

The Brooks County Board of Commissioners met for its Monthly Work Session and Regular Monthly Meeting on Monday, April 2, 2018 at 5:00 p.m., in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Ms. Myra Exum, Chairperson; Mr. Joe Wingate, Vice Chairman; Mr. S. L. Jones; and Mr. James Maxwell. Mr. Willie Cody was not present. Others present were: Mr. Justin DeVane, County Administrator; Ms. Patricia Williams, County Clerk; and various residents.

PUBLIC HEARING – ROAD CLOSURE – PORTION OF CULLEN ROAD - Administrator requested the Board's consideration to official close a portion of Cullen Road. The Road Department has no longer been maintaining the road, from best the Administrator can tell, we have not maintained the road for over 15 years. There is no official documents showing the road closed and it is still shown on the tax assessor's website as a public right-of-way. Administrator would like for the Board to consider the road portion east of Copeland Road for closure.

Administrator spoke to one property owner, a Mr. Norris Croft, who owns one (1) acre about halfway down the lane, who would like to maintain access to his property. Administrator was not aware if the County attorney could prepare an easement for Mr. Croft to coincide with the closure.

Ms. Exum asked if anyone present would like to speak for or against the road closure. Mr. Norris Croft stated he is against the closure because it would demolish the property value without road frontage. He further stated the property has been in his family many years and asked the Board to consider not closing the road.

Mr. Jack Calhoun also opposed the closure. He stated the only problem he has is when rains the water goes in his field; if the ditch is opened up; that would solve the problem. He would like the problem repaired; but not close the road.

Ms. Exum inquired if anyone else present wanted to speak for the closing of portion of Cullen Road; there were none. Ms. Exum closed the public hearing at 5:10 p.m. to go into the work session.

WORK SESSION – Chair Exum called Work Session to order.

Reports from Committees/Departments

A. Tiffany Holmes – Industrial Authority – Ms. Holmes appeared to provide the Board with updated information:

- Started a Leadership Class; have 15 participants; and class will graduate in May.
- Hired a Consultant to Tourism.
- Applied for Downtown Façade grant; which includes Barwick, Pavo, and Morven to help beautify their downtown.
- Will start an Economic Development Workshop 101.

B. Ben DeVane – County Surveyor/Engineer – Updated the Board on projects:

- GDOT will do bridge replacement for seven bridges in Brooks County; project is federal funded; rated sub-standard with 60 ft. of ROW; only three has 60 ft. ROW; County will acquire ROW for the remaining bridges. Engineer and Administrator rated the following bridges:
 1. Troupeville Road at Mill Raise Creek
 2. Coffee Road at Little Creek
 3. Lawson Pond Road at Little River
 4. Beasley Road at Carroll Creek
 5. Liberty Church Road, 40 ft. ROW
 6. Blair Road, 40 ft. ROW
 7. Hodges Road at Mule Creek, 40 ft. ROW

The estimated cost for all seven is \$4,999,804. Cost for the top three is \$2,957,524; and the cost for four with ROW is \$2,042,280. The bridges with the 40 ft. ROW has no deeds; therefore; they are described as prescriptive; they were gained by public use. GDOT will let the County know how they will rate them.

- 2017 LMIG is complete; retainage is being held, \$113,814.28, until County Engineer approves.
- 2018 LMIG is being prepared; estimated cost is \$844,000.00. Resurfacing projects is 6.2 miles; and 18.2 miles of striping.

C. JJ Allen – Road Superintendent – Superintendent presented report to Board:

- Motor grading is on schedule.
- Mowing is behind; due to having only one mower.
- Repairing pot holes.
- Changed working hours through in-house vote from 7:00 am – 4:00 pm to 7:15 am to 4:30 p.m.
- Has full-time inmate to clean around the building.
- Emphasized to Board the need for trucks and tractor.
- Presented the loss the County is taking for driveway installation.

Chair closed Work Session to go into the Regular Meeting at 5:51 p.m.

1. Call to Order – Ms. Exum called meeting to order.

A. Prayer & Pledge – Mr. Nick Hampton, Crosspointe Church, led all in attendance in prayer and pledge of allegiance.

2. Approval of Agenda

A. April 2, 2018 Regular Monthly Meeting – Mr. Wingate made a motion to approve the agenda Mr. Jones seconded. Vote was unanimous.

3. Approval of Minutes

On a motion by Mr. Maxwell, seconded by Mr. Wingate, the Board unanimously approved the following minutes:

- A. Work Session, Regular Meeting March 5, 2018
- B. Special Called Meeting & Executive Session March 8, 2018

4. **Appearances** – None

5. **New Business**

A. Road Closure – Portion of Cullen Road - On the motion by Mr. Jones, second by Mr. Maxwell, the Board unanimously denied the request to close a portion of Cullen Road. Vote was unanimous.

