



Jawahn E. Ware
County Clerk/Procurement Manager

**DOUGHERTY COUNTY BOARD OF COMMISSIONERS
ADMINISTRATION**

Attention Viewers of www.dougherty.ga.us:

The following supplemental material pertains to the:

October 7, 2019 Regular Meeting

Documents received after 11:00 a.m., October 4, 2019 are not included.

For questions or concerns pertaining to Commission related items, please call 229-431-2121.

Sincerely,

Jawahn E. Ware
County Clerk



REGULAR MEETING – OCTOBER 7, 2019

DRAFT 5 jw/bh

Albany-Dougherty Government Center
222 Pine Ave, Room 100, Albany, GA 31701

10 AM

AGENDA

- 1. Call meeting to order by Chairman Christopher Cohilas.
2. Invocation by Chairman Cohilas.
3. Pledge of Allegiance.
4. Consider for action the September 9 Regular Meeting, September 16 Work Session, September 16 Special Called Meeting Minutes. See Minutes. ACTION:
5. Delegations (The Commission will hear comments on those items pertaining to Dougherty County for which a public hearing has not been held or scheduled. Please be brief, to the point, and considerate of time for others).
6. Consider for action the amendment of the Robert Cross Park Multipurpose Facility One Day Rental Fee and Reservation Deposit. The recommendations are:
Option 1: Current Fee Structure (as of September 23, 2019)
Event Fee: \$600.00
Reservation Deposit: 0.00
Total: \$600.00
Option 2: Staff Recommended Fee Structure
Event Fee: \$600.00
Reservation Deposit: 200.00
Total: \$800.00
Option 3: Fee Structure Phased In Over 2 Years
Event Fee: \$500.00 2021 Event Fee: \$600.00
Reservation Deposit: 200.00 Reservation Deposit: 200.00
Total: \$700.00 Total: \$800.00
Year: 2020 Year: 2021
Option 4: Previous Fee Structure
Event Fee: \$400.00
Damage Deposit: 200.00
Total: \$600.00

<See Over for additional information to Other #1>

The approved recommendation will be effective **January 1, 2020**. Note: The reservation deposit is refundable if agreement conditions are met. **See Other #1.**

ACTION:

7. Consider for action the **Resolution** providing for the acceptance and execution of the **Merck-Flint River Site Part G Contingency Plan outlining the assistance** of the Dougherty County Police Department and Dougherty County Emergency Medical Services in **performing emergency response duties**. **See Other #2.**

ACTION:

8. Consider for action the **proposed Board Appointment:** **See Other #3.**

- a. **Retirement Fund Committee - One (1) appointment** to fill an unexpired four-year term ending December 31, 2022. The appointment must be a County retiree representative. **Incumbent** Gail Morrell relocated outside of Dougherty County. **One new applicant:** Greg Rowe. **Commission Chairman will make all appointments to this Committee.**

ACTION:

9. Consider for action the **recommendation** from the Emergency Medical Services Department to **apply** for an **EMS Trauma Related Equipment reimbursement Grant in the amount of \$10,166.10** for use to purchase EMS Trauma Related Equipment. **This is a 100% grant with no local match.** EMS Director Sam Allen will address. **See Other #4.**

ACTION:

10. Consider for action the required **Resolution** providing for approval of the **SunTrust resolution** and business account signature card updating the authorized personnel for the **SunTrust accounts**. County Administrator Michael McCoy will address. **See Other #5.**

ACTION:

11. Consider for action the **Resolution** providing for the payment of the fee **proposal** from **Cardno**. (Marietta, GA) to the City of Albany for the construction of **temporary shoring, removal of underground storage tanks and in-ground lifts** at the **Mule Barn**, located at 101 S. Front Street **in the amount of \$130,750**. **Funding** is available in **SPLOST V**. County Administrator Michael McCoy will address. Downtown Manager Lequrica Gaskins is present.

See Purchases #1.

ACTION:

12.Items from the County Administrator.

13.Items from the County Attorney.

14.Items from the County Commission.

15.Adjourn.

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Coordinator at 229-431-2121 promptly to allow the County to make reasonable accommodations for those persons.

DOUGHERTY COUNTY COMMISSION

DRAFT

REGULAR MEETING MINUTES

September 09, 2019

The Dougherty County Commission met in Room 100 of the Albany-Dougherty Government Center on September 09, 2019. Chairman Christopher Cohilas presided. Commissioners present were Victor Edwards, Gloria Gaines, Russell Gray, Lamar Hudgins, Clinton Johnson and Anthony Jones. Also present were County Administrator Michael McCoy, County Attorney Spencer Lee, County Clerk Jawahn Ware, other staff and representatives of the media.

After the invocation and Pledge of Allegiance, the Chairman called for approval of the August 5 Regular Meeting, August 10 Midyear Commission Retreat and August 12 Work Session Minutes.

Commissioner Jones moved for approval. Upon a second by Commissioner Johnson, the motion passed unanimously.

The Chairman recognized ASPIRE Behavioral Health and Developmental Disability (BHDD) Services, CEO, Dana Glass, The Change Center Program Director, Kathryn Newcomb and other staff to accept a proclamation recognizing September as National Recovery Month in Dougherty County. The proclamation reads as follows:

WHEREAS, behavioral health is an essential part of health and one's overall wellness; and

WHEREAS, recovery from alcohol and other drug use occurs every day through a variety of recovery support resources and treatment programs; and

WHEREAS, mental health disorders and substance use disorders prevention works, treatment is effective and people recover across Georgia and around the nation; and

WHEREAS, millions of people across the United States are in long-term recovery living happy, healthy and productive lives; and

WHEREAS, we must encourage relatives and friends of people with mental health disorders and substance use disorders to implement preventive measures, recognize the signs of a problem and guide those in need to appropriate treatment and recovery support services; and

WHEREAS, education about recovery and addiction is essential to combating the stigma and discrimination faced by people in recovery is needed by all Georgians including public health and safety officials, the workforce, older adults and families; and

WHEREAS, to help more people achieve and sustain long-term recovery, the Dougherty County Board of Commissioners invites all residents of our community to participate in National Recovery Month in order to Empower Choice, Promote Change and Health Our Community; and

THEREFORE, we, the Board of Commissioners of the Dougherty County, Georgia, do hereby proclaim the month of September 2019 as

NATIONAL RECOVERY MONTH

We further call upon our citizens, government agencies, public and private institutions, businesses, and schools to commit to increasing awareness and understanding of mental illnesses and addiction, to fight stigma and discrimination, and to promote appropriate and accessible services for all people seeking to live a life of recovery.

IN WITNESS WHEREOF, I have hereunto set my hands and caused the seals of Dougherty County to be affixed on this 9th day of September, in the year two thousand and nineteen.

BOARD OF COMMISSIONERS
DOUGHERTY COUNTY, GEORGIA

Christopher S. Cohilas, Chairman

The Chairman called for consideration of the acceptance of a grant, the resolution providing for approval and execution of an Intergovernmental Agreement to operate the Southwestern Regional Drug Enforcement Office and the resolution providing for approval and execution of a Lease Agreement on behalf of the GBI and between the City of Albany and Dougherty County. County Administrator Michael McCoy and Joe Chesnut, GBI Special Agent in Charge West Metro Regional Drug Enforcement Office, addressed. Mr. Chesnut provided an overview of requests. He requested two grants which included one for the last three months of 2019 and the other for the calendar year 2020. The funding will come from the Byrne JAG grant and approval is needed because Dougherty County would be the fiduciary of the funds. The grant amount requested is \$248,000. Mr. McCoy said that Dougherty County and the City of Albany would pay the lease in the amount of \$4,120 a month but this amount is not included in the grant. The consideration was presented for action today because the GBI submission deadline was near. Two officers would be assigned to the Special Unit (one from the Sheriff's Office and one from the Dougherty County Police). The enforcement office will be located on Evelyn Ave and would be responsible for 42 counties. However, headquarters would be located in Dougherty County.

Commissioner Hudgins moved for approval. Upon a second by Commissioner Edwards, the motion passed unanimously. Resolutions 19-49 and 19-50 are entitled:

A RESOLUTION
ENTITLED
A RESOLUTION PROVIDING FOR THE APPROVAL AND EXECUTION OF
AN INTERGOVERNMENTAL AGREEMENT BETWEEN DOUGHERTY
COUNTY, GEORGIA, THE CITY OF ALBANY, GEORGIA AND THE
GEORGIA BUREAU OF INVESTIGATION ET AL PROVIDING FOR
MUTUAL AID LAW ENFORCEMENT CAPABILITY; REPEALING
RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH;
AND FOR OTHER PURPOSES.

A RESOLUTION
ENTITLED
A RESOLUTION PROVIDING FOR THE APPROVAL AND EXECUTION OF
A REAL ESTATE LEASE CONTRACT BETWEEN JFT PUBLIC
PROPERTIES, LP, THE CITY OF ALBANY AND DOUGHERTY COUNTY,
GEORGIA; REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN
CONFLICT HEREWITH; AND FOR OTHER PURPOSES

The Chairman called for consideration of the transfer of \$93,955.49 from the Fund Balance of the Solid Waste Enterprise Fund to the Special Services District Fund for the purpose of paying an invoice from Ceres. County Administrator Michael McCoy addressed. Mr. McCoy stated that this payment was associated with tipping fees from Hurricane Michael.

Commissioner Jones moved for approval. Upon a second by Commissioner Johnson, the motion passed unanimously.

The Chairman called for consideration of the payment of one invoice from Ceres in the amount of \$93,955.49. The services rendered are for tipping fees. County Administrator Michael McCoy addressed.

Commissioner Jones moved for approval. Upon a second by Commissioner Johnson, the motion passed unanimously.

There being no further business, the Commission adjourned at 10:18 a.m.

ATTEST:

CHAIRMAN

COUNTY CLERK

DOUGHERTY COUNTY COMMISSION

DRAFT

WORK SESSION MINUTES

September 16, 2019

The Dougherty County Commission met in Room 120 of the Albany-Dougherty Government Center on September 16, 2019. Chairman Christopher Cohilas presided. Commissioners present were Victor Edwards, Gloria Gaines, Russell Gray, Lamar Hudgins, Clinton Johnson and Anthony Jones. Also present were County Administrator Michael McCoy, Assistant County Administrator Scott Addison, County Attorney Spencer Lee, County Clerk Jawahn Ware, other staff and representatives of the media.

The Chairman recognized Fredando “Farmer Fredo” Jackson, present to update the Commission with the Flint River Fresh project. There are approximately 25 community gardens, urban farms, school gardens and rural farms in Dougherty County. Comments were made by Commissioner Gaines and Chairman Cohilas. Upon the request of Commissioner Gaines, Chairman Cohilas requested that any available property in the County be identified for possible use as a community garden. Chairman Cohilas inquired about partnering with the Sheriff’s Office to use inmate labor. Commissioner Gray suggested that the Land Bank Authority use property during planting season prior to selling.

The Chairman recognized Yvonne Reese and Reverend Andrew McDowell to request safety measures be in place on Hardup and Wildfair Roads. The request was to replace the signs that were lost after the recent storms, install additional signs, install rumble strips to break the speed of citizens, and to ensure that the grass was cut. Chairman Cohilas directed Mr. McCoy to provide a follow up in a future meeting regarding this issue. The Chairman thanked the citizens for coming to the meeting to provide awareness regarding this situation. Commissioner Edwards shared that staff started working on this issue after a fatal accident in August prompted another citizen to make a request. Commissioner Gaines shared that due to more housing development in the area, our actions to address the issue may be different than what was done in the past.

The Chairman asked the Commission to review the minutes of the August 19 Regular Meeting and August 26 Work Session.

The Chairman called for a discussion of a recommendation to accept the bid to install a concrete trail at the Old Radium Springs Golf Course from the lowest responsible and responsive bidder meeting specifications, AAA Concrete (Albany, GA) in the amount of \$74,450.00. Two vendors submitted bids with the highest bid being \$440,160. Funding is available in SPLOST V – Radium Springs Improvement. Assistant County Administrator Scott Addison addressed. Public Works Director Larry Cook and City of Albany Central Services Buyer Kimberly Allen were present.

