

The Brooks County Board of Commissioners met for its Regular Monthly Meeting on Monday, May 6, 2024, at 5:00 p.m., in the Commissioners Meeting Room, located at the Brooks County Administration Building, 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. Lee Larko. Others present were Ms. Patricia Williams, County Clerk; Ms. Kim Daniels, Human Resources, Mr. Jason Kemp, County Attorney; and various residents.

1. PUBLIC HEARING – Brooks County and Cities of Barwick, Morven, Pavo, and Quitman Hazard Mitigation Plan Update – Mr. James Horton, Southern Georgia Regional Commission, presented the updated Hazard Mitigation Plan. Mr. Horton stated that the plan is an extensive hazard plan with the assistance of the Steering Committee that included County employees, citizens, City employees, department heads, members of the community. Upon the approval of the Resolution for the updated Hazard Mitigation Plan (HMP), it will be sent to the Department of Community Affairs (DCA).

A sign-in sheet was provided. No one spoke either for or against the Plan. Chairman closed the public hearing and went into the regular meeting.

2. CALL TO ORDER – Chairman called the meeting to order.

Prayer & Pledge of Allegiance – Pastor Nick Hampton, Brooks County Ministerial Association, led all in attendance in prayer and pledge of allegiance.

3. APPROVAL OF MINUTES

On the motion by Mr. Larko, seconded by Mr. Cody the Board unanimously approved the following minutes with a change to the minutes of the special called meeting held April 29, 2024:

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| A. Regular Monthly Meeting | April 1, 2024 |
| B. Special Called Meeting | April 8, 2024 |
| C. Special Called Meeting/Work Session | April 29, 2024 |
| D. Executive Session | April 29, 2024 |

Mrs. Exum made a motion to amend the agenda under the Consent Agenda to add discussion on hiring an accounting firm, Mr. Larko seconded. The vote was unanimous.

4. INVITED GUESTS – (5 MINUTES)

A. Brooks County Hospital Authority – Mr. Ramsey, Chairman, updated the Board of things going on with the Authority, and changes to help citizens. Currently, there are four members on the Authority. They are trying to figure out how to stagger the terms. The Commissioners makes recommendations for potential members and the Authority confirms them. Commissioner Exum inquired about the qualifications and specifications. Mr. Ramsey stated the appointments are not

by district but must live in the county. They are moving to more professional than medical. The County Attorney is preparing a draft of the By-Laws.

- B. Cathy Parker – Philanthro Films – Update** – Ms. Cathy Parker, CEO Philanthro Films, presented an update to the Board. A premier studio and soundstage campus is planned for South Georgia (South Georgia Studios), it is a 112-acre owned site and is Georgia Ready for Accelerated, the sound bank is ready to go with dedicated audio and post-production facility. Philanthro Films is a 501C3 charitable entity dedicated to entertainment workforce development throughout South Georgia. They have instructors partnering with 10 school districts, student film camps provided throughout the year and community workshops including scriptwriting, background acting, and audio drama. The Georgia Film Academy opening summer of 2024.

The objective is the film office in Brooks County serves as a central point for attracting, supporting, and facilitating film and television productions in partnership with Philanthro Films, county economic development authorities, and South Georgia film-centric businesses such as South Georgia Studios and CineVantage. The vision is to transform South Georgia into a recognized and preferred location for the creative economy, offering unparalleled support, facilities, and incentives.

