

The Brooks County Board of Commissioners met for its Regular Monthly Meeting on Monday, March 1, 2021 at 5:10 p.m., in the Commissioners Meeting Room located at the Brooks County Administration Building, located at 610 South Highland Road, Quitman, GA. Commissioners present were: Mr. Patrick Folsom, Chairman; Mr. James Maxwell, Vice Chairman; Mr. Willie Cody; Mr. Rheft Rowe via telephone. Ms. Myra Exum was not present. Others present were: Mrs. Jessica McKinney, County Administrator; Ms. Patricia Williams, County Clerk; Ms. Kim Daniels, Human Resources; Mr. Jason Kemp, County Attorney; and various residents.

**Public Hearing** – None

**1. CALL TO ORDER**

**Prayer & Pledge of Allegiance** – Chairman called the Regular Meeting to order. County Attorney, Mr. Jason Kemp, led all in attendance in prayer and pledge of allegiance.

**2. APPROVAL OF AGENDA**

On the motion by Mr. Maxwell, seconded by Mr. Cody, the Board unanimously approved the agenda for March 1, 2021.

**3. Approval of Minutes**

On the motion by Mr. Cody, seconded by Mr. Maxwell, the Board unanimously approved the minutes of the following meeting:

- Regular Monthly Meeting February 1, 2021

**4. APPEARANCES** - None

**5. NEW BUSINESS**

**A. Sheriff Body Cam Quote (Discussion/Vote)** – Sheriff provided quotes from Motorola for Body Cams for his department, 12 Bundles, AAS and 12 V300, AAS. He informed the Board of the necessity of the Body Cams to prosecute cases. Motorola Rep, Jack Brunk, provided an updated quote for the 12 V300, previously the quote was \$52,074.00; the updated quote is \$45,768.00. The contract is for 5 years of service; provides devices; and three year technology reset with a six month guarantee. The funding will come from the Sheriff's Department budget. On the motion by Mr. Maxwell, the Board approved and accepted the quote of \$45,768 for 12 Motorola Watchguard Video V300 AAS Body Cams for Sheriff's department, Mr. Cody seconded. Vote was unanimous.

**B. Salary Increase – Coroner, Chief Deputy, and Sheriff (Discussion/Vote)** – Administrator presented the request for salary increase from the Coroner, Joe Leverett. Due to COVID-19 the Coroner's duties have increased tremendously; and is asking for a reevaluation of his salary. Currently the salary is \$12,000 annually, the request is to increase to \$18,000 annually. Administrator advised the Board the funds is in the Coroner's current budget. Mr. Maxwell made a motion to increase the Coroner's salary from \$12,000 to \$18,000 annually; and funds will come from his current budget; Mr. Cody seconded. Vote was unanimous.

**Chief Deputy Salary Increase** – Chief Deputy, Joe Wheeler, requesting a salary increase; no amount has been determined. Administrator stated the funds are in his budget. Administrator will meet with Chief Deputy and Sheriff to discuss the salary increase. Mr. Maxwell made the

motion authorizing Administrator to look at the budget to discuss and determine the increase amount, Mr. Rowe seconded. Vote was unanimous.

**Sheriff Salary Increase** – Board authorized Administrator to include the Sheriff's increase request in the meeting with Chief Deputy, same motion stands, on the motion by Mr. Maxwell and seconded by Mr. Cody. Vote was unanimous.

**C. Clock Reconditioning Quote (Discussion/Vote)** – Administrator received a quote for restoration of the Brooks County Courthouse Tower Clock from Clock Service Company, LLC. The clock does not work; and with the renovations being done to the Courthouse, the clock needs to be included. The restoration will include: complete disassembly and cleaning of time movement. Repair or replace any necessary gears, pinions or bushings; repaint all cast iron parts. Disassembly of and cleaning of strike movement and gear assemblies. Remove old glass from cast iron frames, install one strike motor and two micro switch controls, install 8 new hands and balance; and one auxiliary power unit. The total amount is \$8,885.00; the funds will come from the Courthouse renovations budget. The quote was approved and accepted, from the recommendation of the Administrator, for the restoration of the Courthouse Tower Clock in the amount of \$8,885.00; and funds will come from the Courthouse renovations budget; on the motion by Mr. Cody, seconded by Mr. Rowe. Vote was unanimous.

