

The Brooks County Board of Commissioners met for its Monthly Work Session and Regular Monthly Meeting on Monday, June 3, 2019 at 5:00 p.m., in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Mr. James Maxwell, Chairman; Mr. Patrick Folsom, Vice Chair; Ms. Myra Exum; Mr. Willie Cody; and Mr. Rhett Rowe. Others present were: Ms. Patricia Williams, Interim County Administrator/County Clerk; Mr. James Burchett, County Attorney; and various residents.

## **PUBLIC HEARING - NONE**

**WORK SESSION** – Chairman called Work Session to order.

### **Reports from Committees/Departments**

**A. Scott Routsong – Brooks County Library** – Mr. Routsong updated the Board on Library activities:

- Kick-Off for summer reading is June 1<sup>st</sup>.
- Some of the events scheduled for June are: Asteroid Word Buster, Magician Ken Scott, Balloon Shows, Ventriloquist Marc Griffin, First Annual Brooks County Library Costume Contest, Lego Club.
- Events in July include: Master Juggler Ron Anglin; Mystery Science Theatre Movie Night, Bionicle Competition; Beyond the Stars Trivia, and Second Annual “They Did What?”.
- Mr. Routsong thanked the Board for assistance with funding; and partnering with Board of Education to cover the reduction by City of Quitman.
- Submitted two Applications for Appointment to be considered for serving on the Library Board. Applicants are Caroline Barnes and Joseph Thomas.

**B. Stephanie Holliefield – Extension Office** – Appeared for quarterly report of activities for May 2019:

- Welcomed Chloe Sexton, UGA/Brooks County ANR summer intern; she began work on May 20<sup>th</sup>; and has been busy meeting Brooks County producers.
- Planted the 2019 On Farm cotton variety trial at Webb Farms on May 1<sup>st</sup>.
- Planted two peanut test plots with Dr. Scott Monfort, UGA Peanut Specialist on May 2<sup>nd</sup>.
- Met with Robinson Farms to plan the 2019 watermelon phytophthora trial.
- Continue to collaborate with Brooks County Chamber in promotion of Brooks County Summer Slim Down and UGA Walk program.
- One Senior 4-Her attended Senior Camp at Rock Eagle May 27-31, four Junior 4-Hers attended Junior Camp at Jekyll on July 1 thru July 5<sup>th</sup>. Cloverleaf 4-Hers attended Cloverleaf Camp at Rock Eagle June 3<sup>rd</sup> thru June 7<sup>th</sup>.

**C. Wayne Waldron – Chief Tax Appraiser** – Informed the Board of information received regarding a Resolution to approve refunds of overpaid personal property taxes. In order to efficiently manage the refunds and collection of taxes resulting from personal property audit or review, and to avoid the requirements to add interest to

refunds not timely paid. The Board of Assessors is requesting Board's consideration to approve the resolution.

**D. Mike Smith – 911/EMA Director** – Presented a proposal and provided information from Rave Mobile Safety for an alert system. This system will replace the CodeRed alert system. The Rave system will provide alerts to residents regarding weather disaster, closed roads, etc. It also has unlimited minutes and users; unlike the CodeRed system. Mr. Smith is requesting approval of the Rave Mobile Safety alert system.

**E. JJ Allen – Road Department** – Provided road update report for May 2019:

- Preparing for upcoming storms.
- Rotating out culverts.
- Concentrating on troublesome roads.
- Both Side Arms are down.

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

- 2018 LMIG and Striping has begun and well under way.
- Will begin the 2019 LMIG Project List soon.
- GDOT has started the Low Impact Bridge Program at crossing of CR 276, Troupeville Road, over Millrace Creek.
- Working on bid items for guard rails.

Chairman closed Work Session to go into the Regular Meeting at 5:53 p.m.

**1. Call to Order** – Chairman called meeting to order.

**A. Prayer & Pledge** – Mr. Cody led all in attendance in prayer and pledge of allegiance.

**2. Approval of Agenda**

**A. June 3, 2019 Regular Monthly Meeting** – Mr. Cody made the motion to approve the agenda, Ms. Exum seconded. Vote was unanimous.