The Chairman called for a discussion of a recommendation to accept the proposal for the Radium Springs Storm Memorial & Renovation of the Entrance Gate, Ticket Booths, Gazebo, and Exterior Feature Lighting from the lowest responsible and responsive proposer meeting

specifications, LRA Constructors, Inc. (Albany, GA) in the amount of \$572,791. Two vendors submitted proposals with the highest base bid being \$620,105. Funding is available in SPLOST V – Radium Springs Improvement. Assistant County Administrator Scott Addison addressed. Public Works Director Larry Cook and City of Albany Central Services Buyer Kimberly Allen were present. There was clarification regarding the budget and the use of the ticket booth provided.

The Chairman called for a discussion of a recommendation to accept the proposal for the Survey & Design of Alley Improvements from the lowest responsible and responsive proposer meeting specifications, Reliable Engineering LLC (Albany, GA) in the amount of \$127,600. The engineering service will be for the fifteen alleys listed in the Dougherty County Alley Improvements proposal and 2019 T-SPLOST project. Four vendors submitted proposals with the highest bid being \$189,700. Funding is available in TSPLOST – Alley Paving. Assistant County Administrator Scott Addison addressed. Public Works Director Larry Cook was present. Mr. Addison said that this is the first step to utilize the TSPLOST projects and shared that the work on the alleys would be bid out.

The Chairman called for a discussion of a recommendation to approve the transfer of ownership for the alcohol application of Ohn Namoh Rudra Corp., Palak Pithawala licensee, dba Cowboy Bill's, at 4502 Sylvester Rd for Consumption – Liquor, Beer and Wine. The Albany-Dougherty Marshal's Office recommended approval. County Clerk Jawahn Ware addressed. Chief Anthony Donaldson, Business and License Support Department, was present.

The Chairman called for a discussion of a recommendation to approve the resolution creating the 2020 Albany-Dougherty Local Complete Count Committee for the U.S. Census Bureau. County Administrator Michael McCoy addressed. Planning Director and 2020 Complete Count Committee Representative Paul Forgey was present. Mr. McCoy stated that 78 counties had accepted the resolution so far in Georgia.

The Chairman called for a discussion of a recommendation to approve adjusting the Robert Cross Park Multipurpose Facility One Day Rental Fee. County Administrator Michael McCoy addressed. Assistant County Administrator Scott Addison and Public Works Director Larry Cook were present. Mr. McCoy stated that we are not in business to make a profit but our costs need to be covered. The proposed fee increase is from \$400 to \$600 in addition to a \$200 refundable deposit; and the amount will allow us to be in line with other market rates. Mr. Cook shared the numbers provided for rental events do not include charitable events usage. Commissioners Edwards and Jones were not in favor of the increase. Attorney Lee provided a legal opinion regarding public use.

The Chairman called for a discussion of a recommendation to approve the Disaster Recovery Fund Budget for FY 19 in the amount of \$4,508,120. The Department of Audits requires an official approved budget showing the total expenditures in a fiscal year. County Administrator Michael McCoy and Finance Director Martha Hendley addressed. Mr. McCoy shared that items pertaining to the budgets were "administrative housekeeping". Mrs. Hendley shared that disasters are not planned or budgeted; but auditors require that the Commission approve the expenditures.

The Chairman called for a discussion of a recommendation to approve the CDBG-DR Grant Budget for FY 19 in the amount of \$36,600. The Department of Audits requires an official approved budget showing the total expenditures in a fiscal year. County Administrator Michael McCoy and Finance Director Martha Hendley addressed.

The Chairman called for a discussion of a recommendation to approve the CHIP Grant Budget for FY 19 in the amount of \$249,650. The Department of Audits requires an official approved budget showing the total expenditures in a fiscal year. County Administrator Michael McCoy and Finance Director Martha Hendley addressed.

The Chairman called for a discussion of a recommendation to approve one invoice from Ceres Environmental Services in the amount of \$82,619.58 for tipping fees. Funding will be paid from the Special Services District Fund. County Administrator Michael McCoy addressed. Commissioner Gaines asked about the balance of the Solid Waste Enterprise Fund. Mrs. Hendley shared that the account was healthy with a balance of approximately \$13 million. Mr. McCoy shared that the County was still awaiting reimbursement funds from FEMA and once the final invoice was paid, an additional update would be provided to the Commission.

The Chairman called for a discussion of a recommendation to review the use of Dougherty County Nuisance Abatement Resolution Number 02-034 as a means to abate nuisances (dilapidated property) at 2611 Radium Springs Road and 2417 Betty's Drive. County Attorney Spencer Lee and County Administrator Michael McCoy addressed. Attorney Lee outlined the process to file a Compliant In Rem with the court to have the property demolished. He stressed the cost the County will spend to demolish these properties would most likely not be recuperated. Additional discussion regarding 946 Barbragale Avenue was held. This property is not currently applicable to the process because the taxes were current and did not meet the greater than 50% repair threshold. Against his recommendation, Attorney Lee said he would add 946 Barbragale Ave to the resolution and take appropriate action. Mr. Cook would provide an update pertaining to costs at the next meeting.

The Chairman called for a discussion of a recommendation to declare the listed equipment as surplus and authorizing the disposal of or sale of same via an online auction. Assistant County Administrator Scott Addison addressed.

The Chairman called for a discussion of a recommendation to accept the Insurance Review Committee's recommended Health and Dental Plan Renewal and Plan Design changes for the 2020 Plan Year. Dominique Hall, HR Director and Debbie Burke, Insurance Office of America (IOA) Senior Account Executive addressed. Sr. Account Representative Will Allen was present. A year-to-date summary was provided. On a low end, the onsite clinic had a 90% utilization rate. After ten completed cases, Surgery Plus has paid itself with a net savings of \$54,000 as of July 2019. For the June 30, 2019 fiscal year end, the plan ended at 110% or \$567,000 more than the full insurance employee rate as compared to 94% last year. Through July, the total plan cost is 107% to the full insurance employee rate as compared to 97% last year. Ms. Burke shared that IOA partnered with Wakely, a national actuarial consulting firm, to help price new plans and propose plan design changes. For the 2020 plan year, it is suggested that employee

premiums would remain the same as 2019 and the Dougherty County projected cost could decrease 1.41% or \$68,000. In regards to the dental plan, it is suggested that the dental carrier be changed to Delta Dental; and this change would also increase the network of dentists available. Additional deductibles and changes for the plans were discussed.

Commissioner Gray discussed a potential discrepancy on the ballot for Sunday alcohol sales because he saw a different advertisement for Lee County. County Attorney Lee confirmed that there were no issues with Dougherty County's verbiage and added that we used the state code for our ballot.

There being no further business to come before the Commission, the meeting adjourned to a Special Called Meeting at 11:20 a.m.

CHAIRMAN

ATTEST:

COUNTY CLERK

DOUGHERTY COUNTY COMMISSION
SPECIAL CALLED MEETING MINUTES

DRAFT

September 16, 2019

The Dougherty County Commission met for a Special Called Meeting immediately following the Work Session in Room 120 of the Albany-Dougherty Government Center on September 16, 2019. Chairman Christopher Cohilas called the meeting to order. Commissioners present were Victor Edwards, Gloria Gaines, Russell Gray, Lamar Hudgins, Clinton Johnson, and Anthony Jones. Also present were County Administrator Michael McCoy, Assistant County Administrator Scott Addison, County Attorney Spencer Lee, County Clerk Jawahn Ware, other staff and representatives of the media.

The Chairman called for consideration of the recommendation from the County Attorney to enter into Executive Session for the purpose of discussing real estate and then to adjourn.

Commissioner Johnson moved for approval. Upon a second by Commissioner Jones, the motion carried unanimously.

There being no further business to discuss the Commission entered into executive session at 11:20 a.m.

CHAIRMAN

ATTEST:

COUNTY CLERK

Proposed Event Fee Options

Option 1 – Current Approved Fee Structure

Current Approved Event Fee	\$600.00
No Damage Deposit	\$ 0.00
Total	\$600.00

Option 2 – Previously Recommended Fee Structure

Proposed Event Fee	\$600.00
Damage Deposit (refundable if no damages)	\$200.00
Total	\$800.00

Option 3 (A) – 1st Year (Beginning July 2020)

Proposed Event Fee	\$500.00
Damage Deposit (refundable if no damages)	\$200.00
Total	\$700.00

Option 3 (B) – 2nd Year (Beginning July 2021)

Proposed Event Fee	\$600.00
Damage Deposit (refundable if no damages)	\$200.00
Total	\$800.00

Option 4 **

Historical Event Fee	\$400.00
Damage Deposit (refundable if no damages)	\$200.00
Total	\$600.00

**** Option 4 would not allow for any building maintenance nor any equipment replacements. Additional building maintenance funds would be necessary in the Departmental budget to cover any expenses.**

Robert Cross Park Multi-Purpose Facility Costs for One-Day

(Data obtained from Jan-Jul 2019 Actual Events)

Labor/Custodian/Admin + benefits	\$ 292.00
Custodial Supplies	\$ 30.00
Utilities - Building*	\$ 130.00
Utilities - Security Light*	\$ 6.00
Building Maintenance & Equipment Fees	\$ 127.00
Property Insurance	\$ 15.00
	\$ 600.00
Proposed Event Fee	\$ 600.00
Damage Deposit (refundable if no damages)	\$ 200.00
Total	\$ 800.00

* **Current Event Fee - \$400 + \$200 = \$600**

* **Electricity Avg \$130.00 per event**

* **Security Light \$198.63 per month**

	<u>Revenues</u>	<u># of Events</u>
2016	25,820.00	59
2017	25,740.00	60
2018	25,575.00	67
Jan-Jul 2019	17,975.00	38

Other Local Venues
Approximately Same Size
Pricing Schedule

<u>Venue</u>	<u>Pricing</u>	<u>Deposits</u>	
Merry Acres Inn & Event Center	650.00	-	
The Bindery at Oakland	1,200.00	-	Private/Commercial
	900.00	-	Non-Profit Groups
Creekside Event at Chehaw	1,600.00	500.00	Weekend Full Day (Friday & Saturday)
	650.00	500.00	Sun-Thurs Full Day
	350.00	500.00	Sun-Thurs Non-Profit
	200.00	-	Add'l Hours - Per Hour
			Before 8:30am-After 11:30pm Deposit Refundable



**A RESOLUTION
ENTITLED
A RESOLUTION PROVIDING FOR THE APPROVAL AND EXECUTION OF A CONTINGENCY PLAN
BETWEEN DOUGHERTY COUNTY, GEORGIA AND MERCK SHARP & DOHME CORP. (MERCK)
FOR THE PURPOSE OF PROVIDING EMERGENCY RESPONSE DUTIES AT THE MERCK FLINT RIVER
SITE LOCATED AT 3517 RADIUM SPRING ROAD IN DOUGHERTY COUNTY; REPEALING
RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH;
AND FOR OTHER PURPOSES.**

WHEREAS, the Board of Commissioners of Dougherty County, Georgia is desirous of approving and executing a Contingency Plan with Merck Sharp & Dohme Corp. (Merck) relative to providing emergency response duties to Merck's Flint River Site located at 3517 Radium Springs Road in Dougherty County.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Dougherty County, Georgia and it is hereby resolved by Authority of same as follows:

SECTION I The attached Agreement between Dougherty County, Georgia and Merck Sharp & Dohme Corp. (Merck) is hereby approved for the purpose of providing emergency response duties at Merck's Flint River site located at 3517 Radium Springs Road in Dougherty County and the County Administrator is authorized to execute any and all documents necessary for the full implementation of the Contingency Plan.

SECTION II All Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

This the 7th day of October, 2019.

