed the three proposals received for the above-referenced project and recommends the project be awarded to Insituform Technologies, LLC. At a total of \$1,722,557.70, Insituform Technologies, LLC was the lowest qualified proposer. Please notify us of the Council's decision to move forward with the project, including the date of approval and contractor chosen.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jeff Bors', with a stylized flourish at the end.

Jeff Bors

Director of Municipal Consulting
jbors@robertscivilengineering.com

Attachment: Award Recommendation Letter - Insituform Technologies LLC (3895 : Bid Award: CDBG-MIT)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3921)

Meeting: 06/27/22 06:00 PM
Department: City Clerk
Category: Appointment
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3921

9.4

Reappointment of Craig Root to the Coastal Regional Commission

TO: Chairman Gary Blount, Camden County Commission
Mayor Grayson Day, City of Kingsland
Mayor John F. Morrissey, City of St. Marys
Mayor Kizzler Knight, City of Woodbine

FROM: Allen Burns, Executive Director 

DATE: May 19, 2022

SUBJECT: Reappointment/Appointment of Non-Public Representative for Camden County to
Serve on the CRC Council

As you know, Mr. Craig Root has served as the non-public representative of Camden County and the cities of Kingsland, St. Marys, and Woodbine for the CRC Council. Mr. Root was last appointed to the CRC Council in July 2021. With the end of his current term, it is important that you jointly reappoint him or appoint someone else to this position. Terms run from July 1 – June 30 and are eligible for reappointment each year.

Please remember that a non-public representative must fill this position. It is also very important that the person appointed to this position be able to attend the regular meetings that are held on the second Wednesday of every month at the Richmond Hill City Center at 10:00 a.m.

To finalize this reappointment/appointment, the County and municipalities need to agree on the reappointment/appointment and then submit a letter signed by the Chairman, with the Mayors copied, confirming the concurrence of a reappointment/appointment of an individual to serve in this capacity.

Should you have any questions, please contact Colletta Harper, Administrative Services Director, at charper@crc.ga.gov or 912-437-0811.

AB/ch

c: Steve Howard, Camden County Administrator
Craig Root



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3917)

Meeting: 06/27/22 06:00 PM
Department: City Manager
Category: Contract
Prepared By: Lee Spell
Initiator: Lee Spell
Sponsors:
DOC ID: 3917

9.5

Approval Of: Contract Service Agreement for School Resource Officer Program

Contract Agreement with the Camden County School Board for three (3) School Resource Officers program for FY 2022-2023.

Staff recommends approval.



311 South East Street
Kingsland, GA 31548

Telephone: (912) 729-5687

Dr. John Tucker, Superintendent

Contracted Services Agreement

Name of Individual or Business: City of Kingsland

Address: P.O. Box 250 Kingsland, GA 31548

Social Security/Tax Identification Number: 58-6000-601

Date(s) of Service: (list individual dates) July 1, 2022 – June 30, 2023

Type of Service Provided: (3) School Resource Officers (2 for CCHS & 1 for CMS)

Contracted Service Fee Structure:

Flat Rate: Total Flat rate: _____

OR

OR

Hourly rate: Total based on hourly rate: _____

Hourly rate calculation: (# of days ____ X # of hours ____ X hourly rate ____ = ____)

OR

OR

Other Fee Structure (Explain) Not to Exceed = Total Other \$ 143,812.00

CONTRACTOR'S SIGNATURE

Date

ADMINISTRATOR'S SIGNATURE

Date

SUPERINTENDENT'S SIGNATURE

Date

Accounting Code: 100-2600-9990-2600-000-20-21-0000-559500-00000
100-2600-9990-2600-000-31-21-0000-559500-00000

Tutoring: ____ Not Applicable

- * Camden County Schools reserves the right to terminate this contract at any time during the contract period.
- * Payment is based on approved submitted timesheets for services rendered.
- * The services will not be rendered beyond the contract date.
- * The hourly rate for services rendered will not exceed \$25 per hour.
- * Timesheets shall be submitted by June 1st.
- * Student performance progress monitoring will be used as a factor to determine the continuation of services during or at the conclusion of a contract.

