

The Brooks County Board of Commissioners met for its Regular Monthly Meeting on Monday, December 2, 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 Mr. Buddy Johnson, County Administrator; Ms. Patricia Williams, County Clerk; Ms. Kim Daniels, Human Resources, Mr. Jason Kemp, County Attorney; and various residents.

**1. PUBLIC HEARING – NONE**

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

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

**3. APPROVAL OF MINUTES**

Mr. Maxwell made the motion to approve the following minutes, seconded by Mrs. Exum, the vote carried unanimously.

A. Regular Monthly Meeting

October 7, 2024

**4. INVITED GUESTS – (5 MINUTES) - NONE**

**5. CONSENT AGENDA – One Motion for Approval on All Items**

**A. Circuit Public Defender Office – Renewal Contract – Continuance of Public Defender Services** – The Administration Office received renewal contracts from the Circuit Public Defender Office to be signed for continued public defender services through 2025. The contract does not affect the budget. Mrs. Exum made the motion to approve the contract for continuing of public defender services, Mr. Cody seconded. The motion carried unanimously.

**6. FORMAL ACTION REQUESTS – Commissioners Discussion with Action**

**A. Approve/Disapprove – Close Depository Accounts No Longer Active – Requester – Janice Jarvis – Finance Director** – Finance Director is requesting Board approval to close Brooks County Depository accounts that are no longer active and should be closed. On a motion by Mr. Larko, seconded by Mr. Maxwell, the Board unanimously approved/authorized the closing of the following depository accounts that are no longer active:

2009 JAG Grant Award	\$0.00
Authority for OneGeorgia Award	\$0.00
Brooks County 1% Sales Tax #5	\$0.00
Brooks County CARES	\$0.00

CDBG 2002	\$0.00
County Wide Recreation	\$0.02

**B. Approve/Disapprove – Seven Enterprise Leases for 2025 Sheriff’s Office Vehicles – Budgeted Item** – Enterprise Fleet Management sent Lease Rate Quotes for seven vehicles for the Sheriff’s Office. The motion was approved unanimously with Mr. Maxwell making the motion and Mr. Larko seconded to approve the Lease Rate Quote from Enterprise Fleet Management for the following seven vehicles for the Sheriff’s Office:

- 2025 Ford F-150 Police Responder (1)
- 2025 Ford F-150 Police Responder (2)
- 2025 Dodge Durango (2)
- 2025 Ford F-150 Police Responder (2)

**C. Approve/Disapprove – Request for Funding – Natalie Singletary** – Per the Board’ request during the previous meeting, Mrs. Singletary provided a budget for the requested funds. Mrs. Exum motioned to move this item to the work session stating that she is not prepared to vote on this tonight. The Board questioned the 40% administration fee (salary compensation). Mrs. Singletary stated that she is an independent contractor and a non-profit Director, according to the IRS she can be compensated the 40%. She stated that she does not get the entire 40%, because she must hire and compensate others to assist her. She informed the Board that she is trying to get funding a different way and is in the process of applying for a grant, and is willing to withdraw the request, but will not know if she is awarded until around March 2025. The Board expressed their concerns regarding the legality of the funding and does not want to jeopardize anything and does not want her to think that the Board does not want to feed children. The Board advised it will be on the next agenda for further discussion.

**D. Approve/Disapprove – Solar Moratorium Extension** – The current Solar Moratorium expires February 4, 2025. Mr. Larko stated that an additional six-month extension will give the Committee a chance to strengthen the Ordinance. Mr. Larko motioned to approve an additional six-month extension, expiring August 5, 2025, Mr. Cody seconded. Chairman called for the vote. Mr. Folsom, Mr. Maxwell, Mr. Cody, and Mr. Larko voted yes. Commissioner Exum abstained from voting.

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

**A. Brooks County Finance Director Report – Janice Jarvis** – Finance Director, Ms. Janice Jarvis provided the Board with a monthly financial report for November 2024, of General Fund Revenue and Expenditure Budget vs. Actual. Ms. Jarvis stated that normal expenditure and revenue collection percentages for the end of November 2024 is 41.65%. The property tax collections are approximately 89-90% of the anticipated current year for FY24-25. The Accounting Firm, CKH, is continuing to move forward with the FY2023 fund reconciliations and made an in-house visit on November 20, 2024. At that time, CKH staff

stated that they had two additional accounts to reconcile and estimated them to be done in approximately one week. The goal is to have all payroll information entered in the financial system no later than the end of December.

### **B. Brooks County 911/EMA Department Report – Director LaToya Hampton**

**911** – Received 1846 calls for November 2024.

- Hurricane Season last day was November 30, 2024.
- FEMA will come and assess the damage to the Brooks EOC and the Brooks Fire Department Station #10 and #20.
- FEMA was at the Ag Building for three days for a DRC (Disaster Recovery Center) to meet with citizens face to face.
- FEMA are still in our community. They have visited 5348 homes in the county so far. They will remain here until they see the need for help decrease.
- USA Corps contacted me today with new contact and advised they have been in the county since Monday on the north end; and today they are on the east side near Shady Acres, Brooks Cove Drive and Yamasee Circle.
- The Corps and Engineer are meeting to discuss their route and schedule to let us know how they plan to complete. They thought they would be done in a week; but have determined it may take longer; and will bring in more trucks and men to get this mission completed.
- FEMA GEMA and EHP have been meeting with me bi-weekly; and have started with our PA from ERAssist to start submitting numbers to the CRC to reimbursement to our county.
- Emails sent out today for AAR meeting in the EOC on December 12, 2024, at 10:00 am to discuss events before during and after the hurricane and how to prepare for better in the next event.

