

The Brooks County Board of Commissioners met for a Special Called Meeting and a Work Session on Tuesday, May 31, 2022, at 5:15 p.m., at the Brooks County Courthouse, in the Courtroom, located at 100 East Screven Street, Quitman, GA. Commissioners present were: Mr. Patrick Folsom, Chairman; Mr. James Maxwell, Vice Chairman, Mr. Willie Cody; Ms. Myra Exum, and Mr. Lee Larko. Others present were Ms. Jessica McKinney, County Administrator; Ms. Patricia Williams; County Clerk; Ms. Kim Daniels, Human Resources; and Jason Kemp, County Attorney, and various residents.

1. **Call to Order** – Chairman called the meeting to order.

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

2. **Work Session**

**A. DEPARTMENT HEAD BUDGET REQUESTS** – County Administrator commented that the approach this year was different than last year, giving Department Heads accountability for their budgets. The County's budget has hit the ceiling for operating off the tax digest alone. Departments requesting increase will come and present their increase request and overage so the Board can ask questions. There will be one more workshop before the budget is adopted.

a. Tax Commissioner (Rothrock) – Requesting salary increases for office staff; and add an additional full-time employee, including benefits. All Constitutional Officers will receive a salary increase from the State in the amount of \$5,000, which is included in the budget, plus the increase for employees and the additional employee, the total salary request is \$25,933.20. To upgrade the tax application will be \$6,000, other line items, i.e., education & training, transportation, repair & maintenance, printing, postage, dues & fees, etc. will total \$3,300. The total requested amount for the Tax Commissioner's FY2022-2023 budget is \$37,010.20. County Administrator stated that when they met in April, only 70% of the budget has been used. Tax Commissioner current budget for FY2021-2022 is \$298,748.24, the requested amount for FY2022-2023 is \$311,974.44.

b. Magistrate Judge (Crosby) – Judge Crosby stated the only increase in his budget is from the State for Constitutional Officers. He needs to replace computers but will move money around in his budget to purchase. Magistrate Court has used 74% of the FY2021-2022 budget and should sit at the current budget of \$205,000 for FY2022-2023.

c. Probate Judge (Shiver) – Probate Court is coming in under budget for the end of FY22. There is no operational cost increase nor spending increase. Probate Judge had two requests for FY2022-2023, she stated neither will be budget impacting, meaning she is not requesting additional funds over her budget. 1) Optional Expense Allowance (\$200 per month or \$2400 per year) to be used for incidentals. 2) Requested 5% merit increase for her Deputy Clerk, which is an increase of \$0.64 per hour. The Clerk is currently making \$12.84/hour, the increased amount will be \$13.84 (\$111.28 per month or \$1,335.36 per year). All Constitutional Officers will receive a salary increase from the State in the amount of \$5,000, which is included in the budget. Total budget amount for Probate Court for FY2022-2023 is \$134,984.00.

d. Tax Assessor (Waldron) – The major requests above prior year approved budget are to replace a functionally obsolete desk and worn out, unsafe stools, proper implementation of the County salary study and hiring of an additional appraiser. Department of revenue (2020) notes the county is not meeting IAAO staffing standards and recommends one additional appraiser. Additional training cost have been requested in the upcoming budget. The total budget including salary for upcoming FY2022-2023 is \$333,852.

e. Fire Department (Chief Catlett) – Thanked the Board for having a vision and moving forward with Phase I; and now time to move forward with Phase II. Requesting three Fire Fighters to have two-manned stations and add a training officer. Turn out gear needs replacing. Current fiscal year budget is \$723,271 upcoming proposed budget \$965,752.

f. Known Capital Considerations (McKinney) – Substantial considerations should be given for vehicles, 7 are needed, 3 at Ag Building, Building Inspections, and Zoning and 2 at Tax Assessors Office; county should be at a healthy point upon these vehicle purchases. Administrator will work with the numbers for the Board review,

**B. Regular Meeting Agenda Review – June 6, 2022** – The Board reviewed/discussed the agenda for the regular meeting.

**4. INVITED GUESTS**

**B. Jimmy Smith – Thomasville Solid Waste** – was added

**5. REPORTS FROM COMMITTEES & DEPARTMENTS**

Jason Montesano – Building and Permits was added to present new schedule of permit fees.

**8. NEW BUSINESS - Items added to the agenda:**

**G. Naming Buildings Resolution**

**H. Road Abandonment (Old Pavo & Giddens Road)**

**10. Executive Session** – Board went into executive session on the motion by Mr. Maxwell, seconded by Mr. Larko at 7:08 pm.

The Board went out of executive session on the motion by Mrs. Exum, seconded by Mr. Maxwell at 8:13 pm.

No action was taken.

**11. Adjournment**

On the motion by Mr. Maxwell, seconded by Mr. Larko, the Board adjourned the special called meeting/work session at 8:14 p.m.

Mr. Patrick Folsom, Chairman

Ms. Jessica McKinney, County Administrator

Ms. Patricia A. Williams, County Clerk