____ \$25/hr.- Ga. Cert. in the subject area tutoring or college degree and passed the GACE for the area tutoring.

____ \$15/hr.- No college degree, but passing GACE score for the area they tutoring.

____ \$10/hr.- CCHS students enrolled in Work Based Learning program/classes

TRS Approval: Retired: Yes No Certified/GACE: Yes No Background Check: Yes No

____ Not Applicable ____ Granted ____ Not Granted

DEPUTY SUPERINTENDENT

Date

Revised)

Board Members:

Jane Brown, Chairman • Jimmy Coffel, Vice-Chairman

Jason Chance • Jonathon Blount • Mark Giddens

Memorandum of Understanding Employment and Utilization of School Resource Officers

The Camden County School System, the City of Kingsland, and the Kingsland Police Department will partner with one another to help provide a safe and secure learning environment at Camden County High School and Camden Middle School. The employment of School Resource Officers will be an integral part meeting this objective. Officers will not only assist in maintaining this safe environment, they will also provide opportunities for counseling and mentoring students as well as delivering prevention and education programs.

Specific Goals and Objectives

The following goals and objectives will be the focus of the School Resource Officer's Duties.

1. Increase awareness and effectiveness of community-based policing programs.
2. Increase the effectiveness of the "Drug Free School Zone" policy through intervention and education programs at the school level.
3. Monitor and mentor, or counsel students consistent with the law and orders of the court, who are on probation for violations of both school rules and community laws.
4. Assist in improving the communication between the Juvenile Court system and the school officials.
5. Assist in developing programs that are aimed at preventing, reducing or responding to gang related activities.
6. Assist in activities that will decrease the truancy rates.
7. Assist in developing and implementing school safety programs.
8. Assist with disruptive students and violations of the law under the direction of the school principal.
9. Educate school officials and students in crime prevention and safety issues.
10. Assist in conflict resolution with students.
11. Assist in developing and maintaining school policies that address school safety, crime, emergencies and recommended procedural changes.
12. Assist in the identification of physical changes in the environment that may reduce crime in or around the school campus.

Program Issues

A. Supervision Responsibility of the SRO

The SRO will be assigned as full-time officers to Camden County High School and Camden Middle School. They will accept the responsibilities of a full-time faculty member and will be under the supervision of the building principal or his/her designee. The SRO work schedule and overtime hours will be the direct responsibility of the principal. Evaluation will be performed by the principal.

B. Decision Making Authority

The SRO will follow the policies and guidelines set forth by the Camden County School system while assigned to a school campus. The SRO does not, however, relinquish the responsibility to enforce the laws of the city or state when he/she witnesses a criminal violation. Statement, searches, interrogations or formal counseling of students must meet the requirements established by the building principal and the law.

C. Roles and Responsibilities

The City of Kingsland and the Kingsland Police Department will accept the following responsibilities for the implementation of the School Resource Officer Program:

- A. Receipt and distribution of funds to the SRO including salary, overtime, benefits, insurance, workman's compensation, unemployment benefits, and social security.
- B. Completion of program reports as requested by the Camden County School System and other agencies.
- C. Completion of annual financial reports or audit requirements as required by the Camden County School System.
- D. Oversee the, coordination, research and implementation of grant opportunities in cooperation with the Camden County School System.
- E. The Camden County School System will indemnify and hold harmless the City of Kingsland, the Kingsland Police Department, and the School Resource Officers for the actions and inactions of the School Resource Officers

The Camden County School System will accept the following responsibilities for the implementation of the School Resource Officer Program:

- A. Disbursement of City of Kingsland funds equal to an amount stipulated in a contract for purchased services agreed to by the Camden County School System and the City of Kingsland to provide SRO services between July 1, 2022 and June 30, 2023.
- B. Assignment of the SRO to offices at Camden County High School and Camden Middle School, with the appropriate administrative supplies necessary to fulfill the goals and objectives of the program.
- C. Assist in the researching and completion of any future grant opportunities.
- D. Coordinate after school activities with the SRO to provide for direct supervision by either the SRO or other law enforcement authorities.