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

- A. Brooks County Extension Office – 4-H Presentation DPA Participants – Haley Clark**
Mrs. Haley Clark, Brooks County 4-H Agent, presented certificates and pens to 12 students that participated in the Southwest District Project Achievement competition on March 16, 2024, in Perry, GA. The students chose a topic of interest to research and then wrote speeches and conducted demonstrations to share the information they learned with others. Brooks County was well represented at the competition. We had a total of 12 competitors and all 12 students placed either 1st or 2nd in their competition categories. Mrs. Clark thanked and commended the parents, stating they spent a lot of time with the competitors.
- B. Brooks County 911/EMA – Director LaToya Hampton** – Ms. Hampton provided an update for 911/EMA for April 2024:
- There were 1,681 calls received.
 - Two Dispatchers State Certified on May 3, 2024.
 - Telecommunications week was from April 15-19, 2024.
 - Commended dispatchers for assisting and staying over to help new employees during the flood.
 - **EMA:** April 11, 2024, was the busiest day with the flood and flooded roads and properties and vehicle damages but not enough to be declared a disaster.
 - 12 properties were flooded, the severity of the damages was not enough to use American Red Cross. Everyone was reported personally by me.

- Quitman received 8.25 inches of rain, Morven received 5-6 inches, and Dixie reported 6 inches of rain.
- Worked closely with the Fire Department, Road Department, Sheriff Department, Brooks County School System, City of Quitman, and all municipalities.
- National Hurricane Season will begin June 1- November 30, 2024, prediction will be busy. May 5 – May 11, 2024, is National Hurricane preparedness week. Will post daily to our EMA page on how to prepare.
- Continuing weekly meetings with FEMA regarding Bethlehem Primitive Baptist Church on Monday mornings at 10:00 am to find EHP certified contractors to remove the tree and repair the church to pre-storm conditions.
- Working to complete the EMPG Grant. The goal is to purchase laptops, plum cases with phone and internet if we need to evacuate the center, we will still be able to function.
- Completed the Hazard Mitigation Plan Update.

C. Brooks County Fire Department – Chief Weeks – Was not present but provided report for April 2024 for activities/projects with the Brooks County Fire Department.

- Responded to total of 68 calls for service, 23 medical calls, 21 canceled/nothing found, 0 structure fires, 2 brush fires, 5 MVA, 1 vehicle fires, controlled burns 2, brush fires 2, 1 fire alarms, 6 trees down, 0 extrications, 3 water emergency, and 3 other calls.
- **Training:** Scenario based drills for firefighting, Incident Management, and incident command.
- **Update:** No new updates.
- **Budget:** Still in progress.
- **Inventory:** Have completed the logging of all Turnout gear, SCBAs, Cylinders, Hose, and radios.
- **Annual Maintenance:** Hose testing completed and starting annual Pre-plan visits.
- **Employee Update:** Ethan Wade has been released pending further developments.
- Trevor Kellogg Yocum has been released due to his inability to continue his job as a Firefighter after nine months of rest and physical therapy.
- Devan Cherry has been released because he hurt his back in rookie school and voluntarily withdrew.
- Zachary Wester is still in rookie school and has passed his FF1 exam.

D. Brooks County Public Works Department Report – Project Manager -Kyle Christian
Kyle Christian, Project Manager, reported for April 2024:

- 320 work orders, 176 of those were from the storm.
- 140 work orders are completed, continue to find more and more.
- Addressing problems from the past weekend rain requires major road work.
- Provided the Board with a report by District.

6. CONSENT AGENDA

A. Accounting Firm Recommendation – Chairman and Commissioner Exum met with Roger Nixon, II, of CKH CPAs & Advisors of Atlanta, GA., regarding support for our Finance Department to assist and provide guidance with the County's FY2024-2025 Budget. Commissioner Exum commented that the firm will come to provide financial support to our staff and get us where we need to be with the budget, see what route we need to take, and perform an audit. The firm is approved by ACCG. Commissioners Maxwell and Cody agreed with the recommendation by Commissioner Exum. The Board unanimously approved to proceed with CKH CPAs & Advisors to come in and assist the County staff with financial support and the budget preparation, and funds will come from the Contingency Fund, on motion by Commissioner Exum, and seconded by Commissioner Cody.

