

The Brooks County Board of Commissioners met for a Special Called Meeting/Work Session Monday, April 28, 2025, 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 was not present, Mrs. Myra Exum was not present; 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, was not present.

SPECIAL CALLED MEETING/WORK SESSION

I. CALL TO ORDER

A. Prayer/Pledge – Commissioner Maxwell lead all in attendance in prayer and pledge of allegiance.

II. CONSENT AGENDA – One Motion for Approval on all Items

- A. CA017-2025** – Ratify the Vote for New Legislation for Development Authority Legislative Amendment HB 856 – Administrator Johnson obtained a consensus vote from the Commissioners via email on April 15, 2025, for local approval of the new legislation for the Development Authority due to the Governor signing HB 856 and needed immediate approval from the Commissioners. The Commissioners need to ratify the vote of approval. The Commissioners ratified the vote unanimously to approve the new Legislation for Development Authority, HB 856, to be signed by the Governor, on the motion by Mrs. Exum, and seconded by Mr. Maxwell.

III. TOPICS FOR MOTION/DISCUSSION

- **Opioid Funding Requests** – Mr. Maxwell requested this item to be placed back on the agenda. During the meeting held on April 7th, the Board voted to approve the conjoint professional services under the corporate entity designated as Philanthropic Public Advocacy Programs, Inc, their Core Strategy B-2 that will provide education to youth-focused programs that discourage or prevent misuse of opioid medications/opioid substances, the funding request of \$1,000.00 up to 100 participant capacity. Mr. Maxwell is requesting to add Core Strategy G-1, for community outreach, marketing commercial media public educational campaign (video airing/TV distribution/local market, professional multimedia specialist/TV personality mediated/film company \$10,000.00, add Core Strategy G-3 for consultation to providers at \$100.00 per provider, add Core Strategy G-5 for comprehensive psychological, mental illness screening, substance use, abuse, misuse, screening & evaluation, physician assessment, etc., service fee rendered per client for initial consultation is \$495.00 per client for all three doctors services combined. The Board inquired with the County Attorney as to how this can be regulated. County Attorney Kemp responded it would be hard to do without setting

a benchmark. He also suggested an MOU could be drafted for the Board's review and presented at the next meeting on Monday, May 5, 2025. This item will be placed on the agenda for further discussion and review of the MOU.

- **Development Services Fee Schedule** – Jarod Lanier, with the Fire Department, along with the Southern Georgia Regional Commission, prepared a new fee schedule for Development Services for the Board to review. After discussion and questions from the Board, Mr. Lanier stated that he will create a master fee schedule for Brooks County to list all fees and the Board can review on May 5th.
- **Adoption Agreement Amendment #1 to ACCG 457 (b) Deferred Compensation Plan for Brooks County Employees** – the amendment will permit eligible employees to make Roth contributions to the Plan, effective as to any pay date that occurs on or after July 1, 2025. Adoption Agreement Section 3.2, Employee Contributions, is amended in its entirety to read as follows: 3.02 Employee Contributions, Roth Contributions are permitted. The amendment to the 457(b) Plan will be at no cost to the County.
 - **Resolution to Adopt Adoption Agreement Amendment #1 to the ACCG 457(b) Deferred Compensation Plan for Brooks County Employees** – The Resolution will provide approval of the Adoption Agreement Amendment #1 to the ACCG 457(b) Deferred Compensation Plan. The Board will vote on these two topics at the Business Meeting on May 5, 2025.

IV. PRESENTATIONS - NONE

V. REPORTS FROM COMMITTEES & DEPARTMENTS

- A. **Brooks County Finance Department** – Janice Jarvis, Finance Director – Provided Finance Director report for April 2025. Ms. Janice Jarvis provided the Board with a copy of the finance report with the budget for actual expenditures for the period beginning July 1, 2024, and ending on April 28, 2025.
- B. **Brooks County 911/EMA** – LaToya Hampton, Director – Director Hampton provided a report on projects and activities for 911/EMA for April 2025.
 - 911 – One new full-time hire
 - Two possible hires, one full-time and one part-time.

Brooks County EMA

- Director Hampton reported that a check is expected this week from GEMA for \$322,868.41 in reference to CAT A for Hurricane Helene. They will deliver to Director Hampton's office and she will deliver to Administrator's office.
- \$2.6 million has been awarded to the county federally. But it is unknown when the government will release it. All funds are reimbursed back to the county.
- Attended EMAG conference on Jekyll Island.

- Will attend the Hurricane Conference in Savannah on May 7, 2025.
- Seven mobile homes will be delivered to our county from FEMA. The exact location is unknown; they will update us when they arrive. Upon arrival, zoning will be notified so they can be hooked up on the owner's property.
- Attended livestock training in Ashburn, GA.
- Thanked Ms. Patricia, County Clerk, Ms. Janice, Finance Director, and Ms. Kim for getting the information I need to submit to FEMA for reimbursement.