Mayor, City of Kingsland, Georgia

Date

City Manager, City of Kingsland, Georgia

Date

Superintendent, Camden County Schools

Date



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3919)

Meeting: 06/27/22 06:00 PM
Department: Finance
Category: Agreement
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 3919

9.6

MOU for Camden County Board of Commissioners Onsite Clinical Medical Services

Memorandum of Understanding establishing a cooperative partnership between the Camden County Board of Commissioners and the City of Kingsland for providing onsite clinical medical services by Camden County to eligible employees of the City of Kingsland for the period of July 1, 2022 through June 30, 2023 in the amount of \$67,460.28. This is an increase of \$4,318.68 over current year due to increases in the clinic budget of 7.96% or \$41,460. Majority of the increase or 88% is attributed to salary and benefits increases. MOU is based on Kingsland's share having a 12% clinic utilization rate. *Staff recommends approval.*

COUNTY OF CAMDEN

**MEMORANDUM OF UNDERSTANDING
ESTABLISHING A COOPERATIVE PARTNERSHIP
BETWEEN THE CAMDEN COUNTY BOARD OF COMMISSIONERS
AND THE CITY OF KINGSLAND, GEORGIA
FOR PROVIDING ONSITE CLINICAL MEDICAL SERVICES
BY CAMDEN COUNTY TO EMPLOYEES OF THE CITY OF KINGSLAND**

This Memorandum of Understanding (herein after the “MOU”) between the Camden County Board of Commissioners (herein after the “CCBC”) and the City of Kingsland, Georgia (herein after the “CITY”); entered into this the ____ day of _____, 2022 for providing of clinical medical services by Camden County for the employees of the City of Kingsland for the period starting July 1, 2022 and continuing through June 30, 2023 as defined and as agreed to as set forth herein:

1.

WHEREAS the CCBC and the CITY are lawful governments as envisioned by Georgia Law.

2.

WHEREAS the CCBC is a self-insured body for the purposes of providing health insurance benefits to CCBC’s employees; and the CITY has purchased a health insurance policy for the purposes of providing health insurance benefits to CITY’s employees.

3.

WHEREAS both CCBC and CITY desires to manage their employer provided health insurance costs in the most economical manner.

4.

WHEREAS CCBC has an established onsite medical clinic to provide a wellness program for employees in an attempt to reduce health insurance costs for CCBC. The clinic is at 701 Charles Gilman Jr. Avenue, Suite B, Kingsland, Georgia.

5.

WHEREAS CCBC has contracted with a local Georgia licensed physician, a nurse practitioner, and a Clinic Director/RN to oversee and provide medical services for CCBC's employees at the afore-stated clinic in a continued effort to reduce costs associated with the self-insured program.

6.

WHEREAS CCBC and CITY have entered into discussions that have led to the CITY and CCBC entering into this MOU which creates a cooperative partnership so as to allow CITY's employees to utilize the afore-stated clinic whereby the physician, nurse practitioner, and the registered nurses will provide an onsite medical clinical treatment program to CITY's employees while performing the onsite medical clinical treatment program for CCBC.

7.

NOW THEREFORE BE IT RESOLVED the CCBC and CITY hereby enters into this MOU which establishes a cooperative partnership between the parties hereto for the providing of onsite medical clinical services, to include pre-employment screenings and applicable firefighter physicals as part of the measured usage, to the employees of the City of Kingsland, pursuant to the following terms.

a.

This MOU shall be effective upon the final approval by the CCBC (Camden County Board of Commissioners) and CITY (the Council for the City of Kingsland, Georgia) and entered upon the lawful minutes of each political body.

b.

Operational dates of this MOU shall be effective on July 1, 2022, upon final approval by CCBC and CITY, and shall continue until either party provides proper notification for termination. Either CCBC or the CITY may terminate this MOU at any time by informing the other party in writing 30 days prior to the termination of the agreement which shall be delivered to the County Administrator for CCBC or the City Manger for the CITY.

c.

CCBC shall establish the medical clinics hours of operation as stated herein below; and shall have sole authority for the retaining of the afore-said professional medical services for this MOU and the clinic; the location and hours of operations shall be:

- i. Staff will be available during set operational hours.

d.