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**C. Brooks County Fire Department Report – Chief Weeks** – Chief Weeks was not present but provided an update on activities for the Fire Department for November 2024:

- Brooks County Fire Department received 55 calls for service.
- Calls included one structure fire, two vehicle fires, had four brush fires, three fire alarms, no controlled burns, three power line/transformer, total of 19 medical calls, vehicle accidents were 11, no extrications; 10 canceled/nothing found, no trees were down, and had two other calls.
- **Structure Fires: 2000 Simpson Road** – This was a storage building and was a total loss with multiple ATVs involved.
- **Training:** Firefighter 2, Hazmat OPS and Pumper operations.
- **Updates:** Morven – Spoke with Chief Yates; he stated that they need to have their SCBAs serviced and inspected, but their expected date to leave the Coalition is January 1, 2025.

- **East Brooks** – My understanding is that they are meeting in January about what will be done with the station and equipment.
- **Employee Update:** Hired a new Fire Fighter with all his certifications. Placed signs around the County trying to attract new volunteers. Three people inquired about becoming volunteers; but no one has come by to complete an application. Captain Lanier has been moved from C Shift to a Monday through Friday position to work on inspections and training.
- **New:** Brooks County Fire Department and Quitman Fire Department are in the process of getting an automatic aid agreement. We have drawn up the specifications for the tanker and are waiting for a quote from Diversified Fabricators, Inc. We have already received two other quotes on stock tankers, but we know that DFI will be the least expensive. I am waiting for the third quote for Station #2 renovations so we can house EMS full time. Hoping to get it started before the end of the year.

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

- During November, the Road Department received 110 work orders and completed 99 work orders. Had some heavy rain which caused more falling trees and muddy roads; but we are working on these situations as we see them ourselves or have calls from residents.
- **District 1:** Graded roads, added material where it was needed to fix washouts, cleaned ditches and culverts, installed driveway pipes, and installed new road signs. Replaced pipe on Tillman Road and used four loads of clay. We have continued to remove topsoil from Tallokas Road to use in other areas.
- **District 2:** Built up roads, graded, cleaned ditches and culverts, installed new signs. Performed various clean ups on roads and right of ways, entailed removal of trees, debris, and added materials as needed. Picked up seven loads of debris from Garrett Road and multiple loads of debris from Dewey Road. Hauled away trees and debris from around the Courthouse.
- **District 3:** Built up roads, graded cleaned ditches and culverts, and repaired potholes. Worked on Hassell Road adding material, taking material, flat blading, and ditch work to make presentable.
- **District 4:** Continued to grade roads, clean ditches and culverts, install road signs, and add materials where needed for washouts. Worked repeatedly on Rizer Road, Connally Road, Jones Creek, Monument Church, and Jamar Subdivision.
- **District 5:** Graded roads, sign repairs, tree and debris removal, dug out ditches and added materials. Performed extensive work on Baden Road which included hauling away 10 loads of clay to be used elsewhere.

We had a good month considering we were still dealing with the aftermath of Hurricane Helene. There is still much debris on the road which is making many residents call to see when the debris will be picked up. We are working on roads and cleaning out ditches one road at a time. We are trying to do work on the work orders we have in-

house and are pairing them up with any new work orders in the same area. We are making progress. We will continue to keep Brooks County beautiful one road at a time.

**8. OLD BUSINESS - NONE**

**9. NEW BUSINESS - NONE**

**10. PUBLIC COMMENTS - (5 MINUTES) - NONE**

**11. ADMINISTRATION/ELECTED OFFICIALS UPDATES**

**A. County Administration Updates** – County Administrator Johnson reminded everyone of the Christmas Event on December 5, 2024, from 6pm to 8pm.

**B. Commissioners Notes/Comments**

- **Lee Larko (District 1)** – Reminded everyone to be safe and wished everyone Merry Christmas.
- **Patrick Folsom, Chairman (District 2)** – Informed everyone that Brooks County, City of Quitman, Chamber of Commerce, and Development Authority are working together on the upcoming Christmas Parade/Event. He stated the Courthouse will look different this year and will be a surprise. The date for the event will be December 5, 2024. Chairman also suggested creating a committee for events. The Solar Committee will meet November 14, 2024 @ 2:00pm.
- **Willie Cody (District 3)** – Solicited prayers from everyone for his loss of family.
- **Myra Exum (District 4)** – Wished everyone Merry Christmas, a prosperous New Year, pray for the Farmers, and hug your children tighter.
- **James Maxwell, Vice (District 5)** – Emphasized taking care of each other and being concerned.

**12. EXECUTIVE SESSION**

**A. Litigation** – The Board went into executive session at 6:16pm on the motion by Mr. Maxwell, seconded by Mr. Larko.

County Attorney updated the Board on pending litigations. No action was taken.

The Board went out of executive session and returned to the regular meeting at 6:33pm, on the motion by Mr. Maxwell and seconded by Mrs. Exum.

**13. ADJOURNMENT**

Mr. Larko moved to adjourn the regular meeting at 6:34 pm; Mr. Maxwell seconded.

Mr. Patrick Folsom, Chairman

Mr. James (Buddy) Johnson, County Administrator

Patricia A. Williams, County Clerk