C. Brooks County Fire Department Report – Chief Weeks – Chief Weeks provided an update on activities for the Fire Department from March 21 thru April 28, 2025:

- The Brooks County Fire Department received 97 calls for service.
- Calls included 2 structure fires, no vehicle fires, 15 brush fires, 3 fire alarms, 8 controlled burns, 1 electrical equipment fire, a total of 33 medical calls, vehicle accidents were 6, 1 extrication; 20 canceled/nothing found, 2 trees were down and 6 other calls.
- **Structure Fires:**
1961 Monument Church Road a barn fire and 483 Jamar Trail also a barn fire.
- **Training:** The EMT course is complete and everyone passed. Lt. Dylan Thompson has already taken his National Registry Test and passed. Everyone has 90 days to take their National Registry and pass.
- **New:** We were able to purchase gear extractors and dryer this year. It should be installed next week.
- **Updates:**
Tanker – The new tanker should be in the first part of May 2025.
Brush Truck: The tank, pump, and hose reel are in, and we will be mounting everything and should have it in service in May.
Hose Testing: All hose testing is complete.
- **Morven:** Chairman Folsom, Administrator Johnson, Attorney Jason Kemp, and I met with Morven's Mayor, Police Chief and Attorney to discuss the separation and equipment. Everything went well and Chief Yates and I are working on an aid agreement.
- **East Brooks** – Nothing new.
- **Employee Update:** We recently lost one of our Captains that had been with the department for three years. I have filled his position and hired a firefighter from Thomas County. He is already NPQ Firefighter I and has Hazmat Operations.

D. Brooks County Public Works Department Report – Project Manager -Kyle Christian - Kyle Christian, Project Manager, reported for April 2025:

- During the month of April, the Road Department received 86 work orders and completed 127 work orders. The dry weather has helped us catch up on work orders.

- **District 1:** Graded roads, added material where it was needed to fix washouts, cleaned ditches and culverts, filled in potholes, busted beaver dams, and installed new road signs. We installed new pipes on Herndon Road and Virginia Lane.
- **District 2:** Built up roads, graded, cleaned ditches and culverts, repaired potholes, installed new signs. Performed various clean ups on roads and busted beaver dams. We installed new pipes on Pine Branch Lane and did extensive work adding materials to this road. We harvested 26 loads of sand from Monument Church Road to use on other projects and brought clay to build up the road.
- **District 3:** Built up roads, graded cleaned ditches and culverts, and repaired potholes. Material was spread where needed for washouts.
- **District 4:** We continued to grade roads, clean ditches and culverts, install road signs, and add materials where needed for washouts. Prepared potholes on numerous roads. Repaired potholes on numerous roads. Worked on Mt. Zion Road, Fodie Road, Peacock Road, and Candleglow. Hauled away nine loads of dirt from Williams Road from ditch cleanouts. Installed pipes on Clower Road, Jones Creek at Clower Road, Troupeville Road, and Jamar Trail. We have completed filling all the potholes on Crosbys town Road.
- **District 5:** Graded roads, repaired signs, beaver dam removals, ditch work, and added materials. Worked on building up Collins Road. Hauled nine loads of sand from White Road.
- We continue to clean out ditches on all roads and help water to flow when it rains. Performing more pipe installs to correct any problems from the past. Despite problems with the weather, we are making progress. We will continue to keep Brooks County beautiful one road at a time.

VI. FORMAL ACTION REQUESTS – Commissioners Discussion with Action

- A. **FA020-2025** – New Depository Account – Signatures – Community Transformation Grant – Janice Jarvis, Finance Director – New depository account documents were presented for signatures to open an account for the Community Transformation Grant for Family Connections. Mr. Maxwell made the motion to approve the opening of the new depository account for Community Transformation Grant, Mrs. Exum seconded. The vote was unanimous.
- B. **FA021-2025** – Amended Budget Calendar for FY2025-2026 – Janice Jarvis, Finance Director – Finance Director has amended the budget calendar for FY2025-2026 and seeking Board approval for the amended calendar. The Board agreed unanimously to the amended calendar for the FY2025-2026 Budget.
- **FA022-2025 - Contract for Engineering Services Addendum B – Hickory Head Road over Piscola Creek Bridge Improvements – Stacy Watkins & Associates -** The Board voted unanimously to approve the Contract for Engineering Services from Watkins & Associates for bridge improvements on Hickory Head Road over Piscola Creek and the Brooks County Jail Painting and Repair Improvements. The Hickory Head Road over Piscola Creek Bridge project will be funded with the 2025

LMIG LRA Supplement Funds from GDOT. The Brooks County Jail Painting and Repair Improvements will be funded with SPLOST #7 funds. Mr. Maxwell made the motion and Mr. Cody seconded.

VII. WORK SESSION & NEW BUSINESS

- Regular Meeting Agenda Review – May 5, 2025 – The Board reviewed/discussed the agenda for the upcoming meeting. Items added:
 - Opioid Funding Consideration
 - Development Services Fee Schedule
 - Amendment #1 to the ACCG 4579(b) Deferred Compensation Plan and the Resolution to Adopt Agreement Amendment #1
- **Administrator Johnson**
 - Updates (Community and Commissioners)
 - **Commissioners Matters**
 - District 1
 - District 2
 - District 3
 - District 4
 - District 5

VIII. EXECUTIVE SESSION - NONE

IX. ADJOURNMENT

The Board adjourned the meeting at 5:32pm, 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