

The Brooks County Board of Commissioners met for its Monthly Work Session and Regular Monthly Meeting on Monday, October 7, 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. Willie Cody; Mr. Rhett Rowe; Ms. Myra Exum; and Mr. Patrick Folsom, Vice Chairman. Others present were: Ms. Jessica McKinney, Administrator; Ms. Patricia Williams, 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**

**Billy Ingram – Planning/Zoning** – Presented status report from January thru September 2019:

- Total permits issued – 327 (\$62,000)
  - Commercial permits – Aviagen Hatchery and Solar, \$236,000
  - New buildings – Funeral Home, Church, Dollar Tree, Astro Corporation Headquarters (\$1 million project) on Valdosta Highway
  - Boys & Girls Club added 2 swimming pools, they are ADA accessible, lift chair
  - Lee Pickles Center is adding another business; a training center

Board discussed placing a sign for markings for entering Brooks County on Valdosta Highway and Highway 84. Mr. Ingram stated he had spoken with GDOT; and they recommended submitting the kind of sign wanted and they would review.

**Charles Dave – Elections** – Was not present due to illness.

### **Robert Vann – Buildings and Maintenance**

- The deficiency at the landfill has been corrected. There was water standing on property in 19 different areas; but it is good until next inspection.
- Added to retention pond to prevent future deficiency.
- Georgia Power has cleaned power lines.
- Two buildings had maintenance requests. Health Department needed lights replaced; and Ag Building had a water leak. Mr. Cody has taken care of the problem and there is no more standing water.
- Total maintenance cost with air conditioner and lighting is approximately \$7,500 due to not conducting preventative maintenance.

1. **Call to Order** – Chairman called meeting to order at 5:15 p.m.

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

**2. Approval of Agenda**

**A. October 7, 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; with a correction to minutes of regular meeting held September 9, 2019 on page 2 of 7:

**Ellenburg Road, CR 12 – Deed and plat research complete; will start on this week on Troupeville Road end; and need to get control of dedicated right-of-way.**

- Monthly Work Session & Regular Meeting (with correction)      September 9, 2019
- Special Called Meeting      September 17, 2019
- Special Called Meeting      September 23, 2019

**4. Appearances**

**A. John Green – Coffee Road** – Mr. Green submitted a request to speak in regards to the condition of Coffee Road and damage to his windshield as a result of such condition. The Board advised Mr. Green that a portion of Coffee Road is on the upcoming 2019 LMIG Project List.

**5. New Business**

**A. Department of Family and Children Services Board Appointment; District 1 and District 3 Needed** – Administration received a request from Brooks County DFCS for two (2) Board appointments. Mr. Rowe (District 1) informed the Board he has spoken with two potential candidates; waiting to hear from one of them; and advised the Board he will have a name for appointment by the next meeting in November. Mr. Cody (District 3) stated he had spoken with Ms. Peggy Brown; and she is willing to serve; Ms. Brown was present. Mr. Cody made a motion to appoint Ms. Peggy Brown to the Brooks County Department of Family and Children Services Board; Mr. Folsom seconded. Vote was unanimous.

**B. Planning/Zoning Board Appointment** – Planning/Zoning Committee has a vacant appointment that needs to be filled. Ms. Linda Exum submitted her resignation from the Brooks County Planning Commission; therefore, there is no representation for District 2; which is Mr. Folsom's District. Mr. Folsom made the motion to appoint Jason Grady to fill the vacancy on the Planning Commission; the Board unanimously approved the appointment of Jason Grady to the Brooks County Planning Commission on the seconded by Ms. Exum.

**C. Money Allocation from Road Department Auction** – An auction was held on July 24, 2019 for Road Department. The Board needs to allocate where the funds will go. The gross proceeds is \$55,300, a commission fee of 6% (\$3,318) leaving a remaining

balance to Brooks County of \$51,982. Ms. Exum recommended to amend the current budget and place funds in equipment. The Board asked Road Superintendent provide what equipment he has down and what would cost to repair. Mr. Allen stated he has three pieces of equipment needing repairs: Side Arm \$6,000, Semi Truck \$4,200, and Tarp Trailer \$3,800, which totals \$14,000. Ms. Exum suggested allocating \$20,000 to amend the budget for repairs; and remaining balance be placed in Contingency Fund. On the motion by Mr. Folsom, seconded by Ms. Exum, the Board unanimously approved to take \$20,000 of the \$51,982 to amend Road Department budget; and place the remaining balance of \$31,982 in the Contingency Fund. Mr. Folsom made a motion to authorize Administrator to approve up to \$7,000 for repairs to the Side Arm, Mr. Cody seconded. Vote was unanimous.

**D. Sheriff's Department Small Capital Request; Required Software** – the Board previously approved the software for Sheriff's Narcotics Department. The software is the same; but with a different company, SUR Tec, and is cheaper. The funds are in Narcotics current budget. The cost for software is \$2,963.

**E. Pineview Grocer Alcohol Sales Permit** – An Application for Retail Sale of Beer & Wine was received from April Brooks to sell Beer & Wine at Pineview Grocery located at 7272 Madison Highway, Quitman, GA 31643. The background check has been completed; and the ad has ran in the Quitman Free Press. Mr. Folsom motioned to approve the Application for Retail Sale of Beer & Wine at Pineview Grocery located at 7272 Madison Highway, Mr. Cody seconded. Vote was unanimous.

