

MONTHLY MANAGER'S REPORT

Monday, February 15, 2021



Senior Center

The biggest event for the Senior Center during the month of January was orchestrating the COVID Vaccine. It was a big undertaking but very gratifying for staff and clients. On Thursday January 14th, a total of 247 clients were served with the help of Brooke McIntyre and her Health Department Staff. Time slots were scheduled and planned for each person to arrive for their vaccine, and we ensured all paperwork was completed in advance to move the effort along swiftly. A local paramedic and nurse were also on site to monitor clients after receiving the vaccine. Many were monitored for 15 minutes while some on blood thinners had to wait 30 minutes. During their wait time we provided orange juice and a fruit grain snack to avoid any blood sugar drops. The event was very successful with no occurrences of illness from the vaccine. The second round of the vaccine will be administered to these clients on February 11th.

Regretfully there are still a number of clients and senior citizens calling about the vaccine, who were unable to receive the first round. We are working with Ms. McIntyre to determine if we should schedule another 1st shot event or wait until a bigger venue for vaccinations is available.

Thanks to Phil Sutton and our county Commissioners for supporting our COVID-related efforts during the past 11 months.



Emergency Management

On Tuesday January 19, 2021 our EMA Director Lynn Smith received notification that Habersham County's FY2020 Local Emergency Management Performance Grant (EMPG) Base Award application had been successfully processed and approved. As a result, Habersham County has been awarded \$23,601 in federal funds. The advance payment is currently being processed.

This Base Award is funded by the Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA). The EMPG provides local qualified EMAs with funding opportunities to enhance their emergency management program by providing funds for administration, preparedness activities, and exercise and training. It includes a minimum 50 percent (cash and/or in-kind) match requirement. In order to be considered eligible to receive the Base Award, a local EMA must: have completed the FY2020 GEMA/Homeland Security EMPG Base Award Application Package in Georgia EM Grants Manager System; have shown satisfactory progress on the FY2019 Work Plan as determined by the Field Coordinator assigned to the EMA; have submitted all required FY2019, and prior fiscal years, GEMA/Homeland Security EMPG administrative documents to GEMA/Homeland Security; and have complied with all GEMA/Homeland Security finance requirements.

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Fleet Maintenance

This month the Fleet Department focused on changing the way the fuel system operates. One of our annual goals for this year was to incorporate entering mileage when fueling up a county vehicle or piece of equipment, to help us better track services, mileage, and fuel usage. Most vehicle and equipment keys had to be reprogrammed for this process. Once keys were reprogrammed, the process went into effect January 4, 2021. The steps for the new process are:

1. Insert fuel key
2. When prompted, enter your user ID
3. When prompted, enter your odometer reading (Ex: if your mileage is 66,039 miles, enter 66039)
4. When prompted, reinsert your fuel key, then select the pump to dispense fuel to.

Since the process went into effect, there have been some hurdles to overcome. But with the help and patience of all the departments, we have worked out most of the kinks. The process has been in place for the past month and the Fleet Department can now track mileage and fuel usage at the same time.



Public Works



Airport

- Aviation easement appraisals are complete
- Staff moving into negotiation phase to acquire easements
- Contractor for the TOFA Project began work on February 1
- Airport Commission is ready to begin bidding phase for new T-Hangar project

Landfill

- Dirt hauling is ongoing to cover cells 3, 4, and 7
- Bay 1 in Cell 5 has been filled with fluff layer
- EPD inspection was conducted on January 21st, the Landfill scored 95 out of 100
- 222K gallons of leachate treated in January, and 66K hauled
- Staff to work on installing wind fence to help control wind-blown litter



Road Department

- 171 Work Orders closed out for the month of January, up 64% from December
- Employees worked all night February 6th blading snow off roads
- Pardue Mill Bridge:
 - Project advertised on January 27th
 - Bids to be received February 12th
 - BOC to review on February 15th
- New Liberty Box Culvert:
 - Construction began December 7, 2020
 - Concrete work is complete
 - Backfilling will begin as soon as dirt dries
 - March 11th Completion date

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HABERSHAM COUNTY

GEORGIA | Est. 1818

Parks & Recreation



The Habersham County Department of Public Health (DPH) has been utilizing two meeting rooms at the Aquatic Center to administer COVID vaccinations to the Habersham community. The vaccinations are by appointment only. DPH is expecting to utilize the facility from February until June on an average of three to four times a week. Habersham County Parks and Recreation will document all facility costs, relating to vaccinations, incurred from January 21, 2021 thru September 30, 2021, and can be reimbursed at 100% Federal share for eligible costs.

Transit

Beginning immediately, Habersham County Transit will require all passengers and staff to wear masks. In accordance with the latest Center for Disease Control (CDC) order, masks must be worn on all Habersham County buses.

On Friday, January 29, 2021, the Center for Disease Control (CDC) issued an order mandating the wearing of masks while in conveyances (i.e., aircraft; trains; road vehicles such as buses, taxis, or rideshare, but not private passenger vehicles for personal use; or other means of transport such as ferries or subways). The order also applies while within transportation hubs such as airports, railway stations, bus terminals, ports, marinas, etc. It applies to all conveyance passengers, crew, operators, service providers, and workers.

On January 31, 2021, the Transportation Security Administration (TSA) issued a Security Directive to support the enforcement of the CDC Order. This directive mandates the wearing of masks while in conveyances or in a transportation hub or facility.

Face Masks Must
be worn on all
Habersham
County Transit
Buses



Facilities Management

The Facilities Management Department completed the outdoor classroom for Georgia's Oldest White Oak Tree. The project consisted of a board walk with an observation platform, a fence that extends past the canopy for protection of the tree's roots system, and an informational sign.



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Information Technology

Communication Officers at E911 just got an upgrade! Twenty-five (25) monitors were installed, upgrading each position from 22 inch to 27 inch monitors. Dispatchers can now sit or stand while performing their critical duties, and monitors are installed at a comfortable viewing distance and are adjustable.

This is a positive improvement for each Communication Officer. They continuously monitor 6 screens in order to do their job efficiently. These larger monitors help them become more productive with less fatigue and eye strain. Communication Officers work 12-hour shifts answering emergency calls by phone, dispatching Law, Fire, and EMS as needed, and monitoring state computers and the public safety radio system.



Planning & Development

With the continuing record low interest rates, building permits, particularly new single-family homes, continue to remain strong. During January, the Planning and Development Department issued 44 total permits with 16 of those being for new stick-built single-family homes, and an additional 7 permits for manufactured homes in Habersham County. During the month, a total of approximately \$4.9 million in value have been added to the tax digest and over \$21,300 in permit fees have been collected.

Development Authority

The Habersham County Development Authority recently held their annual retreat at North Georgia Technical College. The Authority focused on the continued buildout of the Airport Business Park. Five of nine building pads have been sold. The Authority continued their focus on future economic development priorities beyond the current Airport Business Park. The expansion of the current park into neighboring property, acquired in 2016, remains a priority in expanding the local employment market.

