

SCHLEY COUNTY BOARD OF COMMISSIONERS
Monday, January 13, 2020

The Schley County Board of Commissioners held a Called meeting January 13, 2020. Those present were: Chairman Greg Barineau, Vice-Chairman Brian Belcher, Commissioner Bill McClellan, Commissioner Dennis Jones, Commissioner Mike Hammack County Manager Bill Sawyer, and County Clerk, Kathy Bruer.

ITEM 1. CALL TO ORDER

Chairman Barineau called the meeting to order.

Commissioner Jones gave the invocation.

ITEM 3. REVIEW EMPLOYEE HANDBOOK

Bill Sawyer stated that there had been some concerns about updating the Employee Handbook and wanted to open the floor to everyone to discuss their concerns. Commissioner McClellan started by stating he agreed with Commissioner Jones on that there should be an evaluation process. The Department Heads should sit down with their employees and make recommendations on what they are doing right and what needs improvement. A pay scale should be determined and if raises are warranted, that would be the time to give them. Commissioner Jones asked if the Department Heads are the ones to do the evaluations; Chairman Barineau said yes and the County Manager would evaluate the Department Heads. Commissioner Jones said it could be something simple. For example, Art Barfield (Public Works Superintendent) could set expectations and address both good and bad points. Commissioner McClellan stated that Clerk Bruer had some changes also. Bill Sawyer stated that we would go around to the Commissioners. One thing Bruer brought up was a question regarding an employee can only use 12 sick days in one year. Bill Sawyer stated he felt it should be 30 days and then addressed on a case by case basis to determine next steps. He mentioned that when Gloria Jordan's son had his accident and Hal Usry was having issues, we paid both in excess of 12 days. Fred Smith also had an extenuating circumstance. There was discussion about the rollover on sick leave time and employees banking it in case of a major sickness. Chairman Barineau asked Bill Sawyer to get with Jimmy Skipper on the approved language. Bill Sawyer stated that previously when an employee went to school that they would pay their expenses up front and then the County would reimburse them. We since implemented a per diem policy. The County will pay the hotel expenses upfront, mileage will be determined and paid at the state rate, and we pay \$40 per day per diem. Bill Sawyer stated he thinks that needs to be changed to the Federal rate as our per diem amount is not enough. Vice-Chairman Belcher made a motion for Bill Sawyer to contact Jimmy Skipper for direction; seconded by Commissioner Hammack and all were in favor. Vice-Chair Belcher, Commissioner Hammack, and Commissioner Jones agreed with previously mentioned suggestions.

Commissioner McClellan asked where we were on Bill Sawyer creating a calendar of events. Bill said he would like to sit down with the Commissioners to discuss his duties. He said he had already started a calendar of things he does in January. He was asked to email that to the Commissioners so they can begin processing the information. Bill Sawyer stated he is the one who wrote the GEFA application; who will do that when he leaves. He writes all bids; he doesn't want the work he's started to fall by the wayside. Commissioner McClellan said whenever Bill Sawyer can set up a meeting, he will change his schedule so he can attend. Commissioner Jones asked if any applications had been received. Bill stated three; two make over \$100,00 per year and one has no experience.

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ITEM 4. MOTION TO ADJOURN

Commissioner Jones made a motion to adjourn the meeting, Vice-Chairman Belcher seconded the motion, and all were in favor.

Attest:

Greg Barineau, Chairman

Kathy Bruer, County Clerk

**SIGNED / APPROVED COPIES
AVAILABLE ON REQUEST.**