

The Brooks County Board of Commissioners met for a Special Called Meeting/Work Session/Executive Session on Monday, May 23, 2023, at 5:15 p.m., at the Brooks County Courthouse, in the Courtroom Room, 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 Ms. Jessica McKinney, County Administrator; Ms. Patricia Williams; County Clerk; Ms. Kim Daniels, Human Resources; and Mr. James Burchett County Attorney via telephone, 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 called for an amendment to the agenda. On the motion by Mr. Maxwell, seconded by Mr. Cody, the Board amended the agenda to add Item E, Grand Opening of Station #2 Fire Station in East Brooks.

**A. Road Department - RFQ** – Two RFQs were submitted for contractual services at the Road Department, CWS and ESG. The evaluation matrix is complete, and the scores are quite consistent. There were three sections to the evaluation which included: Company Information and Experience, Operations and Maintenance Plan, and Project Delivery Personnel Experience and Transition Plan. The total points scored were: CWS 298 points and ESG 293 points.

Commissioner Larko inquired as to why and RFQ (Request for Qualifications) was done? Mr. Larko and previously suggested that the RFQ be put on the County's website. Administration responded that his feedback was noted and being addressed, the RFQ will be placed on the website. CWS has locals in the area and are more county oriented, whereas ESG is more affiliated with municipalities. The question as to cost was addressed due to the cost not being in their RFQ packet. Administration advised the Board that once they know how the contract is written, the fees will be determined. County Attorney added that the scope of the project will ask for an amount to be submitted as to the request of the Board, the Board determines who will write the scope. Administrator stated the quality of work has not always met the scope of work. Mr. Burchett, County Attorney, informed the Board they are not bound to use the submissions until a contract is signed. Mr. Maxwell stated that both companies offer a good benefit package, are concerned about current employees at the Road Department, and both have a good quality of work.

After further discussion, Mr. Maxwell recommended the Board does not have to choose tonight but write a plan and provide it to CSW and ESG. County Attorney added that we can develop an RFP (Request for Proposal) put out to bid to both and when the

numbers come back, the Board determines who the contract will be awarded to. Mr. Larko reiterated to put out to CSW and ESG and let them provide a bid.

**C. Community Heart & Soul Support Letter** – During the regular meeting, April 24, 2023, Ms. Stephanie Williams, Development Authority, again presented and requested support from Brooks County for the Community Heart & Soul Program. The County Attorney stated he will investigate it further and prepare a letter of support. Mr. Larko made the motion to approve as written to support the Development Authority in their endeavor for Community Heart & Soul, Mrs. Exum seconded. The vote was unanimous.

**D. CD Accounts** – Financial Advisor, Mr. Brewer Bentley, for the CD accounts with Edward Jones Investments, explained to the Board how well the accounts have benefited in the past years under his advisory. Mr. Bentley is no longer with Edward Jones. He is currently with AMB (Allen, Mooney & Barnes) Wealth Management Investment Banking Client Services out of Thomasville, GA, but his office will be in Quitman. He stated that Edward Jones does not understand the scope of doing business with Brooks County. AMB is specifiable with Brooks County as they manage accounts for local governments such as Tifton and Macon, GA, and is right for families and Brooks County. Mr. Bentley stated that he wants to deliver value back to Brooks County and would like to see it continue. The question was asked if it would hurt to transfer the CDs from Edward Jones to AMB? He assured the Board that if the CDs are transferred from Edward Jones the accounts will not miss a penny of accrued interest, will not be penalized, or experience any loss. Mr. Larko was ready to make a motion. Mrs. Exum stated she wants to make sure this would be in the best interest of the County, she would like to think about it, as it was just presented tonight. Administrator advised Mrs. Exum that she can provide copies of the current statements to the Board. Chairman stated he respects Mrs. Exum's request and would allow time for her to review; and add to the regular meeting agenda on June 5, 2023.

**Station #2 Grand Opening** – The Board discussed doing a grand opening at the new Fire Station in East Brooks (Station #2). Chief Catlett will initiate the event, stating this will let the citizens in the area know they have a fulltime fire department in the area. The event will be held on a Saturday; will be food and fun activities for children. The cost is not to exceed \$1,000.00.

## **2. FY2023-2024 BUDGET WORKSHOP**

**A. FY2023-2024 Budget** – County Administrator provided a copy of the Revenue & Expenditure Statement for July 1, 2022 to May 23, 2023, for Board review stating that it serves the purpose of the year closing and going into a new year. Revenues are up and is \$31,600.00 from the projected budget. Administrator pointed out certain line items in the statement:

- \$70,000.00 in Expenditure under Governing Body – will be balanced out in salaries.
- \$214,357.79 overtime in Administration - will be balanced out at the end
- 212,460.20 Ag Building Construction – will transfer off

- Property insurance is up with addition of Ag Building
- Attorney fees are increased.
- There will be a 20% increase to employee benefits for renewal due to 2023 claims, over \$50,000.00 in ER visits, over \$109,000.00 pharmacy that is free to employees, high-cost claims, and employees with multiple claims.
- Department Heads do not have a lot of requests, their departments have been increased for the past three years.
- Elections requesting salary increase, they have received an increase.
- The Sheriff is requesting funding to replace Tasers, approximately \$131,000.00, which can be set up on payment plan for five years.
- Discussion of work/improvements at the Jail, received a quote of approximately \$500,000.00.

Administration reminded the Board of the monitoring of the Landfill is coming to an end soon. The monitoring of 30 years will terminate soon. The Landfill belongs to the City of Quitman. The Board will need to determine whether to continue to oversee the Landfill or give it back to the City of Quitman.

**B. Discussion – Mowing Equipment – Robert Vann** – Mr. Vann presented quotes for mowing equipment.

Ag Pro – Green Tec Quad Saw, \$29,200.00, pricing includes shipping, installation, and training employees on the use of equipment, third function valve installed, four replacement blades, and a two-year warranty.

Nelson Tractor Company - located in Louisiana, Green Tec Quad Saw, \$27,820.00, includes shipping, installation, and training employees on use of equipment, and two-year warranty.

After discussion, the motion was made by Mr. Maxwell, to proceed with purchase of equipment from Nelson Tractor Company in the amount of \$27,960.00, funds will come from Contingency Fund, Mr. Larko seconded. The vote was unanimous.

### **3. EXECUTIVE SESSION – Personnel**

On the motion by Mr. Maxwell, seconded by Mr. Larko, the Board went out of special called/work session and went into executive session at 7:05pm.

On motion by Mrs. Exum, Mr. Larko seconded, the Board went out of Executive session at 8:15pm and returned to the work session.

### **4. WORK SESSION**

**A. Regular Meeting Agenda Review – June 5, 2023** – The Board reviewed/discussed the agenda for the upcoming regular meeting.

**NEW BUSINESS** – Added – Item B: SGRC – Vacancy on the Executive Committee for Local Chief Elected Officials of Southern GA

Item C. CD Accounts – Transfer of Accounts

**5. ADJOURNMENT**

The Board adjourned at 8:46 pm, on the motion by Mr. Maxwell, seconded by Mr. Larko.

Mr. Patrick Folsom, Chairman

Ms. Jessica McKinney, County Administrator

Ms. Patricia A. Williams, County Clerk