**3. Approval of Minutes**

On a motion by Ms. Exum, seconded by Mr. Cody, the Board unanimously approved the following minutes:

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|-----------|--|--------------|
| <b>A.</b> | Monthly Work Session & Regular Meeting     | May 6, 2019  |
| <b>B.</b> | Special Called Meeting                     | May 8, 2019  |
| <b>C.</b> | Special Called Meeting & Executive Session | May 14, 2019 |
| <b>D.</b> | Special Called Meeting & Executive Session | May 17, 2019 |
| <b>E.</b> | Special Called Meeting & Executive Session | May 23, 2019 |

**4. Appearances**

**A. Eddye Averett/S.O.U.L. Center Ministries - Facility Use – Ag Building Auditorium**  
Administration received a request from Ms. Eddye Averett for use of the Ag Building Auditorium to host Memorial Gala on June 8, 2019 for two (2) hours. When any group, organization or individual is requesting permission for use of County Building or Facility that includes provision for use of restroom facilities shall be charged a \$150.00 deposit. Use of the kitchen is an additional \$50.00; and security (\$25.00 per hour; minimum of 2 hours) \$50.00. The total cost will be \$200.00; which Ms. Averett has included a check with the application. Mr. Cody made the motion to approve the request by Ms. Averett to use the Ag Building Auditorium for two (2) hours on June 8, 2019 to host a Memorial Gala; Mr. Rowe seconded. The vote was unanimous.

**B. Chandler Foy – New Hire Solutions - Facility Use – Courthouse Grounds –**  
Administration received a request from Ms. Chandler Foy, New Hire Solutions, for use of Courthouse Grounds to set up a tent to host job fair on monthly basis to try to bring in new applicants. Board advised Ms. Foy to get with Administration regarding dates of use to make sure does not conflict with other requests for use of the grounds. The Board unanimously approved the request of New Hire Solutions to use Courthouse Grounds for remainder of 2019 on monthly basis; and will need to come back before the Board January 2020 for future dates, on the motion by Mr. Folsom, seconded by Mr. Cody.

**C. Natalie Singletary – Family Connections – FY 2020 Contract Renewal – Fiscal Agent –**  
Administration received the Family Connection FY 2020 Contract from the Department of Human Services. Brooks County has served as Fiscal Agent for Family Connection for several years. Ms. Singletary appeared to officially request the County to serve as Fiscal Agent for FY 2019-2020. Mr. Folsom made the motion to serve as Fiscal Agent for Family Connections FY 2020 Contract; Mr. Rowe seconded. Vote was unanimous.

## **5. New Business**

**A. Tax Assessors – Resolution to Refund Taxpayers –** Ms. Exum made the motion, Mr. Folsom seconded, to approve the Resolution authorizing Board of Assessors to refund overpayment of personal property taxes through Tax Commissioner, with stipulation to report quarterly to Board of Commissioners. Vote was unanimous.

**B. Bond Resolution – Board of Education –** County Attorney reviewed the Resolution and advised the Board it is necessary to make sure funds are available; in case there is no ESPLOST. Ms. Exum made a motion to authorize the Chairman to sign Bond Resolution; Mr. Cody seconded. Vote was unanimous.

**C. GDOT – Low Impact Bridge Program (LIBP) Status –** Administration received a notification from GDOT regarding the Low Impact Bridge Program which exists to provide expedited delivery of the least complicated type bridge replacement projects. The crossing of CR 276 (Troupeville Road) over Millrace Creek has met the required elements and has been programmed for replacement under the Low Impact Bridge

Program. GDOT will provide information regarding schedules and construction as the project progresses through the design process.

**D. GDOT – Statewide Transit Plan Designation/Technical Advisory Committee Member** – Administration received a notification from GDOT regarding the announcement that the Division of Intermodal is developing a comprehensive Statewide Transit Plan (SWTRP). The goal of the SWTRP is to develop a cohesive vision for future transit in the state and recommend potential innovative strategies that support the state's goals for mobility and economic development. The letter is to invite a Commissioner or a designated representative to participate on the Technical Advisory Committee (TAC), which will help guide the development of the SWTRP. A Point of Contact Information Form is attached. The first TAC meeting is anticipated to be June 2019. Chairman completed the Point of Contact form, designating himself and the new Administrator as the representatives that will participate in the Technical Advisory Committee for the GDOT Statewide Transit Plan. The Board approve the designated representatives to participate in the Advisory Committee, on the motion by Mr. Folsom; seconded by Mr. Cody. Vote was unanimous.

**E. Rave Mobile Safety – Rave Alert Proposal** - During the Work Session, 911 Director, Mike Smith, provided information and presented a Proposal from Rave Mobile Safety for an alert system. This will replace the CodeRed alert system. Mr. Smith is requesting the Board's consideration to approve/accept the Proposal from Rave Mobile Safety. County Attorney advised the Board to approve the proposal contingent upon his review of the licensure agreement. Mr. Folsom motioned to approve the Rave Alert Proposal contingent upon the County Attorney's review of the licensure agreement, Mr. Rowe seconded. Vote was unanimous.

