

The Brooks County Board of Commissioners met for a Special Called Meeting/Work Session Monday, December 30, 2024, at 4:15 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. Lee Larko. Others present were Mr. Buddy Johnson, County Administrator; Ms. Patricia Williams, County Clerk; Ms. Kim Daniels, Human Resources, Ms. Janice Jarvis, Finance Director; and Mr. Jason Kemp, County Attorney, and various residents.

SPECIAL CALLED MEETING/WORK SESSION

1. CALL TO ORDER

A. Prayer/Pledge – Chairman Folsom asked County Attorney, Jason Kemp, to lead all in attendance prayer and pledge of allegiance.

B. Topics for Motion/Discussion

- **Petition for Refund Request – Melanie Bishop** – County Attorney has reviewed the request from Ms. Melanie Bishop for a tax refund request due to an address change. County Attorney Kemp advised the Board that the county has done nothing wrong. The exemption was not improperly removed, and the Board has a proper basis. Ms. Bishop failed to provide a change of address from 2012, the removal was not caught until 2024. Ms. Bishop has reapplied for the exemption and should have it applied in 2024 or 2025. The tax refund request was denied on the motion by Mr. Maxwell, and Mrs. Exum seconded. The vote was unanimous.
- **BCT Gin Road Project – Decision** – Administrator Johnson informed the Board of a decision to be made on the BCT Gin Road project and cannot be tabled. Mrs. Exum requested further information as to whether the Bates Company, Inc. can do the work. Administrator Johnson further advised that we need to either move forward with or choose another company. Mrs. Exum made the motion to proceed with the Bates Company, Inc. and for the Engineer (12 Stones Engineering) to stay on top of the project, Mr. Cody seconded. The motion passed unanimously.
- **Tax Commissioner Request for Authorization to Serve and Accept all Tax Payments** – Tax Commissioner, Mrs. Becky Rothrock, submitted a request for Board authorization in her capacity as Brooks County Tax Commissioner, to accept checks, cash, money orders, ACH electronic transactions, credit and/or debit cards, in payment on all taxes and motor vehicle fees due. The authorization also serves as written authority that Brooks County Tax Commissioner has the authority to correct obvious clerical errors for the term of January 1, 2025, through December 31, 2028. The Tax Commissioner will disburse Property, Title Ad Valorem tax and Motor Vehicles fees to Brooks County monthly. Mr. Maxwell motioned to approve the authorization to accept all payments, to correct clerical errors and will disburse fees to the county monthly, Mr. Larko seconded. Motion carried unanimously.

- **Family Connection Budget Item - Funds Requested** – Family Connections Director, Mrs. Natalie Singletary, presented her proposal again for funding for the Food Access & Literacy Initiative Program during the regular meeting on December 2, 2024. The Board had concerns regarding the legality of it, and the administration fee which will be approximately \$21,600. Mrs. Singletary stated she would withdraw her request and try to get funding in a different way.

Mrs. Exum recommended the county fund a portion of the funds and Mrs. Singletary go to the School System for a portion of the funding. A one-year basis is 60% of \$54,900, which is approximately \$32,400. This will have a major budget impact for the county, as we do not have the funds. After discussion, Mrs. Exum withdrew her motion, and Mr. Cody withdrew his second. The Board suggested/recommended Mrs. Singletary reach out to the City of Quitman and the School System for assistance with a portion of funding.
- **Resolution to Authorize the Amendments to Board of Elections and Registrations** – County Attorney, Jason Kemp, presented to the Board a draft Resolution to Authorize Amendments to the Brooks County Board of Elections and Registrations for review. The resolution changes the number of seats on the Board of Elections from three to five, changes the manner in which the board members are appointed to the Board of Elections from majority vote of the Board of Commissioners to direct appointment from each Commissioner subject to each appointment being ratified by a majority vote of the Board of Elections, and any supervisory staff in the Elections Office will be hired by and report to the Board of Elections. Mr. Larko made the motion to authorize the Resolution to the Board of Elections and Registrations, with edits by County Attorney for the local act of Board of Elections, change the number of seats from three to five, and any supervisory staff be hired by and report to the Board of Elections and not the County, Mrs. Exum seconded, and the motion passed unanimously.
- **2025 LMIG Road Project List - Due Before February 1, 2025** – The Board discussed roads for the 2025 LMIG Road Project to be submitted to GDOT before February 1, 2025. After discussion, Administrator Johnson recommended Barwick Road, the county's portion. On the motion by Mrs. Exum, seconded by Mr. Cody, the Board unanimously approved Barwick Road for the 2025 LMIG Road Project.
- **2023-2024 LMIG Change Order Approvals Requested - Nankin Road Box Culvert Support & Hamlin Road - Two New Concrete Culvert Replacements** – Mr. Maxwell motioned to approve the 2023-2024 LMIG Change Orders for Nankin Road culvert support for \$36,456.67 and Hamlin Road culvert repair for \$87,960.34, and funding will be from SPLOST or TSPLOST funds, Mr. Larko seconded. The vote was unanimous.
- **RFP Scores - Debris Monitoring & Debris Removal Scoring** – The Board wants to avoid negotiating debris removal and monitoring before a disaster happens in Brooks County. An RFP was put out for Disaster Debris Recovery Services and seven companies submitted proposals. After reviewing the proposals, checking references and comparing pricing, Watkins & Associates, Consulting Engineers, narrowed the

group to two companies, DRC Emergency Services, LLC and TFR Enterprises, LLC. Watkins & Associates recommended DRC Emergency Services, LLC, their pricing was significantly lower to tree and stump removal. Mrs. Exum motioned to approve DRC Emergency Services, LLC for debris pickup, Mr. Maxwell seconded. The vote was unanimous.