7. OLD BUSINESS - NONE

8. NEW BUSINESS

A. Adoption of the Resolution for the Brooks County Updated Hazard Mitigation Plan the Plan update has been developed following the Disaster Mitigation Act of 2000, which requires local governments to have an approved Hazard Mitigation Plan addressing natural hazards as a condition of receiving future federal disaster assistance. The Board adopted/accepted the Resolution of the Brooks County Board of Commissioners Pursuant to the Disaster Mitigation Act of 2000 Authorizing Adoption of the Brooks County Hazard Mitigation Plan on a motion by Mr. Larko, seconded by Mr. Cody. The motion carried unanimously.

B. Proclamation Designating September as Ovarian Cancer Awareness Month Administration received an email from Ms. Melissa Holloway, an ovarian cancer survivor and Ovarian Cancer Research Alliance (OCRA) grassroots Advocate Leader representing Georgia, requesting support from the Brooks County Commissioners for Georgia's ovarian cancer community during September, Ovarian Cancer Awareness Month. Specifically, she is requesting sponsorship of their proclamation for Ovarian Cancer Awareness Month. The vote was carried unanimously on the motion by Mrs. Exum, seconded by Mr. Larko, to approve sponsorship of the proclamation designating September as Ovarian Cancer Awareness Month. The Proclamation was signed by the Board of Commissioners.

C. Legacy Behavioral Health Services – Community Service Board Appointment

Ms. Pamela Cartwright, Legacy Behavioral Health Services, submitted a letter requesting the re-appointment of Ms. Gerry Folsom to fill the county government position to the Community Service Board for Legacy Behavioral Health Services. Ms. Cartwright is requesting and recommends the re-appointment of Ms. Folsom to serve

On the Board for an additional three-year term until March 30, 2027. Ms. Folsom has The willingness to serve their consumers to meet their mission in serving those

individuals with mental illness, developmental disabilities, and addictive diseases. Mr. Cody made the motion to re-appoint Ms. Gerry Folsom to serve on the Community Service Board for Legacy Behavioral Health Services for an additional three-year term, expiring March 30, 2027, Mrs. Exum seconded. The vote was carried unanimously.

D. Award Bid – Bids Submitted by Scruggs Company & James Warren and Associates – The bids were opened during the special called meeting held April 29, 2024. Copies of the bids were provided to the Board. 12 Stones Engineer, Mr. Nick Clark, reviewed the bids and addressed the errors. Bids were received from Scruggs Company and James Warren & Associates for following storm drain projects:

1. Pidcock Road & Simpson Road Storm Drain
2. Carter Road & Old Thomasville Road Storm Drain
3. Rodgers Lane & Wooten Lane Storm Drain

Scruggs Company total bid amount: \$391,784.76
James Warren & Associates total bid amount: \$431,243.00

Bid amount difference: \$39,458.24

Mr. Larko motioned to award the bid to The Scruggs Company in the amount of \$391,784.76 for the storm drain projects for Pidcock Road & Simpson Road, Carter Road & Old Thomasville Road, and Rodgers Lane & Wooten Lane, the funds will come from the TSPLOST Fund Account, Mr. Cody seconded. The Board voted unanimously.

E. Brooks County Health Insurance Renewal – Kim Daniels – Human Resources
Human Resources Coordinator, Ms. Kim Daniels, has diligently worked to get quotes for the County's health insurance renewal, but has not had any success in receiving quotes. Ms. Daniels stated that we are 60 days from the renewal date. County Attorney advised that we do not have to do an RFP for bids. After discussion, Mr. Larko motioned to table until next month, Mr. Cody seconded. The vote was carried unanimously.

Chairman allowed Mr. Bivins Robinson, Robinson Agency, Inc., five minutes to speak regarding what his insurance company has to offer. He provided information about what his company has to offer to the employees. The company mainly offers permanent life insurance at a great rate. Payroll deduction is the only option due to many people not having a credit card or a checking account to have drafted each month. Mr. Robinson stated that the kicker is that once they write only seven employees life insurance, then they and the rest they write up will have "Guaranteed

Issue". Chairman advised Mr. Robinson that Ms. Daniels will review and tabled until next month meeting.