BOARD OF COMMISSIONERS OF
DOUGHERTY COUNTY, GEORGIA

BY: _____
Christopher S. Cohilas, Chairman

ATTEST:

County Clerk

Merck – Flint River Site
3517 Radium Springs Road
Albany, GA 31071

Certified Mail
Return Receipt Requested

Chief Kenneth Johnson
Dougherty County Police Department
2106 Habersham Rd.,
Albany, GA 31701

Dear Chief Johnson:

The Merck Sharp & Dohme Corp. (Merck) Flint River Site is a former pharmaceutical manufacturing site that has been demolished. Structures located on the site include a water tank (no longer in use), a work trailer, a small cinder block building for hazardous waste storage, and a metal shipping container. Hazardous waste is generated as part of ongoing remediation activities at the site. Merck requests your agreement to respond to hazardous waste emergencies at the Flint River site as is appropriate for your function, upon request by Merck.

Enclosed for your information is a copy of Merck's Contingency Plan which can be used to familiarize your emergency response personnel with the layout of the Flint River site; properties of hazardous wastes handled, and associated hazards; places where facility personnel would normally be working; and possible evacuation routes.

Please respond to this request by signing in the space below and returning this signed letter. A stamped, self-addressed envelope is also enclosed for your use.

If you should have any questions, please call me at (904) 693-1270.

Sincerely,



Maureen Hoke
Primary Emergency Coordinator
Merck

Christopher S. Cohilas

Print Name

Chairman - Dougherty County
Board of Commissioners

Signature

Title

Date

Merck – Flint River Site
3517 Radium Springs Road
Albany, GA 31071

Certified Mail
Return Receipt Requested

Mr. Sam Allen, Director
Dougherty County Emergency Medical Services
1436 Palmyra Road,
Albany, GA 31701

Dear Mr. Sam Allen:

The Merck Sharp & Dohme Corp. (Merck) Flint River Site is a former pharmaceutical manufacturing site that has been demolished. Structures located on the site include a water tank (no longer in use), a work trailer, a small cinder block building for hazardous waste storage, and a metal shipping container. Hazardous waste is generated as part of ongoing remediation activities at the site. Merck requests your agreement to respond to hazardous waste emergencies at the Flint River site as is appropriate for your function, upon request by Merck.

Enclosed for your information is a copy of Merck's Contingency Plan which can be used to familiarize your emergency response personnel with the layout of the Flint River site; properties of hazardous wastes handled, and associated hazards; places where facility personnel would normally be working; and possible evacuation routes.

Please respond to this request by signing in the space below and returning this signed letter. A stamped, self-addressed envelope is also enclosed for your use.

If you should have any questions, please call me at (904) 693-1270.

Sincerely,



Maureen Hoke
Primary Emergency Coordinator
Merck

Christopher S. Cohilas

Print Name

Chairman- Dougherty County
Board of Commissioners

Signature

Title

Date

PART G CONTINGENCY PLAN

The information contained herein is submitted in accordance with the requirements for a contingency plan, as contained in 40 CFR 262 Subpart M, Preparedness, Prevention, and Emergency Procedures for Large Quantity Generators.

G-1 GENERAL INFORMATION

This contingency plan is for the Merck Sharp & Dohme (MSD) Corp., Flint River site, located at 3517 Radium Springs Road, Albany, Georgia. All Resource Conservation and Recovery Act (RCRA) permitted units have been taken out of service and closed. The only RCRA permitted activity currently at the site is the ongoing remediation activities described in the site's Corrective Action Plan, Semiannual and Annual reports, and GAEPD approved work plans. All the former operating facility and supporting buildings at the site have been demolished, except for a water tank (no longer in use) and a small cinder block building (used for hazardous waste storage). Additionally, a work trailer (used for the remedial operations) and an 8 ft by 20 ft metal shipping container (used for file storage) are present on-site. The current layout of the site and evacuation routes are depicted on the figure included in Attachment G-1.

In addition to the Corrective Action remediation operations conducted by ARCADIS, other types of activities currently occurring on site include RCRA and storm water compliance inspections conducted by O'Brien & Gere Engineers, Inc. (OBG), and grounds maintenance (e.g., landscaping, wildlife management) conducted by Jones, Lang, LaSalle, IP, Inc. (JLL) or sub-contractors working under their direction. Personnel working at the site at any time may include these contractors (e.g., JLL, OBG, ARCADIS, etc.) and/or sub-contractors working under their direction. MSD employees are not typically present at the site. This contingency plan was written for these circumstances, and generally relies on local emergency services (911) for emergency response, with oversight from designated Emergency Coordinators and alternates listed in Table G-1. Maps showing the route to the Albany Fire Station and Phoebe Memorial Hospital are provided in Attachment G-2 (Emergency Routes).

A copy of this Contingency Plan and the Quick Reference Guide is available onsite in the cinder block building (used for hazardous waste storage). Copies have been provided to the contractors described above. In addition, a copies have been provided to each of the following agencies:

Albany Ambulance Fire Poison Fire Station 225 Pine Ave Albany, GA 31071 (229) 431-2132	Dougherty County Police Department 2106 Habersham Road Albany, GA 31701 (229) 430-6604
Phoebe Memorial Hospital 417 W. Third Ave. Albany, GA 31701 (229) 312-1000	South Albany Medical Center 1300 Newtown Road Albany, GA 31701 (229) 431-3120

Dougherty County Emergency Medical Services
1436 Palmyra Road
Albany, GA 31701
(229) 439-7011

Dougherty County LEPC
320 North Jackson Street
Albany, GA 31701
(229) 431-3266

This plan establishes policy and creates procedures for notification, reporting and release response, containment, and countermeasures to minimize any adverse impact to the environment and to reduce safety and health hazards. The provisions of this plan are to be carried out immediately whenever there is a chemical spill, release of hazardous waste constituents, fire or explosion which could threaten human health or the environment.

G-2 EMERGENCY COORDINATOR

The emergency coordinators and alternates listed in Table G-1 are assigned the responsibility for coordinating emergency response measures at the site related to emergencies or incidents affecting Corrective Action activities. The emergency coordinator will assess the emergency and has the authority to act to respond to the incident or emergency as necessary. The emergency coordinator is thoroughly familiar with the Contingency Plan, Corrective Action activities and layout, and the location and characteristics of wastes handled at the facility.

If an emergency develops at the facility, the people working at the site are instructed to call 911 for assistance and then contact the emergency coordinator or an alternate in the order listed in Table G-1.

If the emergency coordinator is not available, an alternate emergency coordinator will perform those tasks. The contact information for the emergency coordinator and for the list of alternates is provided in the Table G-1 of this Contingency Plan. A copy of this Contingency Plan is available on site in the hazardous materials storage building.

G-3 IMPLEMENTATION OF THE CONTINGENCY PLAN

If a release or another emergency occurs, the emergency coordinator or an alternate will evaluate the situation. If the emergency could threaten human health or the environment, the contingency plan will be implemented.

G-4 EMERGENCY RESPONSE PROCEDURES

G-4a Notification

During an imminent or actual emergency, the emergency coordinator or an alternate will immediately:

- Notify the Albany Fire Department and other emergency responders by calling 911 (if not already done so)
- Notify all affected personnel on-site by using cell phones or other equivalent means
- Identify the character, source amount and extent of any released materials
- Assess possible hazards to human health and the environment that may result from the release or another emergency
- Contact representatives from MSD and JLL as listed in Table G-1

If the emergency coordinator determines that the release or other emergency event could threaten human health or the environment outside the facility, he or she will:

- Contact the National Response Center (phone number 800-424-8802), the Georgia Emergency Response Commission (phone number 800-241-4133), and the local emergency planning commission (229) 431-3266 and report the event.

G-4b Identification of Hazardous Materials

When an emergency occurs, the emergency coordinator or an alternate will determine the type, exact source, amount and extent of any released materials. This determination will be based on knowledge of the corrective action activities taking place at the site, any non-corrective action activities taking place at the site, and the information provided by those knowledgeable of the release or event.

G-4c Assessment

The emergency coordinator or an alternate will assess possible hazards, both direct and indirect, to human health or the environment. This assessment will be based on the knowledge of site corrective action activities at the site and from information obtained from those reporting the release or event.

G-4d Control Procedures

For medical emergencies, fires and/or explosions at the site or a release, personnel are instructed to call 911 immediately for assistance and then contact the emergency coordinator or an alternate in the order listed in Table G-1.

For spills or releases of hazardous materials, personnel are instructed to immediately notify the emergency coordinator or an alternate in the order listed in Table G-1. If the spill is beyond site response capabilities, on site personnel are instructed to immediately call 911 if warranted and then emergency coordinator. On site personnel will gather the basic information and then relay that information to the emergency coordinator. The emergency coordinator will give direction to assist in stopping the release if needed and to properly contain the released material. The emergency coordinator or an alternate will determine if the release has triggered reporting requirements under the site RCRA permit or other permits or regulations. The emergency coordinator or an alternate will then contact the appropriate local, State and federal agencies if a reportable release has occurred.

The emergency coordinator or an alternate will determine if a CERCLA reportable quantity has been exceeded. If a CERCLA reportable quantity has been exceeded, the emergency coordinator or designee will notify the National Response Center (phone number 800-424-8802) and the Georgia Emergency Response Commission (phone number 800-241-4133) and the local emergency planning commission (229-431-3266) as soon as possible after this determination has been made.

The emergency coordinator or an alternate will take all reasonable measures to prevent a spill or other release of hazardous materials from spreading to other areas of the facility or off the

Beyond acting to control the immediate emergency, these response actions are directed at identifying and implementing those reasonable measures necessary to ensure that fires, explosions, and releases do not occur, recur, or spread to threaten other parts of the facility. These measures include the shutdown of processes or other activities involved in the event until the released materials can be contained or treated and a determination of the cause of the release or event can be made. When remediation operations are shut down, all equipment upstream of the equipment associated with the release will also be shut down to prevent pressure buildups or other factors that may result in further release of materials. If remediation operations are shut down due to a release, the equipment will be monitored for leaks, pressure buildup, gas generation or ruptures.

G-4f Storage and Treatment of Released Material

Immediately after an emergency, the emergency coordinator or alternate will make arrangements for treatment, storage, or disposal of recovered waste, contaminated soil, surface water, or other contaminated material.

G-4g Incompatible Wastes

The emergency coordinator or an alternate will ensure that no waste that may be incompatible with the released material will be introduced into the affected area for storage or disposal until cleanup procedures are completed.

G-4h Post-Emergency Equipment Maintenance

After an emergency, the emergency coordinator or an alternate will ensure that all equipment used in the emergency cleanup will be properly decontaminated or properly containerized for offsite disposal. Also, if the release threatened human health or the environment outside the facility resulting in notification of National Response center and other applicable governmental agencies, MSD will notify the Regional Administrator and appropriate State and local authorities that the facility has properly addressed and controlled the release and that appropriate emergency equipment at the site is on site and fit for its intended use.

G-4h(1) Notification of Federal, State and Local Authorities Before Resuming Operations

If a release or other emergency event occurs that could threaten human health or the environment, the contingency plan will be implemented. Within 15 days after the incident, a written report will be submitted to the GAEPD as detailed in Section G-8.

G-4i Container Spills and Leakage

Investigation derived waste is generated periodically as part of ongoing remedial and monitoring activities at the facility, Drums containing investigation derived waste are stored within the 90-day accumulation area in the cinder block building onsite. The storage area is inspected weekly when waste is onsite, and spills and leaks from containers are addressed by ARCADIS personnel.

G-4j Tank Spills and Leakage

There are no permitted storage tanks at the site. Therefore, these requirements are not applicable.

G-4k through G-4m

There are no surface impoundments, containment buildings or drip pans at the site. Therefore, these requirements are not applicable.

G-5 EMERGENCY EQUIPMENT

Table G-2 contains a list of the equipment that is on-site to be used for spill control and emergency response. These inventories will be inspected using the frequency listed in Table F-1 in Section F.