**F. Rescind Motions from January, February, and March 2019 Meetings Regarding SPLOST 6 Funds** - County Auditor, Gary Zeigler, met with Administration and Chairman to discuss appropriations to SPLOST 6 account. Mr. Zeigler advised the Chairman that the Board needs to rescind/amend motions from January, February and March 2019 meetings designating funds to be expended from SPLOST 6. Mr. Zeigler has informed the Chairman of these issues so they can be corrected and we will not have a finding in our audit for FY 2019-2020.

During the January meeting, the Board approved purchase of a 2019 John Deere Motor Grader without Sloper (\$208,329.12); with trade-in the remaining balance is \$180,329.12; with five annual payments of \$20,789.72; and a John Deere Motor Grader with Sloper (\$241,594.96); with trade-in remaining balance is \$183,594.96; and annual payment of \$19,433.60 with first year in arrears. At that time, there were not enough funds in SPLOST 6 for both Motor Graders. This motion needs to be rescinded/amended to appropriate funds to come from General Fund; due to SPLOST 6 allocation balance of \$160,000.

During February meeting, Board approved \$47,900 from SPLOST 6 to purchase a Trailer from Wallace Truck & Equipment Sales. At that time, the balance for Road Department

SPLOST allocation was \$160,000; leaving a remaining balance of \$112,100. This purchase can remain in SPLOST 6.

During March meeting, Board approved lease/purchase of 2019 Mack Truck in amount of \$136,635, with a three-year term; and monthly payments of \$2,244.56; and funds were to come from SPLOST 6; which there was not enough funds to purchase the truck. This motion needs to be rescinded/amended to appropriate funds to come from General Fund; due to SPLOST 6 not being enough for purchase. The Board also approved the roof repair for the Health Department to come from SPLOST 6 in amount of \$8,212.77. County Auditor has advised to rescind/amend this motion to get funds from General Fund; due to this being classified as a repair; since the roof was not replaced.

County Attorney advised the Board that before rescinding the motions, they need to have an amount that is going to be appropriated to General Fund and reimbursed back to SPLOST 6. Ms. Exum made the motion to table this item until the next meeting to get the amount to be appropriated, Mr. Rowe seconded. Vote was unanimous.

**G. Abandoned Mobile Home Act** - Administration received information from Jimmy Miller, Langdale Vallotton, LLP, regarding the Georgia's Abandoned Mobile Home Act which became effective May 1, 2019. Mr. Miller represents a landowner in Brooks County who has a dilapidated mobile home. The Board can vote to appoint an agent to perform these inspections. Upon determining the mobile home to be derelict, the Act establishes a legal process the land owner can follow to lawfully remove the mobile home. See attached email and Abandoned Mobile Home Act for your review.

The Board needs to appoint an agent to perform these inspections. Ms. Exum made the motion to appoint Mr. Billy Ingram, Building Inspector, as the agent to perform these inspections on abandoned mobile homes, seconded by Mr. Folsom. Vote was unanimous.

**6. Unfinished Business - None**

**7. County Administrator Notes/Comments - None**

**8. Commissioners Notes/Comments**

**A. Rhett Rowe - District 1** – Thanked everyone for attending.

**B. Patrick Folsom, 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 – Personnel – County Administrator Salary**

On a motion by Mr. Cody, seconded by Mr. Folsom, the Board closed the regular meeting to go into Executive Session at 6:38 p.m.

On motion by Mr. Cody, seconded by Mr. Folsom, the Board closed Executive Session and returned to regular meeting at 7:20 p.m.

Ms. McKinney was offered \$85,000 for the Administrator position; she countered with \$87,500. Mr. Rowe made the motion to leave the salary offered of \$85,000; including insurance package; Ms. Exum seconded. Chairman called for the vote. Ms. Exum and Mr. Rowe voted yes; Mr. Cody and Mr. Folsom voted no. Vote was 2 to 2.

Chairman called for another motion. Mr. Cody made the motion to rescind the motion from Special Called Meeting on May 29<sup>th</sup> offering Administrator \$85,000; and change offer to \$87,500; Mr. Folsom seconded. Chairman called for the vote. Mr. Rowe and Ms. Exum voted no. Mr. Cody and Mr. Folsom voted yes. Vote was 2 to 2. Chairman voted yes and broke the tie.

Mr. Folsom made the motion to hire Jessica McKinney as New Administrator with a salary of \$87,500, plus insurance benefits, Mr. Cody seconded. Chairman called for vote. Ms. Exum and Mr. Rowe voted no. Mr. Cody and Mr. Folsom voted yes. Vote was 2 to 2. Chairman voted yes; and broke the tie.

**10. Adjournment** - Ms. Exum made the motion to adjourn regular meeting at 7:20 p.m.; Mr. Rowe seconded.

Mr. James Maxwell, Chairman

Ms. Patricia A. Williams, Interim Administrator/County Clerk