

The Brooks County Board of Commissioners met for a Special Called Meeting/Work Session Monday, March 24, 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 Cody lead all in attendance in prayer and pledge of allegiance.

### **II. CONSENT AGENDA – One Motion for Approval on all Items – NONE**

### **III. TOPICS FOR MOTION/DISCUSSION**

- **Opioid Funding Requests** – The deadline for opioid funding requests ended on March 14, 2025, with only one submission by Dr. Sharon Brown, PhD, Dr. Sharon Breeden, PhD and Dr. R. Marie Horne, MD under the corporate entity designated as Philanthropic Public Advocacy Programs, Inc. The Board will decide by April 7, 2025, during the regular monthly business meeting.
- **Fee Schedule – Planning & Zoning Applications** – Southern Georgia Regional Commission prepared a new fee schedule for planning and zoning applications. Some projects require a review of plats; but there has not been a fee schedule. Jared Lanier, with the Fire Department, has been filling in for the permits and inspections; and prepared a fee schedule for review. The Board suggested looking at the fee schedule prepared by the former Building Inspector and compare the fee schedules.
- **GDOT – Bridge Replacements Candidates**
  - **Coffee Road (CR 279) over Little Creek 8 MI W of Morven – Tier I (0018223)**
  - **Lawson Pond Road (CR 280) over Little River Trib 3 MI NE of Morven – Tier I (0018224)**

The GDOT Bridge Office has identified these two bridge projects as candidates for replacement in its Local Bridge Replacement Program (LOCBR). These bridges were identified as deficient, weight-restricted bridges, and did not meet the eligibility requirements for the Low Impact Bridge Program.

- **Hazardous Waste Trust Fund (HWTF) Reimbursement – Eligible Work Performed at the Landfill** – Administration has been informed that the County should be eligible for hazardous waste trust fund reimbursement for some of the eligible work performed at the landfill. A resolution must be completed and approved by the Board.

#### **IV. PRESENTATIONS**

#### **V. REPORTS FROM COMMITTEES & DEPARTMENTS**

- A. **Brooks County Finance Department** – Janice Jarvis, Finance Director – Provided Finance Director report for March 2025. Ms. Janice Jarvis provided the Board with a copy of the finance report with the budget to actual expenditures for the period beginning July 1, 2024, and ending on March 24, 2025. The normal percentage for this portion of the fiscal year is 75%. The legal level of control is at the departmental level.

Staff have been working diligently to upload information to our auditors (CKH). As of today, most of the requested data has been uploaded. The projected date of audit completion is late April 2025.

The budget process has begun. All department heads and constitutional officers have been supplied with up-to-date budget reports and budget worksheets to present their fiscal year end June 30, 2025, budget requests. Preliminary budget meetings are scheduled for Wednesday, Thursday, and Friday of this week.

- B. **Brooks County 911/EMA** – LaToya Hampton, Director – Director Hampton provided a report on projects and activities for 911/EMA for March 2025.

- 911 – There are 1727 received calls to date
- Training is being done in-house for dispatchers

#### **Brooks County EMA**

- Director Hampton will be in Jekyll Island April 7-April 10, 2025, for EMAG Training, and will not be at the regular business meeting on April 7, 2025.
- It has been 180 days since Hurricane Helene. Debris and Staging Sites must be cleaned; we have completed that part and clear on the deadline.
- Submitted a Support Letter for the Department of Public Health for a generator for Brooks County Health Department. Vaccines will be held at Brooks County EMA in the event of a severe weather event, and they have no electricity.
- FEMA meeting to establish next step to see when the trailers will come to the county. Twelve families can receive; five already have hotels, one in Quitman, and four have housing in Valdosta hotels. After the meeting on Thursday, we will follow up with JJ to plan our next step with zoning and permits.
- Completed the donated resources list and employment time with FEMA meeting.
- Will find out the exact amount the Sheriff's Department will receive from FEMA for CID Building and advise the Sheriff.
- Churches and graveyards were damaged during the storm. Will find out from FEMA and GEMA if they will be able to help. Currently, the Inmates are helping with some of the cleanup.

**C. Brooks County Fire Department Report – Chief Weeks** – Chief Weeks provided an update on activities for the Fire Department for March 2025:

- The Brooks County Fire Department received 64 calls for service.
- Calls included no structure fires, no vehicle fires, 16 brush fires, 2 fire alarms, 6 controlled burns, 2 electrical equipment fires, a total of 16 medical calls, vehicle accidents were 5, no extrications; 12 canceled/nothing found, three trees were down and no other calls.
- **Structure Fires:** None
- **Training:** EMT-B Class is still on going. We have four Firefighters that need a Class F license, so we are concentrating on driver training.
- **New:** The Brooks County Fire Department participated in Career Day at Brooks County High School on March 25, 2025. We will assist Ms. Rose-Hendricks, with Brooks County Schools, to make a video on driver safety.
- **Updates: Hose Testing** – We are 70% complete with hose testing.
- **Morven:** As of March 1, 2025, Morven is no longer a part of Brooks County’s Fire Department. However, they do not have their radio system set up with 911 Dispatch, so we are still covering any calls coming in.
- **East Brooks** – Nothing new.
- **Employee Update:** Captain Lanier has been assisting the County with building inspections and zoning for the past several weeks until a new Inspector starts.

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

- During March, the Road Department received 64 work orders and completed 45 work orders. We had quite a bit of rain in February that played havoc with the roads. We have numerous pipe installations to be done all over the county.
- **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 spent most of the month grading the roads and cleaning out ditches.
- **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 Knights Ferry Road, Beulah Church Road, and Union Church Road. We have harvested sand from McCarty Road to use on other projects.
- **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 Crosbytown 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.

**FORMAL ACTION REQUESTS – Commissioners Discussion with Action – NONE**

**VI. WORK SESSION & NEW BUSINESS**

- Regular Meeting Agenda Review – March 3, 2025 – The Board reviewed/discussed the agenda for the upcoming meeting. Items added:
  - FY205-2026 Budget Calendar
  - Abandonment Process – Marlo Road
  - Bess Moratorium

☐ **Administrator Johnson**

- **Bridge Discussion – Hickory Head Bridge over Piscola Creek** - Administrator Johnson informed the Board about the bridge at Hickory Head Road Bridge over Piscola Creek and a quote submitted by Watkins & Associates. Administrator Johnson advised that he is going to request funding assistance from GDOT. If the bridge is not repaired, it will be closed. The quote is in the amount of \$479,948.00.
- **Hammond Road – Crack Issues – Pipe Concerns** – Scruggs is working on this project. They will take out and repave; once that is completed, the pipe concerns will be addressed.
- **Flashing Lights Update** – Project Manager, Kyle Christian, is working on the flashing lights on Johnson Short Road, finding the best option and cost.

☐ **Commissioners Matters**

- District 1
- District 2
- District 3
- District 4
- District 5

**VII. EXECUTIVE SESSION**

The meeting was closed to go into executive session at 4:19pm on a motion by Mrs. Exum, Mr. Larko seconded.

- A. Real Estate – no action taken
- B. Litigation Updates – Attorney Kemp updated the Board on pending litigation
- C. Personnel – no action taken

Executive Session adjourned and returned to the special-called meeting, on a motion by Mr. Maxwell, Mr. Larko seconded.

**VIII. ADJOURNMENT**

The Board adjourned the meeting at 5:06pm, on the motion by Mr. Larko, seconded by Mrs. Exum.

Mr. Patrick Folsom, Chairman  
Mr. James (Buddy) Johnson, County Administrator  
Ms. Patricia A. Williams, County Clerk