G-6 COORDINATION AGREEMENTS

A copy of this Contingency Plan and the Quick Reference Guide has been provided to agencies listed in Section G-1. Records of correspondence with these agencies are provided in Attachment G-3.

G-7 EVACUATION PLAN

If a release or other emergency event occurs that could threaten human health or the environment the contingency plan will be implemented. As part of that plan, personnel on site will be notified primarily using cell phones or other means. Evacuation routes are shown on the figure included in Attachment G-1.

G-8 REQUIRED REPORTS

Within 15 days after the occurrence of an incident that requires implementation of the contingency plan, a written follow up report containing the information listed below must be submitted to the Georgia Department of Natural Resources, Environmental Protection Division (EPD):

1. Name, address, and telephone number of the owner or operator.
2. Name, address, and telephone number of the facility.
3. Date, time, and type of incident.
4. Name and quantity of materials involved.
5. Extent of injuries, if any.
6. Estimated quantity and disposition of recovered material that resulted from the incident.
7. Believed cause of occurrence.
8. Period of occurrence, including exact time and dates.
9. Time occurrence expected to continue (if not already corrected).
10. Steps taken or planned to reduce, eliminate and prevent recurrence.

Merck Sharp & Dohme Corp. - GAD 003324985

May 2018

Also, events that require implementation of the Contingency Plan as discussed in Section G-3 will be documented in the site's operating record as required by 40 CFR 264.56(j).

G-9 LOCATION AND DISTRIBUTION OF CONTINGENCY PLAN

This Contingency Plan will be maintained on site in the plant's operating record as part of the site RCRA Permit Application. In addition, a copy of this Contingency Plan is available on site in the cinder block building (used for hazardous waste storage). Copies have been provided to the contractors and agencies described in Section G-1. Maps showing the route to the Albany Fire Station and Phoebe Memorial Hospital are provided in Attachment G-2 (Emergency Routes).

Part G Tables

**Table G-1
 Emergency
 Coordinators and
 Contacts**

****In case of emergency, notify all onsite personnel and contact 911****

Emergency Coordinators

Position	Individual	Phone Number
Emergency Coordinator - Primary	Maureen Hoke OBG	Office: (912) 644-5653 Cell: (607) 343-1994
Emergency Coordinator – Alternate 1	Denise McCoy OBG	Office: (912) 644-5648 Cell: (912) 604-7515
Emergency Coordinator – Alternate 2	Megan Wolfe OBG	Office: (912) 644-5655 Cell: (262) 388-3639

Emergency Contacts

Position	Individual	Phone Number
Merck Representative	Heather Keller	Office: (570) 271-2187 Cell: (570) 594-1575
JLL Representative	Eric Rojas	Office: 704-345-6725 Cell: 240-535-2640
Arcadis Representative	Chuck Bertz	Office: (919) 415-2325 Cell: (919) 607-3498

Regulatory Contacts

National Response Center (800) 424-8802	Georgia Emergency Response Commission 800-241-4133
Albany Ambulance Fire Poison (229) 431-2132	Dougherty County Police Department (229) 430-6604
Phoebe Memorial Hospital (229) 312-1000	South Albany Medical Center (229) 431-3120
Dougherty County Emergency Medical Services (229) 439-7011	Dougherty County LEPC (229) 431-3266

Table G-2

Emergency Response Supplies

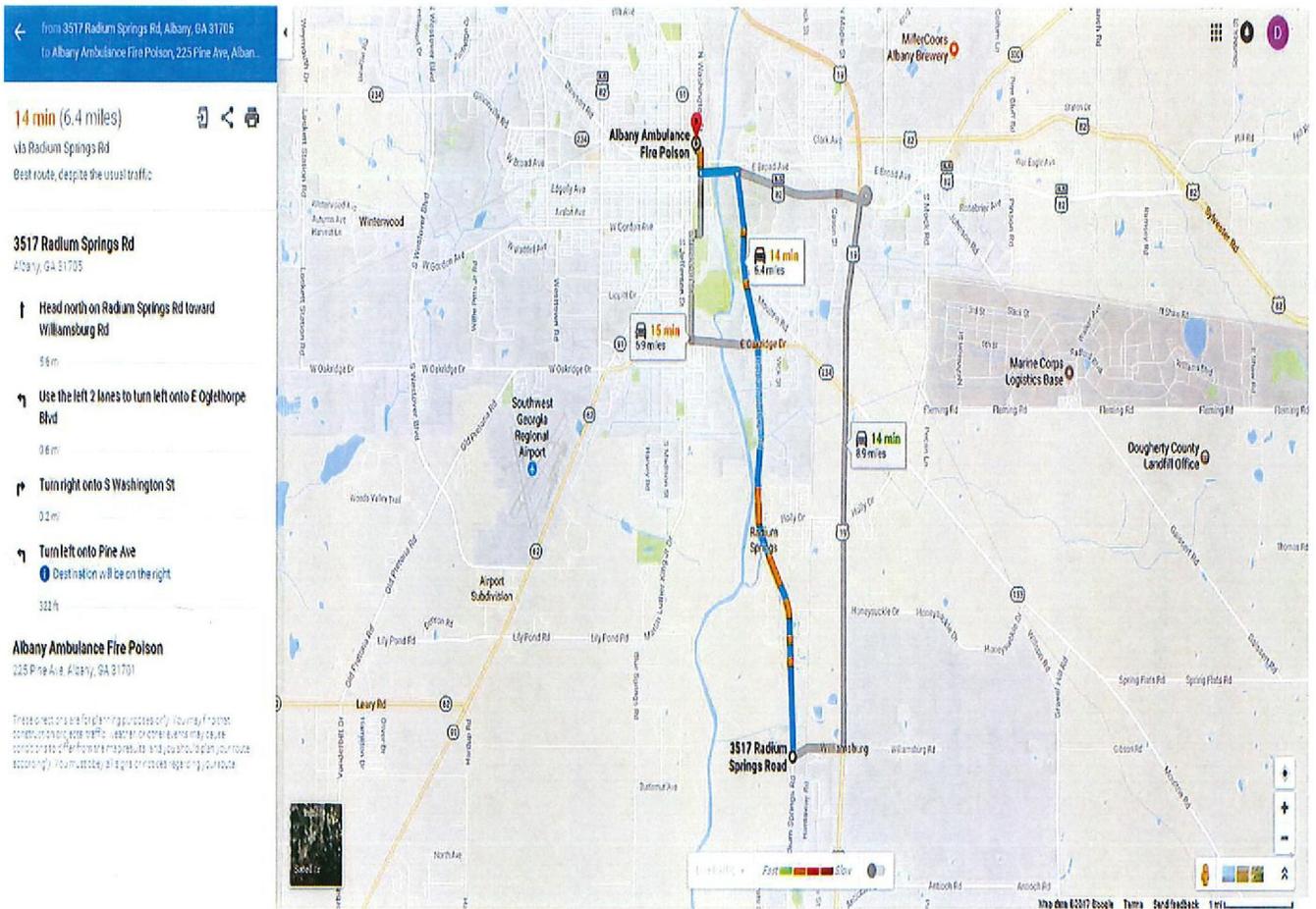
NOTE: Below is the list as of May 2018. A current list of emergency response supplies will be maintained at the site.

Equipment	Location	Use
Absorbent Pigs (1 drum)	Container	Spill containment and clean up
Absorbent Pillows & Pads (1 drum)	Container	Spill containment and clean up
Gloves (10 pairs various sizes)	Container	Personal Protective Equipment for those responding to a release
Fire Extinguishers (dry chemical) (2)	Container	Fire fighting
Shovels (2)	Container	Spill containment and clean up
Empty drums (4)	Container or in other accessible location	Spill containment
Inflatable balloons or plugs (4 total)	Container	Spill containment
Plastic or metal buckets (2)	Container	Spill containment and clean up
Oil absorbent cloths (1 roll)	Container	Spill containment and clean up
Broom (2)	Container	Spill containment and clean up
Electric Pump (1)	Container	Spill containment and clean up

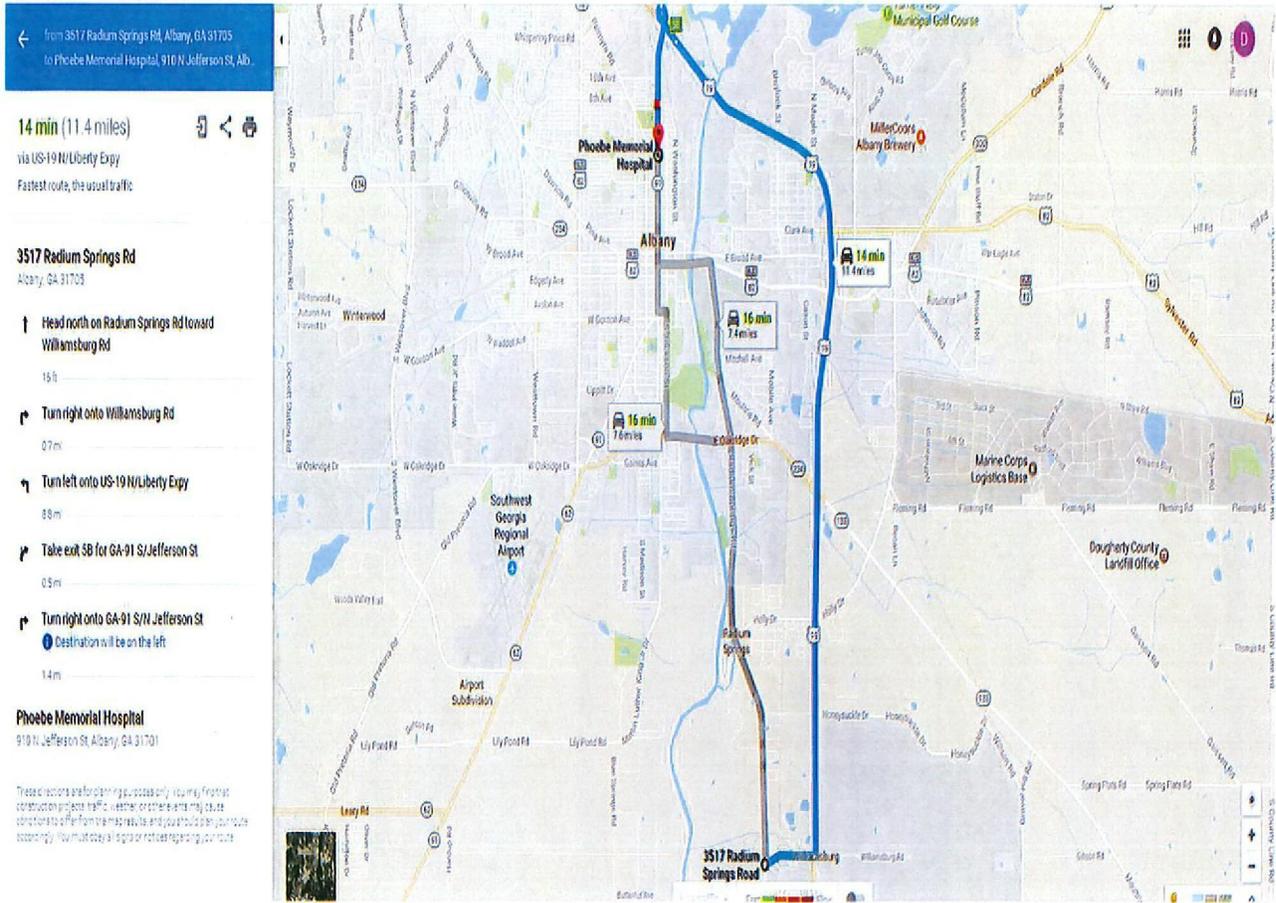
Attachment G-1
Emergency Evacuation Plan

Attachment G-2
Emergency Routes

Emergency Route to the Albany Fire Station



Emergency Route to Phoebe Memorial Hospital



Attachment G-3
Coordination Agreements

Ware, Jawahn

From: Ware, Jawahn
Sent: Wednesday, September 25, 2019 10:24 AM
To: glr1977@yahoo.com
Cc: Wes Sadler; Hall, Dominique; Clark, Bristria
Subject: Request - Dougherty County Retirement Committee

Greetings Mr. Rowe-

Thank you for contacting me to fill the vacancy on the Dougherty County Retirement Fund Committee.