In the forming of this cooperative partnership the CCBC and the CITY shall each be responsible for the total clinic operations cost on a pro-rata basis pursuant to the following formula.

CCBC has determined the estimated budgeted operating cost for CCBC's Fiscal Year 2022-2023 to be \$562,169. This budgeted amount is to cover any and all expenses associated with the onsite clinic (physician, physician's assistant, registered nursing staff, malpractice liability insurance premiums, non-medical staff, medical supplies, medications, and the utility and maintenance costs to operate the clinic).

It has further been determined that the CITY utilized the onsite medical clinic for CCBC's Fiscal year 2021-2022 for a pro-rated use percentage of 12% of the total operating costs for the afore-stated fiscal budget year.

It is hereby agreed and consented to by the parties hereto that the CITY shall pay to CCBC 12% of the afore-stated \$562,169 budget, conditioned on the CITY use of the clinical services not exceeding the projected 12% use of the clinic for 2022-2023 Fiscal Budget Year.

CITY shall pay to CCBC the total annual amount of \$67,460.28 for medical services provided by the CCBC's onsite clinic to the CITY. Said annual amount shall be paid in 12 monthly installments of \$5,621.69. CITY shall pay CCBC for the monthly installment payment by the 10th day of each month for the services performed in the previous month starting with July 1, 2022.

The aforesaid formula for payment of clinical services provided to the CITY shall be reviewed by CCBC on a quarterly basis in an effort to keep the CITY informed of the percentage of clinical services provided and costs so associated with the provided services in comparison to the funding so allocated for the onsite clinic operations. Upon review of the quarterly reports, the CITY shall be notified by the CCBC of the actual costs and utilization as well as any differential in pay.

The quarterly reviews are for the periods of July 1, 2022 to September 30, 2022; October 1, 2022 to December 31, 2022; January 1, 2023 to March 31, 2023; and April 1, 2023 to June 30, 2023. The completed quarterly review shall be presented by the CCBC to CITY on or before the 20th day of the month following the quarter just completed.

e.

CITY will be notified by CCBC in a timely manner of a change in clinic's hour of operation so that the CITY's employees may schedule their time to meet with the health care providers. Representatives of the CCBC's Human Resources Department and the CITY's Human Resources Department shall meet as needed to work out clinic schedules as necessary.

f.

This MOU does not establish an employer/employee relationship between CITY's employees and CCBC.

g.

CITY agrees to hold harmless and indemnify CCBC from any damages, liability, actions, claims, or demands that may arise within the scope of this MOU in regards to CITY's agents, servants, employees, invitees, or licenses arising out of this MOU during the term of this MOU.

h.

The services as defined herein shall only be provided to those CITY employees, and their dependents, that are currently enrolled in the CITY's employer provided health insurance program. City shall provide to CCBC a list of currently enrolled employees in CITY's employer provided health insurance program as may be amended from time to time.

Hereby agreed to by the parties hereto on the date as approved:

