

The Brooks County Board of Commissioners met for its Regular Monthly Meeting on Monday, July 11, 2022, at 5:00 p.m., in the Courtroom 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; Ms. Myra Exum; Mr. Willie Cody; and Mr. Lee Larko. 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.

**1. PUBLIC HEARINGS – NONE**

**2. CALL TO ORDER**

**Prayer & Pledge of Allegiance** – Chairman called the Regular Meeting to order. Mr. Steve Shierling Brooks County Ministerial Association led all in attendance in prayer and pledge of allegiance.

**3. APPROVAL OF MINUTES**

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

- |  |               |
|--|---------------|
| A. Regular Monthly Meeting                       | June 6, 2022  |
| B. Special Called/Work Session                   | June 29, 2022 |
| C. Special Called/Work Session/Executive Session | May 31, 2022  |

**4. INVITED GUESTS**

**A. Shan Townsend – Ameris Bank** – Ms. Shan Townsend, Assistant Manager, Ameris Bank, was invited to introduce to introduce herself to the community. Ms. Townsend stated that Ameris Bank is here and willing to assist the County and community to make it better. She thanked the Board for the opportunity to come and introduce herself.

**5. REPORTS FROM COMMITTEES & DEPARTMENTS – (5 MINUTES)**

**A. Debra Lewis – Zoning & Code Enforcement** – Reported activities and overview of the department and projects she is currently working on:

- Receiving phone calls from citizens regarding zoning, permitting, and inspections; has received 16 as of today's date.
- Amended cell tower application and completed one Occupational Tax.
- Has four erosion and sedimentation cases she is working on.
- Has sent out zoning letters; fulfilled 24 requests.
- Has opened four complaint cases, they are closed and has been settled.
- Looking at zoning and code violations.

Commissioner Larko inquired regarding the water on roadways. County Administrator responded that one of the duties of Ms. Lewis' job is to build ordinances as needed for Brooks County. A draft is prepared and presented to Administrator; Administrator will send to County Attorney to work on.

**B. Jason Montesano – Building & Permits** – Presented copy of report on building inspections and permits for end of May and the month of June 2022 to the Board.

- For the month of May 2022 revenue received in amount of \$18,611.00.
- For the month of June 2022 grossed \$20,720.00.
- Informed the Board he is in the process of being able to accept payments electronically. He will use the same type of software as the Tax Commissioner's office to do point of sale transactions.
- He has reviewed the prints for South Georgia Film Company.

**C. Fire Chief Catlett – Brooks County Fire Department** – Chief Catlett provided an overview to the Board of activities of the Fire Department.

- Performed seven inspections.
- Responded to 43 calls.
- Assisted in setting up the 4<sup>th</sup> of July Celebration, conducted fireworks presentation.
- Ribbon Cutting ceremony at Station 10.
- Responded to two mutual aid calls (Quitman/Cook County).
- Continuing to prepare for the ISO evaluation in October.
- Hazmat training included coordinating with Lowndes County Fire and Rescue to proctor the Georgia Registered Volunteer test to four of our Firefighters.
- Training submitted to Georgia Firefighters Standards & Training Council.
- All quarterly fire reports submitted to NFIRS and the State.
- Completed 10 Pre-Fire Plans.

**D. Matt Connolly – Road Department Superintendent** – Updated the Board on Road Department activities/projects for June 2022:

- Provided a list of road projects and their status.
- Completed 207 roads. Other roads got more attention last month.
- Received 101 calls for June, 26 culvert repairs, 10 tree calls, replaced 33 signs.
- Only have one dump truck in service.
- Three roads of potholes. Rock still hard to get.
- Worked on four beaver dams.
- Completed seven roads with Side Arm; and cleaned ditches.
- Lime rocked Old Thomasville Road.
- Has one dump truck down.
- Commissioner Larko commented his appreciation for the road repair.
- Commissioner Exum also stated appreciation for Rambling Road.

**6. CONSENT AGENDA - NONE**

**7. OLD BUSINESS**

**A. Road Abandonment – Old Pavo Road (Update)** – County Attorney, James Burchett updated the Board on the road abandonment process. Notices have been sent to property owners. The Public Notice is ready to send to Quitman Free Press for

advertising. The public hearing will be held before the regular meeting on August 1, 2022.

**B. Road Abandonment – Giddens Road (Update)** - County Attorney, James Burchett updated the Board on the road abandonment process. Notices have been sent to property owners. The Public Notice is ready to send to Quitman Free Press for advertising. The public hearing will be held before the regular meeting on August 1, 2022.

