

The Brooks County Board of Commissioners met for its Regular Monthly Meeting on Monday, January 6, 2025 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. 2025 Set Commissioner Chair Call to Order – County Administrator

- Call for Nominations and election of 2025 Chair
 - **Elected Chair Opens 1st 2025 Commissioners Business Meeting**
- Prayer & Pledge of Allegiance – Pastor Gwin Jarriel – Brooks County Ministerial Association
 - Call for Nominations and Election of Vice Chair
 - Accept Commissioners Appointed Administrative Positions
 - HR Director – Kim Daniels
 - County Attorneys – James Burchett, Jason Kemp
 - Finance Director (Contracted) – Janice Jarvis
 - Commissioners Clerk – Patricia Williams

II. PUBLIC HEARING - Chairman calls Hearing to order

A) Special Exception Planning/Zoning Matter

- 1) **PH001-2025** – Planning and Zoning Recommendation
 - Commissioner Comments and Question
 - Community Comments, Questions, and Concerns
- 2) Close Hearing – Resume Regular Business Meeting and Agenda

III. COMMISSIONER BUSINESS PRESENTATIONS – (5 MINUTES)

- A) American Red Cross – Jackie Shoemaker, Executive Director -2024 Year End Updates

IV. CONSENT AGENDA – One Motion for Approval on All Items

A. Approval of Prior Meeting Minutes

- 1) **CA001-2025** – Special Called/Work Session – November 25, 2024
- 2) **CA002-2025** – Regular Business Meeting – December 2, 2024

V. FORMAL ACTION REQUESTS – Commissioners Discussion with Action

A. Approve/Disapprove/Other Official Actions

- 1) Tax Assessors Office Request
 - FA001-2025** – Approval of Resolution for Administration of Refunds
- 2) Request to Open Two New Accounts for New Self-insured Group Insurance
 - FA002-2025** – Account for Payment of Claims and Holding Account for Plan Funding
- 3) Commissioner Appointments – Miscellaneous Governed Boards/Authorities
 - FA003-2025** – Fannie Gibbs – Historical Board

- FA004-2025** – June Furney – Hospital Authority
- FA005-2025** – Linda Bacon - Hospital Authority
- 4) Renovations for Station 20 to Accommodate EMS Lodging Needs
 - FA006-2025** – Three Bids Presented (budgeted item)
- 5) Letter of Support for Mediacom
 - FA007-2025** – For the Georgia BEAD Grant to be Used in Brooks County, If Awarded
 - No Cost/Obligation of County Funds
 - County May Support Other Entities If It Wishes To Do So
- 6) Special Exception – Herb & Leanna Bennett
 - FA008-2025** – K9 Training Facility
- 7) Acoustics for Ag Building Venue – Quotes
 - FA009-2025** – Three Bids Presented
- 8) PTSD Program Proposal for Coverage
 - FA010-2025** - Two Bids Presented

VI. 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 December 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