## **6. Unfinished Business**

**A. Road Department Vehicle Purchase** – This purchase has been pending for a while; and was tabled during last month meeting for further research. Mr. Folsom made a motion to approve purchase of the vehicle in amount of \$47,488 from Langdale Ford; Mr. Cody seconded. Chairman called for discussion. Ms. Exum inquired as to how the vehicle was purchased when it has not been approved by the Board? According to the County Purchasing Policy; three bids are needed; and three bids have not been submitted. Mr. Rowe inquired to Administrator as to whether or not we are following the Purchasing Policy? Administrator responded no. Chairman called for the vote. Mr. Cody and Mr. Folsom voted yes. Ms. Exum and Mr. Rowe voted no. Vote was 2 to 2. Chairman broke the tie; voted yes. Vote was 3 to 2.

**B. Haddock Road** – Mrs. Linda Folsom appeared at September regular meeting regarding the status of Haddock Road. This issue was previously discussed in 2018. During the September meeting, County Attorney, recommended the Board table this issue until his review, due to this being an issue before he was retained as County Attorney. County Attorney, Mr. James Burchett, requested the Board continue to table this issue for his further review. The issue was unanimously tabled on the motion by Mr. Cody; seconded by Mr. Rowe.

**C. Solar Moratorium Request** – During the regular meeting on September 9<sup>th</sup>, Edwin Pope requested to appear regarding the consideration for establishing a solar moratorium. Mr. Pope stated he would like the Board to consider a solar moratorium for future solar development related to the Zoning Ordinance. At that time, the Board tabled this item until the regular meeting in October for the County Attorney to gather more information. County Attorney advised the Board they have the power to do a moratorium as long as it is in best interest of the public. If the Board does consider a moratorium, they need to send it to Planning and Zoning first for research and analyst. Mr. Burchett further stated, to make a recommendation in the middle of litigation would shut off the ability of the Board to take another application for zoning. Therefore; Mr. Rowe made the motion to deny the request for a solar moratorium until after the litigation process; and then pass it on to Planning and Zoning, Mr. Folsom seconded. Vote was unanimous.

**7. County Administrator Notes/Comments**

**A. Proposed 2020 LMIG Road List from Commissioners** – The Board was asked to come up with three (3) roads each to submit to Administrator. Mr. Maxwell, Mr. Cody, and Mr. Folsom has given names to Road Superintendent; Ms. Exum and Mr. Rowe has submitted their road names to Administrator. Administrator will get names and compile a list and give to County Engineer so that he and Road Superintendent can look at the roads first.

**B. Ag/Extension Expression of Interest** – Administrator informed the Board she has submitted an Expression of Interest letter to provide the space that is currently being sought out by the USDA/County Extension Services to lease in Brooks County.

**C. Animal Control Committee** – County Administrator recommended the Board appoint a Commissioner on the Animal Control Committee prior to proceeding with the formulation. On the motion by Mr. Folsom, seconded by Mr. Rowe, the Board appointed Mr. Cody to represent the County on the Animal Control Committee. Vote was unanimous. The Committee will be formed by October 25, 2019; and the proposed first meeting is October 25, 2019. After the first meeting, meetings will be scheduled for the last Wednesday of each month.

**D. Nutrition Center Resignation** – Ms. Valarie Davis submitted a letter of resignation to Administration on October 2, 2019. She has provided a two week notice that October 16, 2019 is her resignation date. In her letter she stated her experience with the Brooks Nutrition Center has been very rewarding; and she appreciates the opportunity to have worked at the Senior Center.

**E. Suggestion to Change Agenda Request Submission** – Administrator requested the Board consider changing the agenda request submission date from Wednesday at 12:00 noon to Monday at 12:00 noon, to allow more time to approve agendas and create material for the Board. The request was approved by a motion from Mr. Cody and seconded by Ms. Exum. Vote was unanimous.

**F. Property & Liability Insurance and CD Investments** – the Board discussed whether or not the Property & Liability Insurance and CD Investments will be put out to bid. The Property & Liability Insurance renews January 1, 2020; and the CD Investments renews December 2018. The Board authorize Administration and Staff to proceed with preparing Request for Proposals for Property & Liability Insurance and CD Investments on the motion by Mr. Folsom; and seconded by Mr. Cody. Vote was unanimous.

**8. Commissioners Notes/Comments**

**A. Rhetf Rowe - District 1** – Commented it was a great quick meeting. He further commented that when you learn you are doing something wrong, you should learn how to do it right; and purchase things correctly from this point on.

**B. Patrick Folsom, District 2** – Commented he concur with Mr. Rowe. But under circumstances; there was a need to make the purchase.

**C. Willie Cody, District 3** – Inquired regarding road striping.

**D. Myra Exum, District 4** – Commented on pot holes on Coffee Road previously mentioned by Mr. Green; and asked Road Superintendent to take a look at them.

**E. James Maxwell, District 5** – Thanked everyone for coming. Commented on how important and vital to get everybody counted during the 2020 Census.

**9. Executive Session – Personnel**

The Board closed the regular meeting to go into Executive Session at 6:09 p.m. on the motion by Mr. Folsom; seconded by Ms. Exum.

On motion by Mr. Cody, the Board closed Executive Session and returned to the regular meeting at 6:32 p.m.; Mr. Folsom seconded.

Ms. Exum made the motion to amend the current budget by \$8,500 to allow Tax Assessors Office to change part-time employee to full-time; and the funds will come from Contingency Fund; Mr. Folsom seconded. Vote was unanimous.

**10. Adjournment** - Mr. Cody made the motion to adjourn regular meeting at 6:34 p.m.; Ms. Exum seconded.

Mr. James Maxwell, Chairman  
Ms. Jessica McKinney, Administrator  
Ms. Patricia A. Williams, Clerk