

The Brooks County Board of Commissioners met for a Special Called Meeting/Work Session Monday, January 29, 2024, at 5:15 p.m., at the Brooks County Administrative Building, in the Commissioners Meeting Room, located at 610 South Highland Road, Quitman, GA. Commissioners present were: Mr. Patrick Folsom, Chairman, Mr. James Maxwell, Vice Chairman, Mrs. Myra Exum; Mr. Willie Cody; and Mr. Larko. Others present were Ms. Jessica McKinney, County Administrator; Ms. Patricia Williams; County Clerk; Ms. Kim Daniels; and Mr. Jason Kemp, County Attorney, and various residents.

SPECIAL CALLED MEETING

1. **CALL TO ORDER** – Chairman called the meeting to order.

A. PRAYER/PLEDGE – Mr. Larko led all in attendance in prayer and pledge of allegiance.

Chairman requested an amendment to the agenda. The agenda was amended on the motion by Mrs. Exum to move item F (b), Mr. James Warren, to 1 (B), to replace Judge Crosby, Magistrate Court, and to add Personnel to the Executive Session, seconded by Mr. Larko. The vote was unanimous.

B. Road Department Services Bid – James Warren – An RFP was put out for Road Department Services. One bid was submitted by Mr. James Warren. Other potential bidders showed interest but did not submit a bid. Chairman opened the bid for questions from the Board. The submitted bid for the Road Department is for “labor only” in the amount of \$1,697,004.04 for maintenance, staff, equipment and 15 to 20 employees. Mr. Warren stated he did not include materials because he does not know what materials are involved. The current budget for the Road Department is \$1.8 million minus \$100,000 for cutting, leaving a balance of \$1.7 million. Mr. Warren stated that if he can get the spending for previous years provided, he can provide better information. Mrs. Exum stated she needs a copy of the bid to review before asking questions, therefore, she is not prepared to vote tonight. No action was taken.

C. Judge Crosby – Magistrate Court – Request for Approval of Full Time Clerk Position – Judge Crosby appeared to request the Board consideration to approve a full time Clerk Position; stating that the State has changed the reporting. There were 16,000 cases reported; but after going through the list, the actual cases are less than 1,000. He stated he needs help in the office to keep up with the additional workload. He has a Civil Clerk and Criminal Clerk; but needs a Clerk in the office. The Board questioned where the funds will come from. County Administrator stated the only place it can come from is contingency fund. The Magistrate Court budget will increase by \$12,000 for the remainder of the current budget year. But he has funds in the budget he can move around in the travel line and computer maintenance line item. Judge Crosby stated he will need approximately \$6,000. Mrs. Exum recommended to table until the February 5th meeting, to get accurate numbers and amount needed.

D. County Holidays Schedule – Mrs. Exum stated that there are discrepancies in the past holiday schedule for 2023. The PP&P states both Christmas Eve and Christmas Day are observed holidays. Christmas Eve was on a Sunday and Christmas Day on Monday. County employees only received Monday off and confused employees. Human Resources, Ms. Kim Daniels, commented that we follow the State holiday schedule and took out Christmas Eve, due to Good Friday being added and observed. Further, it caused confusion with Christmas Eve falling on a Sunday. Ms. Daniels stated she sent out memos regarding the holiday. This caused Christmas Eve to be switched for adding Good Friday. Mrs. Exum questioned who made the change, the Board was not aware and recommends that the Board look at the holiday schedule. Mr. Cody commented that he thinks it is a joy to have holidays after working and have time to spend with the family. Mrs. Exum emphasized following the policy as set forth.

E. Washington Street Gym – Jesse Bush, 12 Stones Engineering Company, Inc., presented a proposal for Washington Street Gym for engineering services for foundation and shoring design for gym timber frames. The structural design services include providing framing plan to temporarily shore up timber frames with light gage steel framing and cables. Provide foundation drawings to remove the concrete beneath the existing timber frame and pour footer; providing upgraded connection between frame and concrete above grade to minimize future water damage and stabilize existing timber frames. The structural design fee is \$5,300.00. Mr. Bush stated 12 Stones Engineering will do the proposal and prepare an RFP to put out to bid. On the motion by Mr. Maxwell, seconded by Mr. Cody, the Board approved the proposal presented for the work at Washington Street Gym in the amount of \$5,300.00. Chairman called for the vote. Mr. Maxwell, Mr. Cody, Mr. Larko and Chairman Folsom voted in favor. Mrs. Exum voted no, stating she has not had time to review the proposal. The vote was 4 to 1.