Per your request, I will present your name for consideration of appointment by the County Chairman.

Official action on the appointment is scheduled for Monday, October 7, 2019 and a formal letter will be forthcoming.

Thank you for your interest in serving Dougherty County!

Sincerely,

Jawahn Ware

Certified County Clerk/Procurement Manager



Dougherty County Board of Commissioners/Administration

Phone: 229.302.3001 Fax: 229.438.3967

222 Pine Avenue, Suite 540, Albany, Georgia 31701

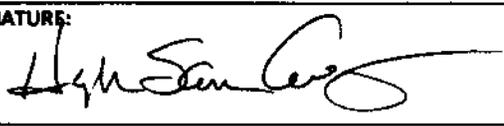
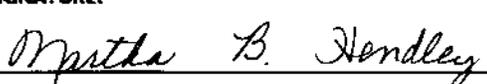
Web: Dougherty.ga.us

Email: jware@dougherty.ga.us





GRANT REQUEST AUTHORIZATION FORM

DATE: October 1, 2019				
DEPARTMENT: 1070 / EMS				
GRANT PROGRAM: FY 2019 Non-Competitive EMS Trauma Related Equipment Reimbursement Grant				
CFDA # (IF FEDERAL GRANT) N/A				
EMS Trauma Related Equipment				
FUNDING REQUEST:				
FEDERAL	STATE	LOCAL MATCH	OTHER	TOTAL REQUEST
	\$10,166.10			\$ 10,166
IF LOCAL MATCH IS REQUIRED, ARE FUNDS AVAILABLE IN CURRENT BUDGET? N/A				
INDIRECT COSTS? NO	AMOUNT: N/A			
REIMBURSEMENT GRANT: Y/N Yes				
Richard Roberts		229.302.3905	rroberts@dougherty.ga.us	
DEPARTMENT DIRECTOR OR OFFICIAL APPROVING SUBMISSION (PRINT NAME & TITLE) Hugh Allen: EMS Director		SIGNATURE: 		DATE: 1-Oct-19
REVIEWED BY FINANCE: MARTHA B. HENDLEY		SIGNATURE: 		DATE: 10/2/19
REVIEWED BY COUNTY ADMINISTRATOR: Michael McCoy		SIGNATURE: 		DATE: 10/2/19
COUNTY COMMISSION ACTION:		APPROVED: Y/N		DATE:

**A RESOLUTION
ENTITLED
A RESOLUTION PROVIDING FOR THE APPROVAL AND EXECUTION OF A SUNTRUST DEPOSIT
ACCOUNT RESOLUTION AND AUTHORIZATION FOR BUSINESS ENTITIES (DARA) DOCUMENT
FOR THE PURPOSE OF AUTHORIZING DESIGNATED DOUGHERTY COUNTY PERSONNEL TO
HAVE FULL AUTHORITY ON ALL SUNTRUST BUSINESS ENTITY ACCOUNTS; REPEALING
RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH;
AND FOR OTHER PURPOSES.**

WHEREAS, the Board of Commissioners of Dougherty County, Georgia is desirous of approving and executing a SunTrust Deposit Account Resolution and Authorization for Business Entities (DARA) document for the purpose of authorizing designated Dougherty County personnel to have full authority on all Suntrust Business Entity's Accounts.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Dougherty County, Georgia and it is hereby resolved by Authority of same as follows:

SECTION I The attached SunTrust Deposit Account Resolution and Authorization for Business Entities (DARA) document is hereby approved and the parties listed thereon are hereby authorized to execute said document and the County Administrator is hereby authorized to execute any and all other documents necessary for the full implementation of the SunTrust Deposit Account Resolution and Authorization for Business Entities (Dara) document.

SECTION II All Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

This the 7th day of October, 2019.

BOARD OF COMMISSIONERS OF
DOUGHERTY COUNTY, GEORGIA

BY: _____
Christopher S. Cohilas, Chairman

ATTEST:

County Clerk



Deposit Account Resolution and Authorization for Business Entities ("DARA")

I. Business Entity Information

Name DOUGHERTY COUNTY BOARD OF COMMISSIONERS		Business Type PF State/Local
Governed By	Taxpayer ID Number	Date Resolution and Authorization Adopted 9/26/2018

This DARA shall apply to ALL deposit account(s) (hereinafter "Account") currently open with the Bank or opened in the future in the name of the Business Entity. This DARA supersedes and replaces any DARA, banking resolution, or other document for the Business Entity whose name appears in the name box above in this Section I and which addresses or deals with any of the types of banking authorities specified in Section II herein, for ALL of Business Entity's Accounts. The Authorized Signers listed in Section III will have full authority on ALL of the Business Entity's Accounts, even if they did not have such authority under previous documentation on file with the Bank.

The person acting in the capacity of the Corporate Secretary or custodian of records of the Business Entity signing in Section VIII below certifies to SunTrust Bank ("Bank") that the above named Business Entity is organized under the laws of the State of Georgia and is registered in the manner prescribed by applicable law and is currently in compliance with all requirements relating to its organization and continued existence.

This DARA shall remain in full force and effect until it is rescinded, modified or replaced in writing in a form acceptable to the Bank and the Bank has had a reasonable time to act on said change. Receipt of such notice shall not affect any action taken by Bank prior thereto. The Bank shall be held harmless for honoring the instructions of any individual authorized in this DARA, or refusing to honor instructions, if the Bank questions the authority of the person giving those instructions.

II. Authority to sign, act, give instructions, access information, use Bank's services, perform transactions, enter into agreements and delegate authority on behalf of Business Entity. Resolved, First, that Bank is designated a depository for the Business Entity; Second, that each individual named in Section III below is authorized individually on behalf of Business Entity to: a) give instructions to the Bank, b) access information, c) request use of and use any of the Bank's services upon execution of Bank documentation related to such services, d) perform transactions on behalf of Business Entity with respect to any Accounts of Business Entity upon execution of Bank documentation related to such transactions, e) enter into any of Bank's agreements related to any Account or service, and f) delegate to any other individual the authorities conferred in this section in documentation acceptable to the Bank; Third, that each Authorized Signer named in Section III is individually authorized to endorse for deposit any check, draft, certificates of deposit, savings certificate, item or other instrument or written order for the payment of money that is payable to the order of Business Entity, and to deposit any such items; provided, however, an Authorized Signer shall not have any of the authorities of an Additional Signatory described in Section V unless such Authorized Signer is also listed with the additional signatories on the Business Account Signature Card for the relevant Account(s); Fourth, that by execution and delivery of this DARA by the Corporate Secretary or other custodian of records (or by any Authorized Signer named in Section III below), the Business Entity is bound by the terms and conditions of the Bank's Rules and Regulations for Deposit Accounts, as now existing or as amended from time to time; and Fifth, all previous acts of or on behalf of the Business Entity that are authorized and contemplated by the above resolutions that may have been undertaken prior to the date of this DARA are hereby approved and ratified.

III. Authorized Signers Contemplated by Section II.

The full name, title, and signature of each person authorized by Section II are listed immediately below. If an Authorized Signer listed in Section III is an entity (e.g., a corporation, LLC, or partnership), the name of that entity must be entered in the column headed "Name", the applicable title of the entity showing the relationship to the entity named in Section I (e.g. Owner, General Partner, Member or Manager) must be entered in the column headed "Title", the name of the individual signing on behalf of that entity and individual's title or position must be entered in the column headed "Signature", and the individual must sign directly underneath his/her name and title. Where an entity is listed in Section III, the individual signing on behalf of that entity must provide a document (such as an incumbency certificate or current organizational document from that entity) reflecting the individual's current authority to sign on behalf of the entity. ALL INDIVIDUALS from the entity listed in Section III who are expected to be Authorized Signers for the entity named in Section I of this DARA must be listed in and sign Section III of this DARA.

Name	Title	Signature
<u>Michael McCoy</u>	<u>County Administrator</u>	<u>[Signature]</u>
<u>Scott Addison</u>	<u>Asst County Administrator</u>	<u>[Signature]</u>
<u>Martha B Hendley</u>	<u>Finance Director</u>	<u>[Signature]</u>

Employee Name **Chris Jones**

Account Number **[Redacted]**

IX. Inclusion and Certification Requirements and Instructions.

Corporations, Limited Liability Companies, Public Entities, Partnerships, Sole Proprietors, Unincorporated Organizations, Associations and other business entity types:

Each individual from the Business Entity who is expected to have the powers specified in Section II must be named in Section III if the Board of Directors or other governance body of the Business Entity intends such individual to be authorized to perform the functions specified in Section II.

Such individuals can include the President and other corporate officers such as the Treasurer, the Chief Financial Officer, and the Controller of the Business Entity, or any other individual that the entity wishes to designate.

Any of the individuals listed in Section III can execute the DARA under Section VIII if necessary, but only if the entity named in Section I has no employee who has been designated as its Corporate Secretary or custodian of records.

Note: This document will be returned to the Branch or other sending location if the signature block in Section VIII is not properly completed.

Bank Use Only

Bank Number 0175	Cost Center Number 2109490	Cost Center Name Macon Col Government	
Prepared By Chris Jones		Phone Number 706-649-3621	Date 09/26/2019
Verification Method			

Employee Name

Account Number

- Locations with DCOR scanning software submit with cover sheet via local scanner
- Locations without DCOR scanning software send to Output Review, FL-Orlando-7021



Business Account Signature Card

Region Number ██████		Account Number ████████████████████	
Account Title Dougherty County Board of Commissioners			
Merchant Services			
Organization Type State and Local Public Funds		Tax ID Number ██████	
Signer(s) on the above Account Number			
Name / Title		Signature	
1.	Michael McCoy County Administrator	✓	
2.	Scott Addison Asst County Administrator	✓	
3.	Martha B Hendley Finance Director	✓	
4.	Jawahn Ware County Clerk	✓	
5.			
6.			
Date Opened 10/11/2016	Date Revised 09/26/2019	Reason Add Signer	
Cost Center Number 2109490	Officer Number 022803	ID	
Work Phone Number 706-649-3621	Prepared By Chris Jones	Maintenance Type <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Change	

SunTrust Bank ("Bank")

It is agreed that all transactions between the Bank and the entity listed in the above Account Title ("Depositor") shall be governed by the rules and regulations for this account and the Authorized Signer signing at the bottom of this signature card appoints the above individual(s) as Additional Signatory(ies) of the Depositor for the above Account and hereby acknowledges receipt of such rules and regulations and the funds availability policy. The Depositor also acknowledges the funds availability policy has been explained. (DOCUMENT EXECUTION INSTRUCTIONS: A signature of an Authorized Signer is required to appoint an Additional Signatory and must appear below regardless of whether or not a signature is required to satisfy IRS requirements, and regardless of whether or not the name and signature of such Authorized Signer also appears above as a signer on the AccountL)

Check appropriate box for federal tax classification; check only one of the following seven boxes:

- Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/Estate
- Limited liability Company

Enter the tax classification (C=C corporation, S=S corporation, P=partnership) _____

Note: Check the appropriate box in line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) _____

Exemptions: See Instructions Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) N/A (Applies to accounts maintained outside the U.S.)