**D. Ameri Corp Grant Position – Brooks County 4-H** – Brooks County has an opportunity for a cost share grant with Ameri Corp for one year at the cost \$3,000. The grant will provide for an employee that would be responsible for assisting with 4-H youth development. If the Board approves the grant position, UGA will post and advertise for the position, interview during March; and start date would be April 1, 2021. Mr. Maxwell expressed concerns regarding the grant creating a position that the County may not be able to fund in future years. Mr. Rowe stated it's a good way to teach students about agriculture; and if it is not sustainable; we can terminate it. Mr. Cody stated that if it is not wanted after one year, we can terminate it. Mr. Maxwell motioned to keep for one year, revisit at end of one year to see if it is something the County wants to keep. After further discussion, Mr. Maxwell rescinded his motion. Mr. Maxwell made a motion accepting the Ameri Corp Grant based on current year funding of \$3,000, and funds will come from Contingency Fund; Mr. Cody seconded. Vote was unanimous.

**E. Appoint Replacement – DFCS Board** – Brooks County Director, Department of Family and Children Services (DFCS), Ms. Sky Robinson, submitted a letter regarding a replacement on the DFCS Board due to the unexpected passing of Ms. Tawanda Rose. Ms. Robinson has spoken with Mr. Rowe, due to the appointment being in District 1, regarding a potential candidate. Mr. Rowe has spoken with Nick Hampton; and Mr. Hampton advised he would look at his schedule and get back with him. Mr. Rowe made the motion to table this item until the April meeting so they will have chance to speak with potential candidates, Mr. Maxwell seconded. Vote was unanimous.

## **6. Unfinished Business**

**A. Procurement Policy (Vote)** – During the January meeting, a revised copy of the County's Purchasing Policy was completed and a copy provided to the Board for review; and it was placed on the agenda for the February meeting. It was tabled for continued review by the Board until the next regular meeting in March to be approved. On the motion by Mr. Maxwell, seconded by Mr. Cody, the Board unanimously accepted the revised Procurement Policy for Brooks County; to be effective upon approval.

**B. Personnel Handbook/Performance Review (For Review)** – Administration has completed and provided an updated copy of the Personnel Policy/Performance Review for the Board to review. Mrs. McKinney stated the Policy has been expanded, and is more comprehensive, it consists of 321 pages, and covers updates missing in the current policy.

**C. Farmers Market (Discussion/Vote)** – Board discussed this topic during the February meeting. Half of the Farmers Market is owned by City and half by the County. County Attorney will verify the title. County Administrator stated if the Board decides to re-purpose funds, the Farmers Market can actually be turned into a true Farmers Market. Mr. Maxwell stated he had spoken with the City; and they have no interest in the Farmers Market; stating they have too many parks. Board discussed different options of what to do and how to beautify the Market. Currently, it is not managed, it's been neglected and needs management. Mr. Jack Harrell, Chairman, Development Authority, expressed the interest of the Development Authority wanting the property.

**7. COUNTY ADMINISTRATOR NOTES/COMMENTS - NONE**

**8. Commissioners Notes/Comments**

- **Rhett Rowe - District 1** – Thanked everyone for coming.
- **Patrick Folsom, District 2** – Commented on Magnolia Church Road and its condition needing repair ASAP.
- **Willie Cody, District 3** – No Comment.
- **Myra Exum, District 4** – Not present.
- **James Maxwell, District 5** – No comment.

**10. ADJOURNMENT**

Mr. Cody made the motion to adjourn regular meeting at 6:32 p.m.; Mr. Maxwell seconded.

Mr. Patrick Folsom, Chairman

Ms. Jessica J. McKinney, County Administrator

Ms. Patricia A. Williams, Clerk