B. Beer and Wine Retail License – Ronny Austin Culpepper - Administration received a permit application from Mr. Ronny Culpepper for Retail Sales of Beer and Wine. The application, submitted by Mr. Culpepper, is for the Country Crossroads General Store at 5519 Grooverville Road. The request has been advertised in accordance with the County's permitting process and the applicant meets the required criteria. The Beer and Wine License application was approved on the motion by Mr. Maxwell; seconded by Mr. Wingate. Vote was unanimous.

C. USDA Office Lease Agreement Extension - Administration received a request from USDA office for renewal of the lease currently held at the County Ag Building. The extension is through April 2020. The Lease Agreement Extension was approved on the motion by Mr. Wingate, seconded by Mr. Jones. Vote was unanimous.

D. GDOT Bridge Replacement Contract – Old Madison Road at Piscola Creek Georgia DOT submitted a contract regarding the bridge replacement on old Madison Road at the Piscola Creek. The County would need to agree to cover 50% of the right-of-way costs, \$84,000. GDOT is requiring this portion within 30 days of the executed contract. Administration suggest using Surplus funds to cover the portion required by GDOT for the required match, as SPLOST 6 funds will be obligated in future LMIG years ahead. Mr. Jones made the motion to approve the Contract from GDOT, with County portion of \$84,000.00 coming from surplus funds, Mr. Wingate seconded. Vote was unanimous.

E. Superior Court Judge Supplement Increase for FY2019 - A request from the Superior Court Judges was received for compensation increases from the Southern Judicial Circuit. The County's share is \$6,000 for the upcoming year. The Judges in our circuit handle about 500-600 more cases a year than surrounding areas and receive about half the compensation for that workload. They are asking for a Letter of Support for the FY2019 budget year. On the motion by Mr. Maxwell, seconded by Mr. Wingate, the Board unanimously approved the compensation increase request from the Superior Court Judges for FY2019 budget; and submission of Letter of Support. Currently, the

monthly supplement per Judge is \$145.83; will increase to \$233.33 per month. Current supplement for Retired Judge is \$108.91 and will increase to \$174.22 per month. The Surviving Spouse supplement currently is \$48.58; the increase will be \$77.78 per month.

F. Proposed John Deere 6145M Tractor Leases - Administration received a request JJ Allen regarding the possible lease of two John Deere 6145M tractors for the mowing crew. The 6145M is a state contract listed tractor and can be leased for three years by the County. In addition to the lease, we would be able to trade in the 5100E tractor and the other tractor previously discussed at the Board's last meeting that is no longer financially viable. Ag-Pro is offering the County \$40,000 on the 5100E and \$10,000 on the 6415E tractor. Both trades would just about equal the first year payment for the lease. This offer would be preferred instead of purchasing the used tractor previously discussed on March 8th. Mr. Allen has also requested that the tractor be purchased with the 640R Loader. Each tractor would have a yearly payment of \$21,247.28 with a \$59,678.52 payout or a yearly payment of \$18,322.27 with a \$69,723.00. Both options are on a 600 hour annual lease. The loader attachment would be an additional \$2,958.30 per unit annually. There is also a warranty plan rated for 2,000 hours available.

The Board unanimously approved the lease of two John Deere 6145M Tractors at either annual fee and with attachments (front end loader or grapple) and trade-in the two used tractors, the 5100E and the 6415E for a combined total of \$50,000.00, on the motion by Mr. Wingate, seconded by Mr. Maxwell. Chair called for the vote, Mr. Wingate and Mr. Maxwell voted yes; Mr. Jones voted no, vote was 2 to 1.

G. Purchase Used Vehicles for Sheriff's Department - The Sheriff's Department submitted a request concerning the replacement of patrol cars in the department. The department has downed three vehicles the past month due to major repairs and mileage. The Sheriff has passed his vehicle over to the Narcotics department and the road patrol is currently down at least two vehicles. One of the other cars that is down is getting a replacement engine, due to the car having lower mileage. Administration and the Sheriff have sourced two used 2011 Crown Vic patrol cars and a 2011 Chevy Tahoe. The Crown Vics have around 70,000 miles and the Tahoe is listed at 89,000. The Sheriff is requesting contingency funds to purchase all three vehicles, two for the road and one to replace his vehicle. The total amount requested is \$34,890. (Crown Vics are \$8,995 and \$8,900, the Tahoe is \$16,995). Mr. Maxwell made the motion to approve purchase of three patrol vehicles for the Sheriff's Department for \$34,890.00 from Contingency, Mr. Wingate seconded. Vote was unanimous.