Watkins & Associates reviewed the RFPs from two companies that submitted Request for Proposals for Disaster Debris Monitoring Services. After reaching out to references, speaking with the references listed and reached the conclusion that Debris Tech, LLC should be selected for Brooks County. Debris Tech consistently has the lower hourly rates between the two. Mr. Maxwell made the motion to approve Debris Tech for debris monitoring, Mr. Larko seconded. Motion carried unanimously.

- **Application Created for Boards, Authority, etc. Appointments - Review/Approve** – County Clerk presented a draft application for appointments on Boards, Committees, Authorities, etc. for the Board’s review and approval, if so desired. On the motion of approval by Mr. Larko, the Board unanimously approved the use of the new application, as written, for individuals interested in applying to serve on Brooks County Boards, Authorities, Committees, etc.
- **Approval - 4000 Gallon Tanker Quotes - Requester - Chief Weeks (Budgeted Item)** – Chief Weeks provided four quotes for a 4000-gallon Tanker, that is budgeted in the FY204-2025 budget, (\$250,000.00).

1. Diversified Fabricators, Inc.	\$178,918.72
2. Peach State Truck Center	\$580,000.00
3. Ten-8	\$462,953.00
4. Fouts Fire	\$485,000.00

Chief Weeks recommended the Tanker from Diversified Fabricators, Inc., it is a basic Tanker with a 700 GPM commercial pump. Chief stated that the price is a big factor in his recommendation, but being able to deliver the 4000 gallons as opposed to 3000 gallons is also an important factor. Mr. Larko made the motion to approve the purchase of the 4000-gallon Tanker from Diversified Fabricators in the amount of \$178,918.72, Mrs. Exum seconded. The motion passed unanimously.

C. Topics for Discussion

- **Resolution for Administration of Refunds - Chief Tax Appraiser - Wayne Waldron** - Chief Tax Appraiser provided a draft copy of a Resolution Regarding Tax Refunds for Board review for approval. The requested Resolution will delegate the Board Tax Assessors the administrative duties for the efficient handling of tax refund requests in the Tax Assessors Office. The Board tabled this topic for the regular meeting on January 6, 2025.
- **Public Notice to Property Owners Who Have Sustained Damage to Their Property** – The Brooks County Tax Assessors’ Office released a Public Notice for property owners who have sustained damage to their properties from the recent

storms are encouraged to report any existing damage to the Brooks County Tax Assessors' Office for proper assessment of the property as of January 1, 2025.

- **Discussion and Creation of Committee for Noise Ordinance Update** – Mr. Larko stated that the current Noise Ordinance needs to be looked at and made comprehensive. There is nothing in the Ordinance related to venues and maybe need to look at creating an ordinance for venues. It may be something the Planning & Zoning Board needs to look at.
- **Board Appointments – FY2025** – A listing of the FY2024 Board Appointments was provided to the Board for review for the upcoming appointments in FY2025.

2. WORK SESSION & NEW BUSINESS

- **Regular Meeting Agenda Review – January 6, 2025** – The Board reviewed/discussed the agenda for the upcoming meeting.
 - Items to be added to the agenda
 - Open Two New Accounts
 - 2025 Appointments
- **Administrator Johnson**
 - Updates (Community and Commissioners)
 - Letter from Brooks County Schools Police Department
- **Commissioners Matters**
 - District 1 – Update on Solar Ordinance and Noise Ordinance (if necessary)
A Meeting is scheduled for January 9, 2025, at 3:00pm. After the meeting should be able to get a good ordinance set up.
 - District 2
 - District 3
 - District 4 – Update on Animal Control Ordinance (if necessary)
Call the Sheriff's Office for dogs.
 - District 5

3. EXECUTIVE SESSION

The regular meeting was closed to go into executive session at 5:27 pm on a motion by Mr. Larko, Mr. Maxwell seconded.

- A. Litigation Updates – County Attorney provided updates on pending litigations.
- B. Real Estate – Update on real estate matters.

No action was taken by the Board. Executive Session adjourned and returned to the special called meeting, on a motion by Mr. Maxwell, Mr. Larko seconded.

4. ADJOURNMENT

The Board adjourned the special called meeting at 5:56pm, on the motion by Mr. Maxwell, seconded by Mrs. Exum.

Mr. Patrick Folsom, Chairman

Mr. James (Buddy) Johnson, County Administrator

Ms. Patricia A. Williams, County Clerk