Certification—Under penalties of perjury, I, as authorized agent of the Depositor certify that:

- 586000817 is the correct taxpayer identification number for the Depositor (or the Depositor is waiting for a number to be issued); and
- The Depositor is not subject to backup withholding because: (a) the Depositor is exempt from backup withholding, or (b) the Depositor has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the Depositor that it is no longer subject to backup withholding; and
- The Depositor is a U.S. citizen or other U.S. person (defined in the instructions); and
- The FATCA code(s) entered on this form (if any) indicating that the Depositor is exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if the depositor has been notified by the IRS that the depositor is currently subject to backup withholding because the depositor has failed to report all interest and dividends on the depositor's tax return.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Signature of U.S. Person ✓

Date ✓

- Locations with DCOR scanning software submit with cover sheet via local scanner
- Locations without DCOR scanning software send to Output Review, FL-Orlando-7021
- *FATCA= Foreign Account Tax Compliance Act



Business Account Signature Card

Region Number ██████████		Account Number ██	
Account Title Dougherty County Board of Commissioners			
Workers Compensation			
Organization Type State and Local Public Funds		Tax ID Number ██████████	
Signer(s) on the above Account Number			
Name / Title		Signature	
1.	Michael McCoy County Administrator	✓	
2.	Scott Addison Asst County Administrator	✓	
3.	Martha B Hendley Finance Director	✓	
4.	Jawahn Ware County Clerk	✓	
5.			
6.			
Date Opened 06/29/2016	Date Revised 09/26/2019	Reason Update Signers	
Cost Center Number 2109490	Officer Number 022803	ID	
Work Phone Number 706-649-3621	Prepared By Chris Jones	Maintenance Type <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Change	

SunTrust Bank ("Bank")

It is agreed that all transactions between the Bank and the entity listed in the above Account Title ("Depositor") shall be governed by the rules and regulations for this account and the Authorized Signer signing at the bottom of this signature card appoints the above individual(s) as Additional Signatory(ies) of the Depositor for the above Account and hereby acknowledges receipt of such rules and regulations and the funds availability policy. The Depositor also acknowledges the funds availability policy has been explained. **(DOCUMENT EXECUTION INSTRUCTIONS: A signature of an Authorized Signer is required to appoint an Additional Signatory and must appear below regardless of whether or not a signature is required to satisfy IRS requirements, and regardless of whether or not the name and signature of such Authorized Signer also appears above as a signer on the Account.)**

Check appropriate box for federal tax classification; check only one of the following seven boxes:

- Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/Estate
 Limited liability Company

Enter the tax classification (C=C corporation, S=S corporation, P=partnership) _____

Note: Check the appropriate box in line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) _____

Exemptions: See instructions Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) N/A (Applies to accounts maintained outside the U.S.)

Certification—Under penalties of perjury, I, as authorized agent of the Depositor certify that:

1. **586000817** is the correct taxpayer identification number for the Depositor (or the Depositor is waiting for a number to be issued); and
2. The Depositor is not subject to backup withholding because: (a) the Depositor is exempt from backup withholding, or (b) the Depositor has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the Depositor that it is no longer subject to backup withholding; and
3. The Depositor is a U.S. citizen or other U.S. person (defined in the Instructions); and
4. The FATCA code(s) entered on this form (if any) indicating that the Depositor is exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if the depositor has been notified by the IRS that the depositor is currently subject to backup withholding because the depositor has failed to report all interest and dividends on the depositor's tax return.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Signature of U.S. Person ✓

Date ✓

- Locations with DCOR scanning software submit with cover sheet via local scanner
- Locations without DCOR scanning software send to Output Review, FL-Orlando-7021
- *FATCA= Foreign Account Tax Compliance Act



Business Account Signature Card

Region Number ██████		Account Number ████████████████████	
Account Title Dougherty County Board of Commissioners			
Property and Liability Risk Mgmt			
Organization Type State and Local Public Funds		Tax ID Number ██████████	
Signer(s) on the above Account Number			
Name / Title		Signature	
1.	Michael McCoy County Administrator	✓	
2.	Scott Addison Asst County Administrator	✓	
3.	Martha B Hendley Finance Director	✓	
4.	Jawahn Ware County Clerk	✓	
5.			
6.			
Date Opened 06/29/2016	Date Revised 09/26/2019	Reason Update Signers	
Cost Center Number 2109490	Officer Number 022803	ID	
Work Phone Number 706-649-3621	Prepared By Chris Jones	Maintenance Type <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Change	

SunTrust Bank ("Bank")

It is agreed that all transactions between the Bank and the entity listed in the above Account Title ("Depositor") shall be governed by the rules and regulations for this account and the Authorized Signer signing at the bottom of this signature card appoints the above individual(s) as Additional Signatory(ies) of the Depositor for the above Account and hereby acknowledges receipt of such rules and regulations and the funds availability policy. The Depositor also acknowledges the funds availability policy has been explained. (DOCUMENT EXECUTION INSTRUCTIONS: A signature of an Authorized Signer is required to appoint an Additional Signatory and must appear below regardless of whether or not a signature is required to satisfy IRS requirements, and regardless of whether or not the name and signature of such Authorized Signer also appears above as a signer on the Account.)

Check appropriate box for federal tax classification; check only one of the following seven boxes:

- Individual/sole proprietor or single-member LLC
- C Corporation
- S Corporation
- Partnership
- Trust/Estate
- Limited liability Company

Enter the tax classification (C=C corporation, S=S corporation, P=partnership) _____

Note: Check the appropriate box in line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) _____

Exemptions: See instructions Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) N/A (Applies to accounts maintained outside the U.S.)

Certification—Under penalties of perjury, I, as authorized agent of the Depositor certify that:

- 586000817 is the correct taxpayer identification number for the Depositor (or the Depositor is waiting for a number to be issued); and
- The Depositor is not subject to backup withholding because: (a) the Depositor is exempt from backup withholding, or (b) the Depositor has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the Depositor that it is no longer subject to backup withholding; and
- The Depositor is a U.S. citizen or other U.S. person (defined in the instructions); and
- The FATCA code(s) entered on this form (if any) indicating that the Depositor is exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if the depositor has been notified by the IRS that the depositor is currently subject to backup withholding because the depositor has failed to report all interest and dividends on the depositor's tax return.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Signature of U.S. Person _____ Date _____

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- *FATCA= Foreign Account Tax Compliance Act



Business Account Signature Card

Region Number ██████████		Account Number ████████████████████	
Account Title Dougherty County Board of Commissioners			
Master Concentration			
Organization Type State and Local Public Funds		Tax ID Number ██████████	
Signer(s) on the above Account Number			
Name / Title		Signature	
1.	Michael McCoy County Administrator	✓	
2.	Scott Addison Asst County Administrator	✓	
3.	Martha B Hendley Finance Director	✓	
4.	Jawahn Ware County Clerk	✓	
5.			
6.			
Date Opened 07/01/2016	Date Revised 09/26/2019	Reason Update Signers	
Cost Center Number 2109490	Officer Number 022803	ID	
Work Phone Number 706-649-3621	Prepared By Chris Jones	Maintenance Type <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Change	

SunTrust Bank ("Bank")

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Check appropriate box for federal tax classification; check only one of the following seven boxes:

- Individual/sole proprietor or single-member LLC
- C Corporation
- S Corporation
- Partnership
- Trust/Estate
- Limited liability Company

Enter the tax classification (C=C corporation, S=S corporation, P=partnership) _____

Note: Check the appropriate box in line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) _____

Exemptions: See instructions Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any): N/A (Applies to accounts maintained outside the U.S.)

Certification—Under penalties of perjury, I, as authorized agent of the Depositor certify that:

- 58600817 is the correct taxpayer identification number for the Depositor (or the Depositor is waiting for a number to be issued); and
- The Depositor is not subject to backup withholding because: (a) the Depositor is exempt from backup withholding, or (b) the Depositor has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the Depositor that it is no longer subject to backup withholding; and
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Signature of U.S. Person _____ Date _____

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Business Account Signature Card

Region Number ██████		Account Number ████████████████████	
Account Title Dougherty County Board of Commissioners			
General Fund			
Organization Type State and Local Public Funds		Tax ID Number ██████	
Signer(s) on the above Account Number			
Name / Title		Signature	
1.	Michael McCoy County Administrator	✓	
2.	Scott Addison Asst County Administrator	✓	
3.	Martha B Hendley Finance Director	✓	
4.	Jawahn Ware County Clerk	✓	
5.			
6.			
Date Opened 07/01/2016	Date Revised 09/26/2019	Reason Update Signers	
Cost Center Number 2109490	Officer Number 022803	ID	
Work Phone Number 706-649-3621	Prepared By Chris Jones	Maintenance Type <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Change	

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 Limited liability Company

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Business Account Signature Card

Region Number [REDACTED]		Account Number [REDACTED]	
Account Title Dougherty County Board of Commissioners			
Payroll Account			
Organization Type State and Local Public Funds		Tax ID Number [REDACTED]	
Signer(s) on the above Account Number			
Name / Title		Signature	
1.	Michael McCoy County Administrator	✓	
2.	Scott Addison Asst County Administrator	✓	
3.	Martha B Hendley Finance Director	✓	
4.	Jawahn Ware County Clerk	✓	
5.			
6.			
Date Opened 07/01/2016	Date Revised 09/26/2019	Reason Update Signers	
Cost Center Number 2109490	Officer Number 022803	ID	
Work Phone Number 706-649-3621	Prepared By Chris Jones	Maintenance Type <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Change	

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Business Account Signature Card

Region Number [REDACTED]		Account Number [REDACTED]	
Account Title Dougherty County Board of Commissioners			
Clerk of Courts Jury Script			
Organization Type State and Local Public Funds		Tax ID Number [REDACTED]	
Signer(s) on the above Account Number			
Name / Title		Signature	
1. Michael McCoy	County Administrator	✓	
2. Scott Addison	Asst County Administrator	✓	
3. Martha B Hendley	Finance Director	✓	
4. Jawahn Ware	County Clerk	✓	
5.			
6.			
Date Opened 07/12/2016	Date Revised 09/26/2019	Reason Update Signers	
Cost Center Number 2109490	Officer Number 022803	ID	
Work Phone Number 706-649-3621	Prepared By Chris Jones	Maintenance Type <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Change	

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Business Account Signature Card

Region Number ██████████		Account Number ████████████████████	
Account Title Dougherty County Board of Commissioners			
Juvenile Court Restitution			
Organization Type State and Local Public Funds		Tax ID Number ██████████	
Signer(s) on the above Account Number			
Name / Title		Signature	
1.	Michael McCoy County Administrator	✓	
2.	Scott Addison Asst County Administrator	✓	
3.	Martha B Hendley Finance Director	✓	
4.	Jawahn Ware County Clerk	✓	
5.			
6.			
Date Opened 07/13/2016	Date Revised 09/26/2019	Reason Update Signers	
Cost Center Number 2109490	Officer Number 022803	ID	
Work Phone Number 706-649-3621	Prepared By Chris Jones	Maintenance Type <input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Change	

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Signature of U.S. Person ✓

Date ✓

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**A RESOLUTION
ENTITLED**

A RESOLUTION PROVIDING FOR THE APPROVAL AND ACCEPTANCE BY DOUGHERTY COUNTY OF A PROFESSIONAL SERVICES PROPOSAL DATED SEPTEMBER 24, 2019 WITH CARDNO, INC. FOR THE PURPOSE OF CONSTRUCTING TEMPORARY SHORING AND REMOVING UNDERGROUND STORAGE TANKS AND IN-GROUND HYDRAULIC LIFTS AT THE MULE BARN OWNED BY THE ALBANY-DOUGHERTY INNER CITY AUTHORITY LOCATED AT 101 SOUTH FRONT STREET IN ALBANY, GEORGIA; REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HERewith; AND FOR OTHER PURPOSES.

WHEREAS, the Board of Commissioners of Dougherty County, Georgia is desirous of approving and executing a Professional Services Proposal dated September 24, 2019 with Cardno, Inc. for the purpose of constructing temporary shoring and removing underground storage tanks and in-ground hydraulic lifts at the Mule Barn owned by the Albany-Dougherty inner City Authority located at 101 South Front Street in Albany, Georgia.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Dougherty County, Georgia and it is hereby resolved by Authority of same as follows:

SECTION I The attached Professional Services Proposal dated September 24, 2019 with Cardno, Inc. for the purpose of constructing temporary shoring and removing underground storage tanks and in-ground hydraulic lifts at the Mule Barn owned by the Albany-Dougherty Inner City Authority located at 101 South Front Street in Albany, Georgia is hereby approved and the County Administrator is authorized to execute any and all documents necessary for the full implementation of said Proposal.