## **8. NEW BUSINESS**

**A. Request to Name New Ag Building after Mr. Henry Carr** –The Board unanimously approved Resolution 22-R-2, A Resolution of the Board of Commissioners to Establish Criteria Governing the Naming of County Buildings, Parks, Facilities, Bridges, Fixtures or Related Properties during the June regular meeting. Mr. Childers presented a request to name the new Ag Building after Mr. Henry Carr. Mr. Childers stated a plaque would be placed on the front entrance of the building honoring Mr. Carr. It would be at no cost to Brooks County. The Farmers and the Farm Bureau will pay for the plaque. Mr. Childers will contact County Administrator for assistance in preparing the plaque, upon completion, the Board will review and approve. Mr. Larko made the motion, Ms. Exum seconded, the approval to place a plaque at the front entrance of the new Ag Building in honor of Mr. Henry Carr, the first Ag Agent for Brooks County. Vote was unanimous.

**B. Resolution – 2022-2027 Joint Brooks County and Cities of Barwick, Morven, Pavo, and Quitman** – During the June 2022 meeting, the Board tabled this item until the review of the plan by DCA is complete. The Resolution was prepared according to the Standards and Procedures for Local Comprehensive Planning established by the Georgia Planning Act of 1989 and Rules of the Georgia Department of Community Affairs. Mr. Maxwell made the motion to adopt Resolution 2022-R-01, 2023-2027 Joint Brooks County and Cities of Barwick, Morven, Pavo, and Quitman Comprehensive Plan Update, Mr. Cody seconded. Vote was unanimous.

**C. LOST (Local Option Sales Tax) Re-Negotiation** - The LOST (Local Option Sales Tax) is up for renewal for ten (10) years. Brooks County and the cities of Barwick, Morven, Pavo, and Quitman will meet to discuss/negotiate the percentages of the LOST revenue to be disbursed. A new distribution certificate must be received by DOR (Department of Revenue) by December 30, 2022. Failure to file a new distribution certificate will result in the repeal of the LOST levy for Brooks County and each municipality. The state revenue commissioner has been notified in writing; and the cities have also been notified via letter. On motion by Ms. Exum, the Board tabled this item and authorized Administrator to get with the parties to set tentative dates for negotiation, Mr. Larko seconded. Vote was unanimous.

## **9. PUBLIC COMMENTS – (5 MINUTES)**

**A. Steve Shierling – Clay Bank Subdivision Roads** – Chairman requested this item be placed on the agenda for an appearance by Mr. Steve Shierling. Mr. Shierling stated the roads have been maintained by the County in previous years; but have not

been done so in quite some time. He is trying to get clarification from the Board as to whether the roads are maintained by the County's Road Department. The grass has grown very high and creating a safety hazard for the residents. The County Clerk and others have been searching diligently to find if the roads were transferred to the County. He stated that if the Road Department could come out and cut the roads until a decision is made or documentation of proof of transfer of ownership. Mr. Maxwell commented the Road Department could take care of the roads until we can find documentation. Mr. Maxwell further commented that maybe the roads are grandfathered in. Mr. Larko commented that the County Road Department has been taking care of the roads, therefore, maybe they can continue until we find a solution. Mrs. Exum stated she agrees with both Mr. Maxwell and Mr. Larko; the Road Department could cut one time until something is in place or may have to do on as need basis. After discussion, Mrs. Exum made a motion to grant a one-time emergency cut for safety of residents. After further discussion, the Board agreed to add this topic to the upcoming agenda for the special called meeting scheduled for July 13<sup>th</sup>. Mrs. Exum withdrew her motion. County Attorney stated to allow at least three days to find documentation; and he will contact Mr. Scruggs.

#### **B. County Administrator Updates**

- Work Session & Special Called meeting scheduled for Wednesday, July 13<sup>th</sup> at 2:00 pm.
- On July 18<sup>th</sup> there will be a special called meeting with Tax Commissioner at 5:00 pm.
- Senior Center Re-opening – The re-opening is scheduled for August 1, 2022.
- Public Hearings for the millage rate are scheduled for August 8, 2022, one at 11:00 am and another at 1:00 pm.
- Final public hearing to set the millage rate is scheduled for August 17, 2022 at 6:00 pm.
- There is one event scheduled to be held at the new Ag Building on July 30, 2022.

#### **C. Commissioners Notes/Comments**

- **Lee Larko (District 1)** – Commented that he appreciates the reports provided to the Board.
- **Patrick Folsom, Chairman (District 2)** – Inquired regarding the Board allowing time on the regular meeting agenda to allow citizens to speak. County Attorney will look into the process.
- **Willie Cody (District 3)** – Thanked all the departments, Road Department, Zoning/Code Enforcement, Inspections/Permits, and Fire Department for their reports provided.
- **Myra Exum (District 4)** – Commented on the fantastic job and the good things she has heard regarding the 4<sup>th</sup> of July celebration. Stated condolences to Ms. LaToya Hampton, 911/EMA Director, for the loss of her husband.
- **James Maxwell, Vice (District 5)** – Thanked everyone for attending.

**9. EXECUTIVE SESSION - NONE**

**10. ADJOURNMENT**

Mrs. Exum made the motion to adjourn regular meeting at 6:23 p.m.; Mr. Cody seconded.

Mr. Patrick Folsom, Chairman

Mrs. Jessica J. McKinney, County Administrator

Ms. Patricia A. Williams, Clerk