

The Brooks County Board of Commissioners met for a Special Called Meeting and FY2021-2022 Budget Work Session on Tuesday, June 15, 2021 at 5:15 p.m. in the Commissioners Meeting Room 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; and Mr. Rhett Rowe. Ms. Myra Exum was not present. Others present were: Ms. Jessica McKinney, County Administrator; Ms. Patricia Williams; County Clerk; Ms. Kim Daniels, Human Resources; Department Heads and Constitutional Officers; and other residents.

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

Prayer/Pledge – Mr. Charles Dave led all in attendance in prayer and the pledge of allegiance.

2. **Special Called Meeting**

1. **Tree Removal Review** – During the June 7th regular meeting, the Board voted unanimously to table this item until the June 15, 2021 meeting to decide where funds would come from and get more clarification of the bids. Mr. Owens stated he has not communicated with the bidders; he tried others; but they are busy. On the motion by Mr. Maxwell; the Board tabled this item again Mr. Cody seconded. The vote was unanimous.

2. **Bids – Lawn Maintenance Service** – Two bids were submitted: 1) Outdoor Living (Proficient Pool & Lawn Service) \$59,999 annually; and Drifftin' South \$37,920 annually. Board discussed options for saving money. Chairman led discussion of hiring a Detail Officer for the Jail Work Detail for Inmates to take care of lawn maintenance for County buildings. Question arose as to whether the position would be full-time or part-time? The salary for full-time would be approximately \$35,000. Mr. Maxwell commented on the bid from Drifftin' South (\$37,920) versus the salary of a full-time Work Detail Officer. The difference in the bid amounts was also questionable. After discussion, Mr. Maxwell made the motion to approve the bid from Drifftin' South, \$37,920, for the lawn maintenance service and that the Contractor perform the work as is in the contract; Mr. Cody seconded. Vote was unanimous. County Administrator acknowledged the fact that the awarded bidder, Drifftin' South, is owned by the son of a County Employee; and wants to make sure there is no conflict or involvement with the contract for services.

3. **Workshop**

- A. **FY 21-22 Proposed Budget**

County Administrator presented the Proposed FY 21-22 Budget for Board review; and for Department Heads to answer questions from the Board regarding their budget requests if needed. The FY2021 Budget is \$12,549,000 and the projected is \$12,598,669.90. The proposed FY21-22 Budget is \$13,101,000. A surplus of \$729,865.13 is anticipated due to the digest and financial projections.

Administration

Requesting full IT support/Network Management (Cyber Security), Time Clock System for a total amount of \$150,000.00.

Tax Commissioner

Requesting salary increase, additional part-time staff, and unforeseen expenses, total \$23,648.00

Tax Assessors

Pay increase requested for Assessors, which is a total of \$16,250.00.

Sheriff

Chairs with leather and side arms, requested \$8,500.00.

Jail

Detail Officer with a salary of \$35,000.00; and a transport van, \$70,000.00.

Road Department

Establish a maintenance shop at the Admin Building, cost to be designated; and a Sidearm for \$211,000.00 was \$175,000.00; and two trailers at \$10,000.00 each.

Recycling/Landfill

Increase in repair and maintenance, disposal fee increased; added a roll-off; increase in gas, diesel, oil; and part-time salary to extend hours, total request \$13,234.00.

911/EMA

Requesting two full-time Dispatchers, and salary increases (\$33,056.00), total request \$83,056.00. Board was informed \$300,000.00 will be needed for software for radios.

Elections

Requested salary increase; additional part-time staff; and unforeseen expenses, \$83,200.00.

Probate – Additional to offset requested expenditures.

Magistrate – Is over in current budget year. Requesting an additional Judge, \$15,000.00.

Fire Department – Fire Chief requesting a full-time Deputy Chief, volunteer pay program, commercial washer/dryer, and ATV, total requests \$89,500.00.

Superior Court – Increase for training, salaries, phone, internet, fees, supplies, KOFIL, \$73,970.00.

Uniform Patrol – Requesting two additional Deputies, \$85,000.00.

EMS Services Subsidy – proposed increase to \$500,000.00.

Buildings & Plants – Washington Street Gym, Admin Building Generator, Ag Annex Roof, \$95,000.00.

Ag Extension – Computer replacement (cost share amount), and replace vehicle, \$40,869.00.

- Proposed 3% annual salary increase for County eligible employees. Administration proposing to do a salary study. Department Heads are held accountable to give review on employees to see where they are performing at; and at what level based on performance the increase can range from 2%, 2.5%; and 3%.
- **CARES Act Fund Spend** – Uniform patrol vehicles (6), Senior Center Improvements (Non Budget Impacting)
- **Expenditures Request Totals** - \$1,297,142.45

Health Insurance Proposal – Tom Dorywalski, Chief Strategy Officer, Taylor Insurance Services, presented the FY21-22 Health Insurance Renewal Proposal. The recommendation for this plan year includes the implementation of a level premium self-funded plan. Will move from the PHCS Network to the Cigna Network that will ensure Archbold Medical Center participation. Minimum

premium savings will be 8.6% or \$59,760 for the new year; and the expected savings will be 18.4% or \$136,243 for the new year. Brooks County savings for the current year is \$130,324.

4. Executive Session – None

On the motion by Mr. Rowe, seconded by Mr. Cody, the Board adjourned the work session at 8:18 p.m.

Mr. Patrick Folsom, Chairman
Ms. Jessica McKinney, County Administrator
Ms. Patricia A. Williams, County Clerk