

The Brooks County Board of Commissioners met for a Public Hearing and a Work Session on Wednesday, August 11, 2021 at 11:00 a.m. in the Courtroom of 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: Ms. Jessica J. McKinney, County Administrator; Ms. Patricia Williams; County Clerk; Ms. Kim Daniels; Human Resources; and Mr. James Burchett, County Attorney.

**1. Public Hearing** – Chairman called public hearing to order. The purpose of the hearing was to allow citizen input on the tentative adopted millage rate which will require an increase in property taxes by 6.00 percent for the unincorporated area and 6.60 percent for the incorporated area. The tentative increase will result in a millage rate of 13.128 mills; an increase of .744 mill for unincorporated area and 15.248 mills, an increase of 0.944 mill for incorporated area. There were no citizens in attendance no questions or concerns. Chairman closed the public hearing at 11:30 a.m. to go into the Work Session.

**2. Work Session**

The Board discussed all open and new Brooks County projects:

**Buildings/Grounds:**

New Administration Building – Discussed offices to be placed in the new building; and offices not sure of at this time such as, the Coroner, 911 Center and Road Department. Mr. Maxwell will follow up with the Board of Education regarding if the GED classes are housed there.

Washington Street Gym – Has been approved for historical building by the State; and trying to get approved as a National Historical Building.

East Brooks Fire Department – County Attorney stated if not willing to incorporate with Brooks County Fire Department; they are out of compliance. Attorney advised they cannot operate without Brooks County's authorization; and the County needs to find property to purchase and start a Fire Department. He further advised to let East Brooks continue until we have a building; so it will not hurt the ISO rating. Administrator updated the Board stating GCIC certification has been scheduled for Firefighters at all fire stations. Administrator informed the Board of three good candidates for the position of Fire Chief; waiting on decision; will be two weeks up to 30 days.

Mr. Owens offered his opinion on the possibility of using the building in the back of the Administration Building as a Maintenance Shop for the Road Department. He stated his concerns regarding parking, traffic; and does not think it will work. Mr. Owens mentioned a fleet plan for the County to maintain County vehicles; someone to look over and negotiate a plan. County Attorney advised that the Procurement Officer can

contact repair shops, dealerships; surrounding counties; and locally to discuss fleet plan; and send notices to Department Heads.

Courthouse Landscaping – Prepare RFP, scope of work for striping and brick out front of the Courthouse. Replace all sidewalks, cracked bricks and redo; and paint and stripe front and back. Chairman commented the pine trees have reached their tender; shrubs need to be redone, trees trimmed; and revitalization for shrubs and flowers at the Courthouse.

### **Roads**

2020 LMIG – Contract is ready; needs scope of work.

JMAR Loop – Mr. Owens commented on the drainage issues, all driveways need culverts; the project needs a facelift; need to connect to get positive drainage before get drawing done. Right of ways have been established; the grade can be established when the water line is done; all info will transfer to the final drawing. The water system company has agreed to move waterlines off to one side at no cost to the County. An RFP needs to be prepared.

Bartow Road – Mr. Maxwell will follow up with the City of Quitman for a price on the cost of the project; and have the exact amount by the next meeting.

Speed Limit Verifications per GDOT – The Sheriff and Mr. Owens will look into this issue.

### **Policies/Procedures/Ordinances:**

Solar Moratorium – County Attorney will prepare a model Ordinance for the Board review and markup.

Wrecker Service Agreement – Administrator will meet with the Sheriff and Mike Smith, 911.

Personnel Policies – County Attorney, Jason Kemp, will work with Human Resources, Kim Daniels.

Gazebo – Board discussed the procedure and process for the Gazebo on the Courthouse grounds. An agenda request must be completed to appear before the Board; Administrator will review; approve and sign off. The use of the Courthouse grounds was also discussed on how to proceed; Board approval or Administrator approval? Administrator will draft an updated application for use to be administered. If the application is declined; the applicant will appear before the Board. County Attorney advised that the Chamber of Commerce needs to contact the County when

a request is made to use the Gazebo; and they need to follow the policy for use of the grounds. County Attorney will draft the policy for Board review.

Ag Auditorium Use – Administrator will draft guidelines for use and the fee to charge.

Ag Annex Use – Will there be a charge or not?

**Staffing/Resources:**

Baseline Salary Increases (CARES) – Administrator stated the salary could absorb the balance of the CARES Act funding. Also, discussed how to purpose the ARP funds; whether to supplement salary for First Responders or generate revenue; or possibly supplement a Grant Writer salary. Ms. Exum stated she feels First Responders deserve something; a portion of the ARP funds, because they do put their lives on the line.

Broadband – This item will be researched; County Attorney will pass the info and contact to the Administrator.

**Capital:**

Fire Department Fleet Needs – Two trucks have been purchased.

Road Department Bucket Truck (TSPLOST) – Per Mr. Owens, the truck is being worked on to install hydraulic; and get certified.

**Miscellaneous:**

Alcohol Resolution – Need sponsorship from the Board for Resolution.

County Engineer – added to the list.

**Amend Agenda:**

Ms. Exum made the motion to amend the agenda to add the full topic list of projects; school safety lights at North Brooks Elementary School; and remove from the agenda Vote/Approve – Brooks County Projects; Mr. Cody seconded. Vote was unanimous.

**3. Special Called Meeting:**

Caution Lights at North Brooks Elementary School – Ms. Exum made the motion to contribute up to \$3,500.00 for repairs in conjunction with the Board of Education for caution lights at North Brooks Elementary School; and funds will come from the Contingency Fund, Mr. Folsom seconded. Vote was unanimous

On the motion by Ms. Exum; seconded by Mr. Cody, the Board adjourned at 4:47 pm.

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