This ____ day of ____ 2022

Gary A. Blount, Chairman
Camden County Board of Commissioners

ATTEST: _____
Kathryn Bishop, County Clerk

Dr. C. Grayson Day, Mayor
City of Kingsland, GA

This ____ day of ____ 2022

ATTEST: _____
Joe Seigler, City Clerk



Camden County BOC, GA

Budget Comparison Report

Account Summa

					Comparison 1	Comparison 1		
					Parent Budget	Budget	to Parent Budget	%
Account Number		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023	Increase /	
Fund: 100 - GENERAL		Total Activity	Total Activity	YTD Activity	2021-2022	FY2023	(Decrease)	
Expense				Through Apr		PROPOSED		
Department: 1558 - ONSITE WELLNESS CLINIC								
Class: 51 - SALARIES & BENEFITS								
100-5-1558-511100	SALARIES	307,280.57	314,019.05	249,290.55	331,824.00	360,595.00	28,771.00	8.67%
100-5-1558-511300	OVERTIME	699.09	0.00	0.00	0.00	0.00	0.00	0.00%
100-5-1558-512200	SOCIAL SECURITY TAXES	22,811.19	23,581.64	18,390.49	25,385.00	27,586.00	2,201.00	8.67%
100-5-1558-512400	RETIREMENT	7,687.72	8,723.59	7,217.36	9,955.00	9,376.00	-579.00	-5.82%
100-5-1558-512403	RETIREMENT: COUNTY MATCH	8,202.73	10,260.86	10,922.85	7,528.00	13,630.00	6,102.00	81.06%
100-5-1558-512904	UNIFORMS	130.70	1,102.12	712.57	1,300.00	1,300.00	0.00	0.00%
Total Class: 51 - SALARIES & BENEFITS:		346,812.00	357,687.26	286,533.82	375,992.00	412,487.00	36,495.00	9.71%
Class: 52 - CONTRACTED SERVICES								
100-5-1558-521230	CONTRACTED R&M - ALL BLDGS	479.40	579.40	399.60	480.00	480.00	0.00	0.00%
100-5-1558-521251	CONTRACT SVC-PRACTITIONERS	21,619.50	15,976.75	15,312.50	20,000.00	24,000.00	4,000.00	20.00%
100-5-1558-521256	CONTRACT SVC-MEDICAL DIREC	20,400.00	20,400.00	17,000.00	20,400.00	20,400.00	0.00	0.00%
100-5-1558-521335	C/S-ANNUAL SOFTWARE MAINT	2,998.00	4,220.35	3,133.00	3,618.00	5,146.00	1,528.00	42.23%
100-5-1558-521340	C/S-CLOUD COMPUTING FEES	2,572.60	5,692.22	3,051.40	3,236.00	3,660.00	424.00	13.10%
100-5-1558-522100	JANITORIAL - CONTRACTS	12,172.96	9,326.24	6,566.48	7,581.00	8,033.00	452.00	5.96%
100-5-1558-522202	REP & MT OFF EQUIPMENT	736.90	1,383.49	765.63	800.00	800.00	0.00	0.00%
100-5-1558-522205	REPAIR & MAINT - MEDICAL EQL	0.00	78.24	0.00	200.00	200.00	0.00	0.00%
100-5-1558-523102	LIABILITY INSURANCE	8,861.84	10,400.00	-13,122.00	10,400.00	12,480.00	2,080.00	20.00%
100-5-1558-523200	TELEPHONE	3,248.98	3,379.54	2,787.10	3,480.00	3,390.00	-90.00	-2.59%
100-5-1558-523201	CELL PHONES	1,022.08	1,140.63	1,043.64	900.00	1,108.00	208.00	23.11%
100-5-1558-523300	ADVERTISING & PUBLISHING	0.00	77.89	184.84	100.00	100.00	0.00	0.00%
100-5-1558-523400	PRINTING	58.38	126.93	178.58	100.00	200.00	100.00	100.00%
100-5-1558-523500	TRAVEL	146.42	0.00	1,191.61	2,500.00	500.00	-2,000.00	-80.00%
100-5-1558-523600	DUES & SUBSCRIPTIONS	209.22	515.72	78.72	180.00	850.00	670.00	372.22%
100-5-1558-523700	EDUCATION & TRAINING	284.00	482.27	1,407.17	2,700.00	3,700.00	1,000.00	37.04%
100-5-1558-523800	PROFESSIONAL LICENSES	0.00	255.00	0.00	252.00	325.00	73.00	28.97%
Total Class: 52 - CONTRACTED SERVICES:		74,810.28	74,034.67	39,978.27	76,927.00	85,372.00	8,445.00	10.98%
Class: 53 - SUPPLIES								
100-5-1558-531100	OFFICE SUPPLIES	1,108.87	981.03	826.57	1,450.00	1,450.00	0.00	0.00%
100-5-1558-531101	MINOR OPERATING	2,547.43	2,827.98	2,019.02	1,050.00	1,750.00	700.00	66.67%

Attachment: Budget Comparison ReportCLINIC (3919 : Approval Of: MOU for Camden Count

Attachment: Budget Comparison ReportCLINIC (3919 : Approval Of: MOU for Camden County Board of