F. Discuss/Authorize – An Authorizer of Administrator Limits for Purchase & Add Second Check Signer – In lieu of the County Administrator's resignation, the Board will need to authorize an Authorizer of Administrator limits for purchases for any spending above \$1,000.00 threshold until an Administrator has been hired; and then Ms. Daniels would be released. On the motion by Mr. Larko, seconded by Mr. Cody, the Board unanimously authorized Ms. Kim Daniels, HR Coordinator/Procurement Officer, as the authorizer for spending limits above the \$1,000.00 threshold until an Administrator is hired; and then will be released.

The Board also needs to authorize a second signer to add to the bank accounts (Ameris Bank) to sign checks and assist County Clerk with the new Positive Pay fraud prevention transactions that require two authorizations with Ameris Bank. Mr. Larko made the motion to authorize Ms. Daniels to be added as a second signer for checks and online transactions with Ameris Bank for the Positive Pay fraud prevention, Mr. Cody seconded. The vote was unanimous.

G. Road Department – Equipment Quotes – Mini Excavator & Jetter – Kyle Christian, Project Manager – Mr. Kyle Christian provided quotes for a mini excavator:

1. Linder Turf & Tractor, Valdosta, GA – \$64,600.00 – Kubota Excavator w/ Rubber Tracks/Canopy/Angle Blade – Includes 24" Quick Attach Trenching Bucket with Basic warranty for 24 months/2000 hours, rubber track warranty for 12 months/1000 hours.
2. Linder Turf & Tractor, Valdosta, GA - \$58,600.00 – Kubota Excavator w/ rubber tracks, ROPS, and angle blade – includes 24" QA Trenching Bucket.
3. Tractor & Equipment Co. - \$63,036.00 – New Komatsu PC45MR-5 Mini Hydraulic Excavator as follows: Rops Canopy, rubber tracks, 24" bucket, 36" ditching bucket, 8'8" Boom, 5'7" arm, blade, Komatsucare (3 years/2000 hours scheduled maintenance) and Komtrax monitoring. Warranty: 12 months standard, no charge travel time and mileage on warranty claims. The Board added purchase for a Thumb attachment for an additional \$2,500.00, total cost will be \$65,536.00.

Mr. James Warren was asked by the Board for his opinion, he stated he has not used a Kubota but uses the Komatsu and thinks it is better equipment. Mr. Christian commented regarding whether the purchase could be storm related and purchased with FEMA funds. Ms. Hampton, 911/EMA Director, will check with FEMA. The motion was carried unanimously by Mr. Larko, and seconded by Mr. Cody, to approve the purchase of the New Komatsu PC45MR-5 Mini Hydraulic Excavator in the amount of \$65,536.00 from the TSPLOST fund account.

H. Hempstead Venue – Noise Complaints – Sheriff Dewey – Sheriff Dewey asked this item to be tabled, until he meets with the owner. Mrs. Exum tabled the item until next month's meeting, Mr. Larko seconded. The Board voted unanimously.

9. PUBLIC COMMENTS – (5 MINUTES) - NONE

10. ADMINISTRATION/ELECTED OFFICIALS UPDATES

A. County Administrator Updates

B. Commissioners Notes/Comments

- **Lee Larko (District 1)** – No comment.
- **Patrick Folsom, Chairman (District 2)** – No comment.
- **Willie Cody (District 3)** – Inquired about Coleman Road and Son Wright Road
- **Myra Exum (District 4)** – Asked for prayers for Magistrate Court Judge, David Crosby who is in the hospital.
- **James Maxwell, Vice (District 5)** – No comment

12. ADJOURNMENT

Mrs. Exum moved to adjourn the regular meeting at 6:51 pm; Mr. Cody seconded.

Mr. Patrick Folsom, Chairman
Patricia A. Williams, County Clerk