H. Purchase Truck for Road Department - Administration has received several different requests from JJ Allen for pickups for the Road Department. Originally, Administrator had discussed handling this issue during the budget process, however, depending on the changes with the Tractor request, the funds originally allocated to the Road Department for a used tractor are back in Contingency. Mr. Allen and I have discussed the possibility of purchasing two regular size 4x4 pickups to be used by the operators that normally just use vehicles to drive out to their equipment and install a fuel

tank in those trucks to refill their own equipment. We have also discussed the need for several other trucks.

State Contract shows we can purchase a Dodge 1500 4x4 Regular Cab for around \$20,320. Ford F150 are \$24,912. State Contract currently only lists a Dodge 2500 under Heavy Duty trucks with 4x4, Crew Cab with bed, for \$26,895.

Mr. Allen has also supplied various quotes obtained by him about one month ago from Dodge, Chevy, and Ford for your consideration.

After discussion, the motion was made by Mr. Maxwell; seconded by Mr. Wingate, to purchase two trucks from Langdale Ford; a Ford F350 for \$35,971.00 and Ford F250 at cost of \$29,891.00; and authorize Administrator to go to local banks to get a one year loan for best price. Chair called for the vote. Mr. Maxwell and Mr. Wingate voted yes. Mr. Jones voted no. Vote was 2-1.

I. Manufactured Homes Ordinance Updates/Revisions - Administration has received a request from the Tax Assessor's office for the Board's consideration to update/revise the current Manufactured Home ordinance in Brooks County. State Law has changed, which now allows for a minimum fine of \$100 and a maximum of \$300 for the lack or improper displaying of a mobile home decal. The County's current ordinance has the limits set at \$25 and \$200. The Assessor's Office is also charged with ensuring that homes have these decals in place, however, with the staff size going back many years, they have been unable to complete inspection of all properties in the County.

Mr. Maxwell made the motion to approve the revisions of the Brooks County Manufactured Homes Ordinance; increasing the minimum fine from \$25.00 to \$100.00; and the maximum fine from \$100.00 to \$300.00 for lack or improper display of a mobile home decal; and to be effective May 1, 2018; Mr. Wingate seconded. Vote was unanimous.

J. Bid Approval for Tracts 1, 2, 3, 4, 5 - Administration received bids on 5 tracts of surplus properties owned by Brooks County. The bids were due March 12, at 3:30 P.M. and opened the following week. One high bidder did not include their financial information with their bid, but was able to provide it when requested.

Mr. Maxwell suggested it would be good if we could start construction on a building in 2018 due to the fact two Commissioners will be coming off the Board the end of this year; and would love to see their names on the building.

The bids were approved as follows:

Tract 1: Located on the northwest corner of intersection of Grooverville Road and Hickory Head Road; 1.5 acres of cleared land containing a block structure. Mr. Maxwell

made the motion to accept the bid of Wayne Lane in the amount of \$10,000.00, Mr. Wingate seconded. Vote was unanimous.

Tract 2: Located just west of the GA State Highway 76 and GA/FL Railway intersection on the north side of the Adel Highway 76. Motion made by Mr. Maxwell; second by Mr. Wingate; to accept the bid from William Hardy, Sr. for \$1,001.00. Vote was unanimous.

Tract 3: Located on Harris Street in the City of Pavo, 0.28 acres of land previously used as the Pavo Voting District. Mr. Wingate made the motion to accept bid from Ricky Dean in amount of \$3,500.00; Mr. Maxwell seconded. Vote was unanimous.

Tract 4: Located at the intersection of Harmon Street and Newsome Street in Dixie, Georgia, 0.50 acres of land previously used as the Dixie Voting District. The bid from Cassie Taylor and Justin Fletcher for \$3,550.00 was accepted on the motion made by Mr. Wingate and seconded by Mr. Maxwell. Vote was unanimous.

Tract 5: Located at the intersection of Old Madison Highway and Dewey Road, lies approximately 374.00 acres of agricultural zoned land, known as the Hagan Farm property. The bid from JLH Land Company in the amount of \$1,907,775.00 was accepted on the motion by Mr. Maxwell; Mr. Wingate seconded. Vote was unanimous.

6. Unfinished Business - None

7. County Administrator Notes/Comments - None

8. Commissioners Notes/Comments

- A. Joe Wingate - District 1** – No comment.
- B. S. L. Jones, District 2** – No comment.
- C. Willie Cody, District 3** – No comment.
- D. Myra Exum, District 4** – No comment.
- E. James Maxwell, District 5** – No comment.

9. Executive Session - None

10. Adjournment - Mr. Maxwell made the motion to adjourn regular meeting at 6:42 p.m.; Mr. Maxwell seconded.

Ms. Myra Exum, Chair
Mr. Justin DeVane, Administrator
Ms. Patricia A. Williams, Clerk