SECTION II All Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

This the 7th day of October, 2019.

BOARD OF COMMISSIONERS OF
DOUGHERTY COUNTY, GEORGIA

BY: _____
Christopher S. Cohilas, Chairman

ATTEST:

County Clerk

September 24, 2019

Sharon Subadan
City Manager
City of Albany, Georgia
401 Pine Avenue, 2nd Floor
Albany, GA 31701

2000 1st Drive
Suite 220
Marietta, Georgia 30075
USA
Phone 678-423-1199

www.cardno.com

**RE: Professional Services Proposal (Supersedes September 6, 2019 Proposal)
Temporary Shoring and Tank Removal
Mule Barn
101 S. Front Street
Albany, Dougherty County, Georgia 31707**

Dear Ms. Subadan:

At your request and pursuant to Cardno's September 23, 2019 meeting with the City of Albany (City), Cardno, Inc. (Cardno) is pleased to present this professional services proposal to construct temporary shoring and remove the underground storage tanks (USTs) and in-ground hydraulic lifts at the Mule Barn located at 101 South Front Street in Albany, Georgia (Subject Site). The Subject Site is depicted in Figure 1 included as an Attachment. This submission supersedes Cardno's September 6, 2019 proposal regarding the Mule Barn.

BACKGROUND

On behalf of the City of Albany (City) through their Environmental Protection Agency (EPA) Brownfield Assessment Grant, Cardno completed a Phase I Environmental Site Assessment (ESA) of the Mule Barn property on January 18, 2019. Cardno identified several RECs, including the following findings identified the following recognized environmental concerns (RECs):

On-Site RECs

1. A historic automotive garage and service facility was formerly located on the Subject Property, listed in the city directories as Broad Avenue Automotive and Auto-tech Automotive Shop between 1986 and 2000. A Phase II subsurface assessment conducted for the Subject Property by TTL, Inc. (TTL) in early 2006 identified multiple examples of product spills, including a sump of presumably used-oil near the northern portion of the Subject Property. Soil samples were obtained at various depths throughout the Subject Property - and sampled for a variety of petroleum-based constituents including volatile organic compounds (VOCs), total petroleum hydrocarbons-gasoline range organics (TPH-GRO), total petroleum hydrocarbons-diesel range organics (TPH-DRO), and for the eight Resource Conservation and Recovery Act (RCRA) heavy metals at various depths. However, the absence of groundwater analytical data or soil data for specific semi-volatile organic compounds (SVOCs) and polychlorinated biphenyls (PCBs) are considered RECs as potential impacts associated with these parameters were not evaluated.

In addition, three in-ground lifts within the building that may be a source of soil and/or groundwater impact.

2. Evidence of one or more historic USTs were observed along the northeastern portion of the Subject Property, including ventilation pipes, and filling caps. These tanks are believed to be in-place and may be potential sources of soil, vapor, and/or groundwater contamination.

Cardno recommended that further assessment of the subject property be completed to address the above RECs. Specifically, Cardno recommended that the existing tanks be verified and closed in accordance with all applicable Georgia Underground Storage Tank Management Program (USTMP) rules and regulations. Cardno also recommended that the in-ground lifts be removed and the underlying soil investigated for impacts.

During the Phase I ESA, Cardno completed a Ground Penetrating Radar (GPR) survey to verify the presence of the tanks. The GPR survey identified the likely location of two USTs and associated piping. The presumable location of the tanks and piping and the in-ground lifts are marked on Figure 2 included as an Attachment. It is Cardno's estimate that the tanks consists of two 4,000-gallon steel USTs.

Cardno conferred with the City and it was established that the USTs and in-ground lifts will have to be removed while keeping the structure intact. In order to preserve the historical integrity of the building and facilitate the tank removal, a temporary shoring design was developed by Henderson Structural Engineering, LLC (Henderson), a Cardno subcontractor. This work was completed per the proposal/agreement approved on August 15, 2019. The design outlined the construction requirements and installation of ten 8" pipe shoring columns and a 16'x26' shoring frame. A copy of the shoring design diagrams with elevations is included as an Attachment.

Per Cardno's September 23, 2019 meeting with the City, multiple options were considered, including closing the tanks in place. However, considering the worker safety, overall building condition, and lingering environmental concerns, the best course of action was determined to install temporary shoring and remove the tanks and in-ground lifts.

In order to minimize costs associated with the project, all subcontract work, including shoring installation, tank removal, removal has been bid out to multiple contractors.

SCOPE OF WORK

In order to remove the USTs and in-ground lifts, Cardno proposes to complete the following Scope of Work:

I. Temporary Shoring Construction and Installation

Due to the structural integrity of the building, the temporary shoring as designed by Henderson will be constructed by a licensed construction firm prior to removing the USTs and in-ground lifts. Specifically, 10 pre-fabricated 8" pipe shoring columns and a 16'x26' shoring frame will be constructed and installed outside the limits of the UST excavation area. This work will be completed as outlined in the Temporary Shoring Design included as an Attachment prior to UST removal activities.

As it is anticipated that additional work will be necessary to redevelop the building, the temporary shoring will be left in place to further stabilize the building. Please note that the shoring is considered temporary, and is not intended to be left in place permanently. However, it will serve to stabilize the building while a reuse plan is developed. Upon request, Cardno can remove the temporary shoring at an additional cost.

II. USTs Registration and Georgia EPD Forms

Prior to removal of the USTs, Cardno will register the tanks with the Georgia Environmental Protection Division (EPD) UST Management Program (USTMP). The USTs will be registered through the Georgia EPD Online System (GEOS) by the current owner of the property, Albany-Dougherty Inner City. As part of the registration, a Georgia UST (GUST) 7530 Form will be completed and submitted to the Georgia EPD. Once registered, the USTs will receive a facility ID which is required prior to its closure. Though no registration fees are anticipated, if fees are levied they will be paid/passed through to the site owner.

Upon receipt of the facility ID, Cardno will submit a GUST 29 Form indicating the intention to close the USTs. As part of the UST closure process, Cardno will submit this form to the local fire marshal and ensure all underground utilities are clearly marked prior to closure activities.

III. Excavation, Removal, Backfilling, and Site Restoration

Cardno's selected subcontractor will mobilize to the site to complete the tank excavation, removal, backfilling, and site restoration. Specifically, Cardno will oversee the following:

- Cut the concrete covering over the tanks and in-ground lifts and load contents into a roll-off container for disposal at a concrete recycling facility.
- Any remaining residual liquids in the USTs and in-ground lifts will be removed. Liquids will be transported to a permitted waste disposal facility for disposal. Based on site observations, it is anticipated that a minimum of 4,000 gallons of water/oil mixture remain in the USTs. The total volume of fluid in the in-grounds lifts is anticipated to be 200 gallons.
- The USTs will be vented of vapors to achieve less than 10% lower explosive level (LEL)
- The USTs will be lifted out of place and rinsed clean and vented to achieve 0% LEL.
- The in-ground lifts and UST will be loaded into a roll-off container for disposal at a metal recycling facility.
- Based on the conditions of the site, very little soil is anticipated to be removed and stockpiled on-site during the UST/in-ground lift removal.
- The UST and in-ground lift space will be backfilled with clean soil and graded aggregate base (GAB) gravel. A maximum 36 tons of "clean" compactable soil and/or GAB will be required to fill the void space site to original grade.

Minimal stockpiled soil is anticipated based on site conditions; however pursuant to Section D of the UST Closure Guidance, unless analytical results indicate otherwise the stockpiled soil is anticipated to be utilized as backfill. If the stockpiled soil requires disposal at a subtitle D landfill, an additional approximately 10 tons of "clean" compactable soil and/or GAB will be required at an additional cost.

If contamination is identified during the closure, over excavation will be conducted and vertical delineation sampling will be performed at additional cost.

IV. UST Removal Oversight, Soil Sampling, and UST Closure Report

Cardno will oversee the UST and in-ground lift removal. For the UST removal, soil sampling will be completed in accordance with Georgia EPD UST Closure Report Guidance Document. Specifically, two soil samples will be collected from the underlying soil at each end of the USTs and one sample from the stockpiled soil. The soil samples associated with USTs will be analyzed for Benzene, Toluene,

Ethylbenzene, and Xylenes (BTEX) via EPA Method 8260B, Polycyclic Aromatic Hydrocarbons (PAHs) via EPA Method 8270, Total Petroleum Hydrocarbons (TPH) Gasoline Range Organics (GRO) via EPA Method 8015B, and TPH Diesel Range Organics (DRO) via EPA Method 8015B.

For the in-ground lifts, a minimum of one soil sample will be collected immediately under the hydraulic reservoir. Depending on subsurface conditions, additional soil samples may be required to adequately characterize the soil underlying the lifts. The in-ground lift soil samples will be analyzed for PAHs, BTEX, and Polychlorinated Biphenyls (PCBs) via EPA Method 8082A.

All soil samples will be submitted to an accredited laboratory for analysis. The soil samples collected underneath the USTs and in-ground lifts will be analyzed utilizing a standard five-day turnaround time. For waste disposal purposes, the soil sample taken from the stockpiled soil will be submitted for next day turnaround time.

Cardno will complete a UST Closure Report per the Georgia EPD UST Closure Guidance, specifically utilizing the requested Closure Report Template provided the Georgia EPD. This Closure Report will include an overview of excavation and closure activities, sampling methodology and results, detailed tables and maps, and a recommended course of action. The Closure Report will be submitted to the Georgia EPD USTMP for their review and determination.

SCHEDULE

Cardno understands that the City would like to proceed with this project in a timely manner. The following is a breakdown of the schedule by task.

Task I: Temporary Shoring Construction and Installation

Cardno and its subcontractor, Henderson, are prepared to begin work immediately upon receipt of notice to proceed. The construction of the temporary shoring columns and frame are anticipated to take five business days, with another five business days to install per the Temporary Shoring Design. After completion of the removal activities, upon request Henderson can remove the temporary shoring within five days of notice to proceed.

Task II: Tank Registration and Georgia EPD Forms

Cardno will start work immediately upon notice to proceed, and this task can work concurrently with the shoring construction and installation. Cardno will work with the City and ensure that all tank registration forms are submitted into the GEOS system. Upon submission of all registration forms, Cardno will contact the GA EPD USTMP to verify receipt of documents. Based on previous experience, it is anticipated the USTs will received a facility ID within 5 business days. Upon receipt of the facility ID, the GUST 29 Form will be submitted within two business days, and the fire department will be notified and utilities marked and cleared.

Task III/IV: Excavation, Removal, Soil Sampling, and Site Restoration

After the submission of the GUST 29 Form and installation of the temporary shoring columns and frame, Cardno and its subcontractors will mobilize to the site and perform the excavation, removal of residual tank material, tank removal, and soil sampling within five business days. Soil samples of the underlying soil will be submitted for five business day turnaround, and soil sample of the stockpile soil will be

submitted for next-day turnaround. The next business day the stockpiled soil is anticipated to be utilized as backfill, and an additional 39 tons of “clean” consolidated soil and 22 tons of GAB will be required to bring the excavation back to surface grade.

Task IV: Closure Report

Within ten business days of receipt of analytical results, Cardno will submit a copy of the Closure Report to the Georgia EPD.

COMPENSATION

It is understood that this work will be performed under a lump sum fee which will be funded by the City.