F. Fire Chief – Proposal to Replace Wrecked Fire Truck – The 2020 Rosenbauer single cab pumper (Engine 12) was involved in an accident. Two Firefighters were injured as a result of the accident. One Firefighter sustained minor injuries and should be back at work soon. The other Firefighter was not so fortunate he sustained injuries to his neck and shoulder; but is expecting full recovery in three to four months. The pumper is a total loss and has damage to some of the equipment that is carried on the pumper. We are required to have a Class A Pumper in all our stations to be compliant. Currently, we do not have any reserve trucks to replace Engine 12. Chief Weeks provided information on available pumpers for purchase:

1. Fouts Brother 4-Door Commercial Cab 1500 GPM Pumper - \$385,000.00, five-year warranty on the drive line, 1000-gallon tank, 10-year warranty on the body and plumbing and financing for 10 years at \$52,046.00 per year (first payment due in one year).

2. E-One 2-Door Commercial Cab 1500 GPM Pumper - \$415,000.00, 1000-gallon tank, one-year bumper to bumper warranty, five-year warranty drive line, 10-year warranty

on the body and plumbing, and financing for 10 years at \$58,079.00 per year (first payment due in a year).

3. Rosenbauer 4-Door Custom Cab 1500 GPM Pumper - \$588,000.00, 1000-gallon tank, one-year bumper to bumper warranty, five-year warranty drive line, 10-year warranty on the body and plumbing, and financing for 10 years at \$78,383.00 per year (first payment due in a year).

Chief Weeks stated that the department needs a Tanker, he included the information; and is searching for grants to help with funding.

4. Fouts Brothers Tanker – 2 Door Commercial Cab - \$390,000.00, 3000 gallons, 1250 GPM pump, same warranty, and financing for 10 years at \$52,772.00.

We do not have the evaluation for loss from Travelers Insurance yet to determine what monetary amount will be received. After further discussion, Mr. Maxwell made a motion to approve the purchase of the Fouts Brother 4-Door Commercial Cab 1500 GPM Pumper for \$385,000.00, funds to come from the capital purchase budget, Mr. Larko seconded. Chairman called for the vote. Mr. Maxwell, Mr. Cody, Mr. Larko, and Mr. Folsom voted in favor. Mrs. Exum opposed, stating she had not read the specifications, and did not receive them in time.

G. Road Maintenance

a. 2024 LMIG – 12 Stones Engineering – Mr. Jesse Bush provided information regarding the 2024 LMIG Project List. The previous project list consisted of 12 roads for a total of 9.98 miles, with a total cost of \$1,927,000.00. Discussion began on funding and where funds will come from. GDOT is providing \$794,554.60 in funding and the county's match is 10% (79,455.46), for a total of \$874,010.06. Mr. Bush recommended reducing the project list to the most needed roads. After further discussion, on a motion by Mrs. Exum, seconded by Mr. Larko, the Board unanimously approved the 2024 LMIG project list to be submitted as presented to GDOT for approximately \$1,047,000.00 for the following roads:

1. Burton Road (4 sections)
2. Dixie Road
3. Stewart Road
4. Parkview Circle

Where the funds will come from will be designated by the Board upon receiving account balances information.

2. WORK SESSION

A. Regular Meeting Agenda Review – February 5, 2024 – The Board reviewed/discussed the agenda for the upcoming meeting.

Personnel and Real Estate will be added under the Executive Session.

Magistrate Court Judge request for full time Clerk position will be placed under Old Business.

The County Auditor will be added to Old Business.

New Business additions: Bid for Acoustic at Ag Building Venue and Beer & Wine Application.

Public Comments: Edward Lamons will be deleted.

3. EXECUTIVE SESSION – This item was tabled until February 5th regular meeting on motion by Mr. Larko, seconded by Mr. Maxwell.

4. ADJOURNMENT

The Board adjourned at 7:30 pm, on the motion by Mr. Maxwell, seconded by Mr. Maxwell.

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