

The Brooks County Board of Commissioners met for a Special Called Meeting and Work Session on Tuesday, January 26, 2021 at 5:15 p.m. in the Auditorium at the Brooks County Ag/Extension Building located at 400 East Courtland Avenue, Quitman, GA. Commissioners present were: Mr. Patrick Folsom, Chairman; Mr. James Maxwell, Vice Chairman; Mr. Willie Cody; Ms. Myra Exum; and Mr. Rhett Rowe. Others present were: Ms. Jessica McKinney, County Administrator; Ms. Patricia Williams; County Clerk; Ms. Kim Daniels, Human Resources; and Mr. Jason Kemp, County Attorney; and other residents.

**1. Call to Order**

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

**2. Special Called Meeting** – The Board amended the agenda to add Executive Session on the motion by Ms. Exum; seconded by Mr. Cody. Vote was unanimous.

**A. 2021 LMIG Road List** – The Board discussed the preliminary 2021 LMIG Road Project List presented by County Engineer, Mr. Ben DeVane. Chairman discussed adding Augusta Drive to the list, .08 miles off Highway 133 and Troupeville Road. After discussion, the Board approved the 2021 LMIG Road Project List presented; included Augusta Drive; and the additional funds will come from SPLOST #6; Mr. Cody seconded. Vote was unanimous.

**B. Vanguard Modular Re-Quote Discussion/Approval** – The Modular building for EMS was re-quoted after meeting with Fire Chief, and EMS of changes that are needed. A handicap ramp is needed to be in compliance; and the building will be finished out in stucco instead of a steel building appearance. The original quote was \$166,000; the new quote with additions is \$171,175. Questions were asked about additional funds. Administrator recommended the Fire Protection Fee Fund; but there were questions and concerns as to whether or not the funds could be used for that purpose. Administrator will look into the matter to confirm whether or not the funds can be disbursed from the Fire Fee Fund. Ms. Exum made the motion to table this item until the regular meeting on February 1, 2021 to clarify if the funds can come from the Fire Fee Fund, Mr. Maxwell seconded. The vote was unanimous.

**C. Procurement Policy Discussion** – The Board was presented with a draft copy of the revised Procurement Policy to review during the regular meeting on January 4, 2021. Changes/corrections were presented and completed. Chairman recommended the Department Heads review the Policy; bring their issues to Human Resources; a work session will be scheduled for discussion; and the Policy will be approved at the regular meeting in March. Mr. Maxwell made the motion to table this item for Department Head review and work session; and be placed on agenda for the March regular meeting; Ms. Exum seconded. Vote was unanimous.

**3. Executive Session**

The Board closed the special called meeting to go into executive session at 5:54 p.m.; on the motion by Mr. Maxwell, seconded by Mr. Cody. No action was taken.

Mr. Maxwell made the motion to go out of executive session at 6:32 p.m. to go into the work shop, Mr. Cody seconded.

**4. Workshop**

**February 1, 2021 – Regular Monthly Meeting Agenda Review/Approval**

County Administrator led the Board in review of the agenda for the regular meeting on February 1, 2021. The agenda was reviewed item by item and the only change made was to table the Procurement Policy Updates Approval and place on the agenda for March 2021.

On the motion by Mr. Rowe, seconded by Mr. Cody, the Board adjourned the special called meeting at 7:10 p.m.

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