Budget Comparison Report

Account Number		2019-2020 Total Activity	2020-2021 Total Activity	2021-2022 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
					2021-2022 2021-2022	2022-2023 FY2023 PROPOSED	Increase / (Decrease)	
100-5-1558-531102	POSTAGE	21.80	39.35	23.20	40.00	40.00	0.00	0.00%
100-5-1558-531103	COMPUTER SUPPLIES	1,856.87	1,106.82	668.02	2,050.00	1,800.00	-250.00	-12.20%
100-5-1558-531104	JANITORIAL SUPPLIES	984.48	2,317.38	70.49	800.00	150.00	-650.00	-81.25%
100-5-1558-531106	MEDICAL SUPPLIES - GENERAL	45,341.80	41,723.23	35,689.72	46,000.00	46,000.00	0.00	0.00%
100-5-1558-531210	WATER & SEWER	291.55	294.29	249.54	400.00	400.00	0.00	0.00%
100-5-1558-531230	ELECTRIC	6,432.01	6,131.23	5,940.35	7,200.00	7,200.00	0.00	0.00%
100-5-1558-531300	OTHER SUPPLIES	410.75	461.18	483.38	490.00	510.00	20.00	4.08%
100-5-1558-531600	SMALL EQUIP \$500 - \$4,999	819.00	0.00	2,090.00	7,610.00	5,010.00	-2,600.00	-34.17%
100-5-1558-531601	COMPUTERS \$500-\$4,999	1,640.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-5-1558-531603	FURNITURE \$500-\$4,999	775.00	0.00	0.00	700.00	0.00	-700.00	-100.00%
Total Class: 53 - SUPPLIES:		62,229.56	55,882.49	48,060.29	67,790.00	64,310.00	-3,480.00	-5.13%
Total Department: 1558 - ONSITE WELLNESS CLINIC:		483,851.84	487,604.42	374,572.38	520,709.00	562,169.00	41,460.00	7.96%
Total Expense:		483,851.84	487,604.42	374,572.38	520,709.00	562,169.00	41,460.00	7.96%
Total Fund: 100 - GENERAL:		483,851.84	487,604.42	374,572.38	520,709.00	562,169.00	41,460.00	7.96%
Report Total:		483,851.84	487,604.42	374,572.38	520,709.00	562,169.00	41,460.00	7.96%

Budget Comparison Report

Fund Summa

Fund	2019-2020 Total Activity	2020-2021 Total Activity	2021-2022 YTD Activity Through Apr	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%
				2021-2022 2021-2022	2022-2023 FY2023 PROPOSED	Increase / (Decrease)	
100 - GENERAL	483,851.84	487,604.42	374,572.38	520,709.00	562,169.00	41,460.00	7.96%
Report Total:	483,851.84	487,604.42	374,572.38	520,709.00	562,169.00	41,460.00	7.96%



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 06/27/22 06:00 PM
Department: City Clerk
Category: Resolution
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 3894

AGENDA ITEM (ID # 3894)

Approval Of: Resolution 2022-06 - Establishing Qualifying Dates and Times for 2022 Election



RESOLUTION #2022-06

A RESOLUTION ESTABLISHING THE 2022 QUALIFYING DATES AND TIMES FOR CERTAIN CITY OFFICES IN THE CITY OF KINGSLAND

WHEREAS, O.C.G.A. §§ 21-2-132; 21-2-153 requires City Council to fix and publish qualifying dates and times in the upcoming General Election;

NOW, THEREFORE BE IT RESOLVED, by the City Council, acting as the governing authority of the City of Kingsland, Georgia that the 2022 qualifying dates and times for certain city offices are established as follows:

Hours of 8:30 A.M. – 12:00 PM and 1:00 PM – 4:30 PM., Monday, August 15, 2022 through Friday, August 19, 2022. Qualifying fee for Mayor - \$253.50, Qualifying fee for City Council Posts #3 and #4 - \$180.75.

ADOPTED, this 27th day of June, 2022. **CITY OF KINGSLAND, GEORGIA**

BY:

Dr. C. Grayson Day, Jr., Mayor

ATTEST:

Jean Seigler, City Clerk