The lump sum fee schedule for this task is provided below:

Task I: Temporary Shoring Construction and Installation	\$81,100
Task II: Tank Registration and Georgia EPD Forms	\$1,750
Task III: Excavation, Removal, Backfilling, and Site Restoration	\$32,700*
Task IV: UST Removal Oversight, Soil Sampling, and Closure Report	\$15,200
Total	\$130,750

*This is based on the assumption that stockpiled soil can be used as backfill, and an additional 36 tons of “clean” compacted soil and/or GAB is required. This is also based on the USTs being no larger than 4,000 gallons each, and collectively supporting no more than 4,000 gallons of water/oil mixture to be removed.

If stockpiled soil cannot be used as backfill, additional costs may be required. Task III work is anticipated to take 5 business days to remove all USTs and in-ground lifts; if additional days are needed, then additional costs for may be required. If scope changes are needed, Cardno will notify the City with an estimated total cost and obtain approval prior to proceeding.

Please note that costs for Tasks I and III are based on multiple subcontractor bids to provide the City with the best cost-effective option.

ASSUMPTION AND LIMITATIONS:

The completion of the Scope of Work as outlined above will require full access to the Subject Site with cooperation from the property owner. In addition, access will need to be granted on the adjoining parking lot associated with the Museum of Art property (the former Belk Building), in order to stage equipment.

Cardno will obtain municipal utility clearance at least 72 hours prior to commencing any subsurface activities.

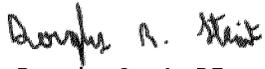
AUTHORIZATION

We appreciate the opportunity to work with the City of Albany and assist with your environmental and brownfields consulting services.

If this proposal is acceptable, please sign below and return a copy via email. All work will be completed in keeping with Cardno's standard terms and conditions as outlined in Cardno's standing contract with the City for their EPA FY2018 Assessment Grant.

If this proposal meets your approval, please sign below or send an email response with your approval. If you have any questions or comments, please feel free to contact the undersigned.

Sincerely,



Douglas Strait, PE
For Cardno
Project Manager
Direct Line: 770.316.2466
Douglas.Strait@cardno.com



Keith Ziobron, PE
For Cardno
Branch Manager / Marietta Office
Direct Line: 678.787.9576
Keith.Ziobron@cardno.com

Approved on behalf of the City of Albany, Georgia

Print Name

Title

Date

Signature

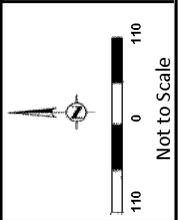
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Attachments: Figure 1 – Site Boundary Map
Figure 2 – UST and In-Ground Lift Location Map
Shoring Design Drawings and Frame Elevations



LEGEND
Approximate Site Boundary (For reference purposes only, not a surveyed boundary)

Source: Google Earth



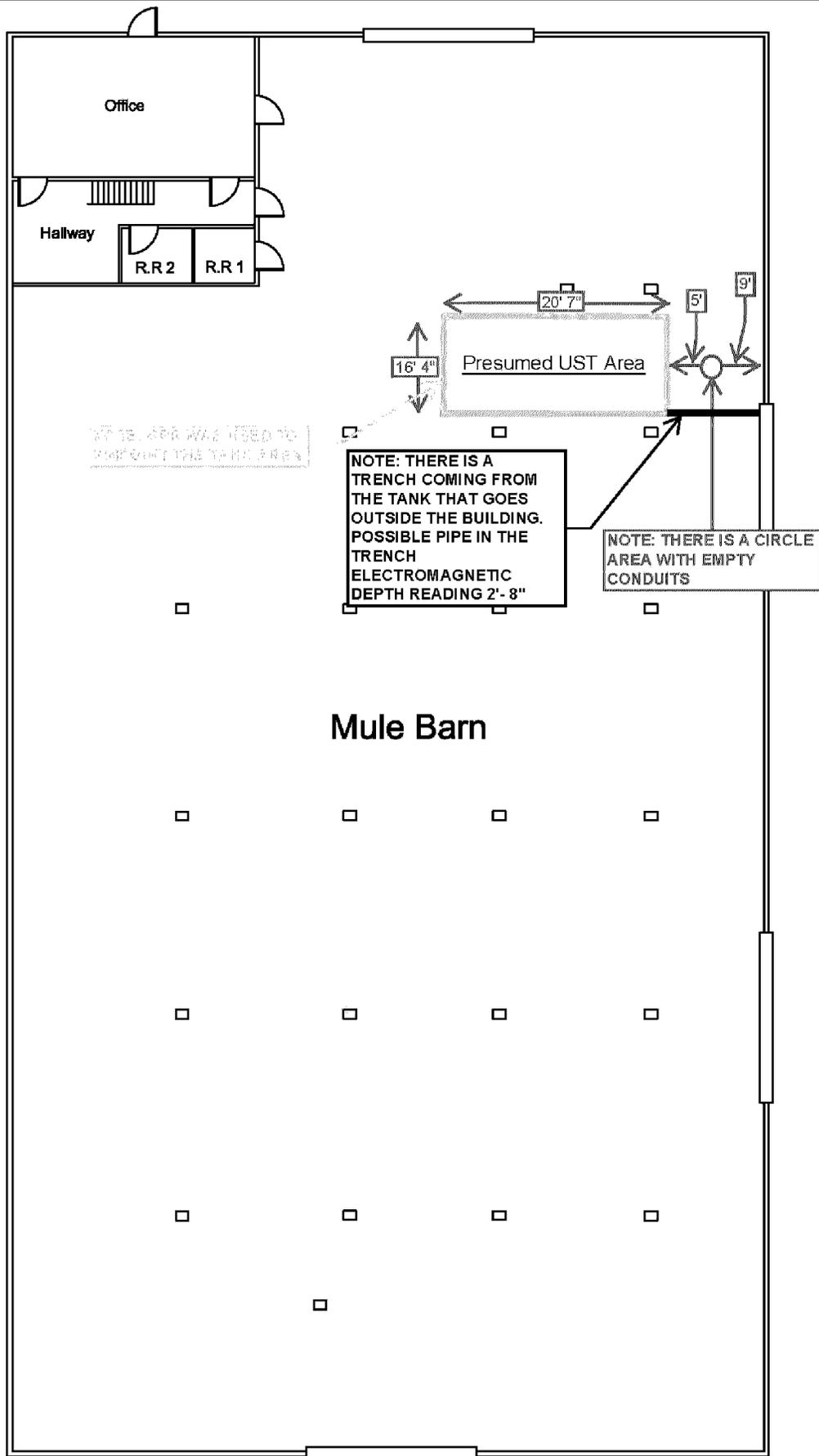
Phase I ESA
Mule Barn
128 West Broad Avenue
Albany, Dougherty, Georgia

Figure 1
Site Boundary Map



Shaping the Future

"This is not a map of survey."

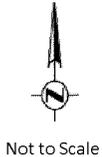


NOTE: GPR WAS USED TO IDENTIFY THE TANK AREA

NOTE: THERE IS A TRENCH COMING FROM THE TANK THAT GOES OUTSIDE THE BUILDING. POSSIBLE PIPE IN THE TRENCH ELECTROMAGNETIC DEPTH READING 2'- 8"

NOTE: THERE IS A CIRCLE AREA WITH EMPTY CONDUITS

Mule Barn



Phase I ESA
 Mule Barn
 101 S. Front Street
 Albany, Dougherty, Georgia

Figure 2
GPR Survey

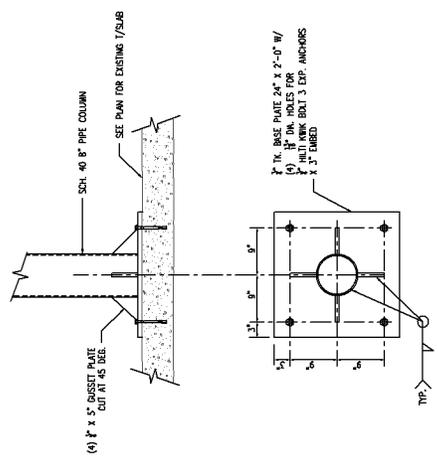
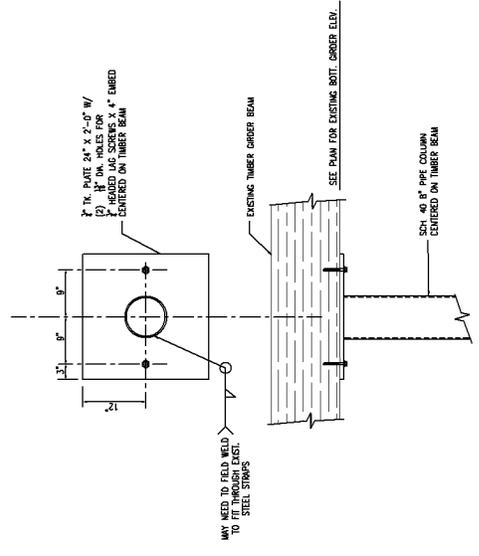
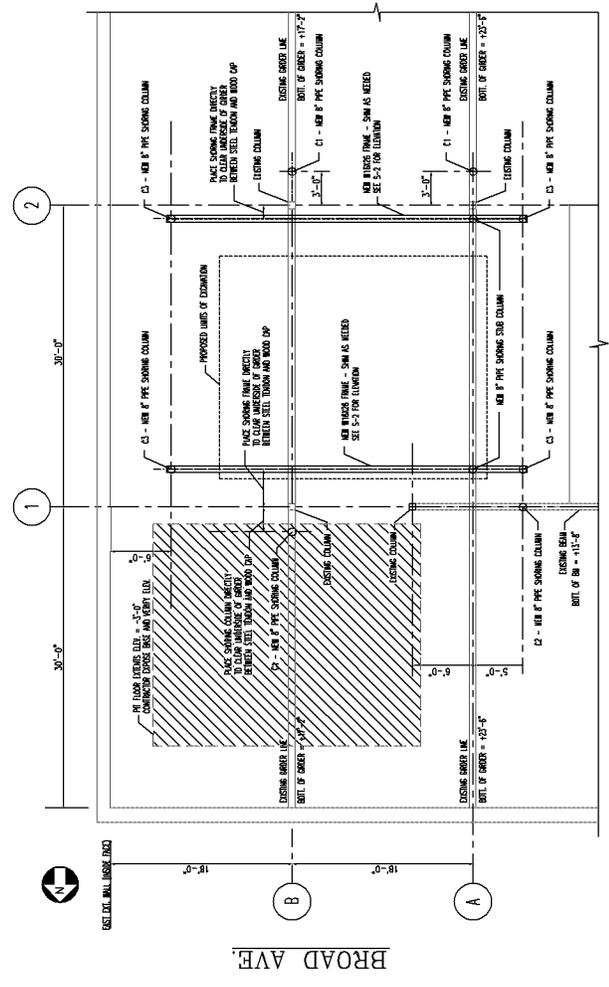
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HENDERSON
STRUCTURAL ENGINEERING
1003 WILSON AVE., TOLSON, GEORGIA 31794 Ph: (229) 544-2412

PROJECT: MULE BARN TEMPORARY SHORING
W. BROAD AVE
ALBANY, GA 31701

JUN: 1957
SHEET No. 1 OF 1



- GENERAL NOTES:**
1. STRUCTURAL STEEL SHALL BE DESIGNED PER LATEST AVAILABLE EDITION OF AISC.
 2. CONNECTIONS SHALL BE DESIGNED PER LATEST AVAILABLE EDITION OF AISC.
 3. CONNECTIONS SHALL BE WELDED UNLESS OTHERWISE SPECIFIED.
 4. ALL STRUCTURAL STEEL THICKNESS SHALL BE AS PER AISC TABLES.
 5. ALL DIMENSIONS SHALL BE AS SHOWN UNLESS OTHERWISE SPECIFIED.
 6. ALL DIMENSIONS SHALL BE AS SHOWN UNLESS OTHERWISE SPECIFIED.
 7. ALL DIMENSIONS SHALL BE AS SHOWN UNLESS OTHERWISE SPECIFIED.

FOR CONSTRUCTION
DATE: 06-28-2018

