

The Brooks County Board of Commissioners met for its Regular Monthly Meeting on Monday, November 1, 2021 at 5:00 p.m., in the Courtroom located at the Brooks County Courthouse, located at 100 East Screven Street, Quitman, GA. Commissioners present were: Mr. Patrick Folsom, Chairman, Mr. James Maxwell, Vice Chairman; Mr. Willie Cody; and Ms. Myra Exum. 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 Hearings – Road Name Change – County Road #9 (Tyson Lane) to Harlow Lane – Sign-In Sheet Provided

- Mr. Spencer appeared at the July 12, 2021 meeting to request a name change for County Road #9 (Tyson Lane) to Harlow Lane in memory of his granddaughter. He stated the road is approximately ¾ of a mile long and dead ends. There are three property owners on the road; and all are for the name change to Harlow Lane. Public Notice has been advertised in Quitman Free Press. After the public hearing, during the regular monthly meeting a motion will be heard to approve or deny the request. If approved, the road name change will be fulfilled through the Brooks County Road Department to carry out the remaining established process for doing so.

Only one citizen signed in, Mr. Lee Larko, and he was for the renaming of the road; and suggested it be changed. Chairman closed the public hearing at 5:08 pm.

1. CALL TO ORDER

Prayer & Pledge of Allegiance – Chairman called the Regular Meeting to order; and asked Mr. Jason Kemp to lead all in attendance in prayer and pledge of allegiance.

2. APPROVAL OF AGENDA

On the motion by Mr. Maxwell, seconded by Ms. Exum, the Board approved the agenda for November 1, 2021. Vote was unanimous.

3. Approval of Minutes

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

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| • Special Called/Executive Session/Work Session | September 29, 2021 |
| • Regular Monthly Meeting | October 4, 2021 |
| • Special Called/Executive Session/Work Session | October 26, 2021 |

4. APPEARANCES

A. Jim Owens – Road Department – Updated the Board on Road Department activities/projects:

- JMAR Loop – Researched, looked at roads; only thing is the easement has not been finished; but needs to be before paving is done.
- The paving will be mix in place. Mr. Owens stated he has spoken with contractors; culverts will be changed; concrete will be taken out. Do not have a cost yet; but will have by end of week.
- There will be a phone call meeting with Mr. Maxwell, Mr. Owens; and Water Company.
- Employees are working hard; and getting support from the community.
- Has spoken with companies regarding repair of cracked pavement from big trucks.

C. Fire Department – Chief Catlett – Updated the Board on Fire Department activities/projects:

B. Fire Department – Chief Catlett – Updated the Board on Fire Department activities/projects:

- Provided a report of the findings, conditions; and deficiencies of the Brooks County Fire Department. The report is based on Georgia standards for fire departments. It will be costly to bring the fire departments into compliance. Chief Catlett stated he is excited about the challenges; and thanked the Board and Administrator for the opportunity.
- Needs direction from the Board on what way they want him to proceed.
- Main concern is vehicles. All pumpers have failed tests; three may get to pass; four of the five needs to be taken out of service; but will be short on two engines. Could possibly get by with one; but need two.
- Will look at vehicles to determine the cost; need to purchase two; can repair at least two at cost of \$30-\$40,000.
- Cost for purchase of two new engines will be approximately \$340-\$450,000.
- Station No. 10 (Jackson Road) is being brought up to standard; the doors will cost \$39,500.
- Recommended removing Station 11, Pavo, from the roster.
- Continuing to locate equipment; there is no inventory list.
- Recommended placing old vehicles on Gov Deals to get more money out of them.
- Ladder truck has never been tested; costs approximately \$1,000 to test and bring up to compliance. Do not need a ladder truck in Brooks County; buildings are not tall enough. Further stated would be further ahead if got rid of ladder truck.
- According to the State; we need 32 certified fire fighters; we have five.
- Training will be in November; and will bring everyone up to par.
- By November 8th, will have hired paid full time fire fighters.
- At this point, vehicles are most critical.
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5. NEW BUSINESS

A. A. Christmas Party – County Administrator stated she has two venues in mind; and we should be able to have a Christmas party for employees.

B. Re-appointment – Elections Board – Zurich DeShazior – Mr. DeShazior submitted a request to be re-appointed to the Board of Elections for another four-year term. His term expires December 31, 2021. Mr. Maxwell made the motion to re-appoint Mr. Zurich DeShazior to the Board of Elections for another four-year term; Mr. Cody seconded. Vote was unanimous. Term will expire December 31, 2025.

C. Ordinance – Burnt House Violations – During the work session held October 26, 2021, Mr. Owens informed the Board that Brooks County has no code/ordinance for burnt houses; and provided the Board and County Attorney a proposed draft copy of an ordinance for review. The Ordinance provides statute for public and private use; will allow the building inspector to enter premises. Ms. Exum sponsored the Ordinance for Burnt House Violations by making a motion to lay the ordinance on the table for 30 days; and present at December meeting, Mr. Maxwell seconded. Vote was unanimous.

D. Road Name Change – County Road #9 (Tyson Lane) to Harlow Lane – The motion was made by Ms. Exum; seconded by Mr. Maxwell; to approve the request by Mr. Don Spencer to change County Road #9 (Tyson Lane) to Harlow Lane. Vote was unanimous.

6. UNFINISHED BUSINESS

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A. County Property Use Agreement and Fees (Tabled, Requesting Motion) – Administration prepared and presented to the Board the policy for the use of County property and fees for use during the October meeting. After discussion, the Property Use Agreement and Fees was tabled. The policies are meant to be a guideline for the public use of available County owned building in Brooks County. The available Buildings and Facilities are: Ag Building Auditorium, Ag Annex Building, Courthouse Grounds (does not include Gazebo); and Farmers Market. The request will come to Brooks County first to decide if facility is available; if so, it will be given to the Chamber of Commerce; then approved by Administrator; Brooks County will collect the fees at the Administration Office for Brooks County and the Chamber of Commerce to make more convenient for citizens.

7. COUNTY ADMINISTRATOR NOTES/COMMENTS

A. Brooks County Project List Review/Updates (Attached) – The updated project list was attached for review; and will be attached to the agenda each meeting for review to be continuously reviewed and updated.

B. 911 Dispatch/EMA Director Position – County Administrator announced the candidate hired for the 911 Dispatch/EMA Director position; stating after interviews it came down to two candidates; and taking into consideration skills, goals, and offered the position to Latoya Hampton; and she accepted. Ms. Hampton is a 911 Dispatcher; and has been for several years; and served as Assistant to Mike Smith.

8. EXECUTIVE SESSION – NONE

9. Commissioners Notes/Comments

- **Patrick Folsom, District 2** – The double road signs in the County is not Brooks County's fault; the signs were paid with a DOT State grant. Thanked employees, County Attorneys; and wished everyone good healthy Thanksgiving.
- **Willie Cody, District 3** – No comment.
- **Myra Exum, District 4** – Thankful for Mike Smith, wishes him well; thanked employees, staff, Administrator; and Happy Thanksgiving to all.
- **James Maxwell, District 5** – Wished a blessed Thanksgiving to all citizens and Brooks County.

10. ADJOURNMENT

Ms. Exum made the motion to adjourn regular meeting at 6:31 p.m.; Mr. Cody seconded.

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