

The Brooks County Board of Commissioners met for its Monthly Work Session and Regular Monthly Meeting on Monday, February 1, 2016 at 5:00 p.m. in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Ms. Myra Exum, Chairperson; Mr. Joe Wingate, Vice Chairman; Mr. James Maxwell; Mr. Willie Cody; and Mr. S. L. Jones. Others present were: Mr. Justin DeVane, County Administrator; Ms. Patricia Williams, County Clerk; Mr. Vann Parrott, County Attorney; and various residents.

PUBLIC HEARING – CALLED TO ORDER AT 5:00 P.M. – SIGN-IN SHEET PROVIDED

A. Request to Amend DR-20M & DR-22M Zoning for Home Businesses –During the December meeting, Jerry Lambert submitted a request to operate a small machine shop type business in a garage located on his property in the Troupeville area; which is zoned DR-20M. Board made a motion for the SGRC and the Planning Commission to review the ordinances and make recommendations to amend the existing regulations. Ariel Godwin, Senior Planner, SGRC presented the Amendments to the DR-20M & DR-22M zoning. SGRC recommended the Planning Commission remove from the ordinance that prohibits home-based businesses in accessory buildings and outside storage. Planning Commission voted to accept and add the following restrictions: Two (2) acre minimum lot size and that accessory buildings utilized by the home-based business shall not exceed 75% of the principal residential square footage. The Board could also consider additional guidelines.

Ms. Exum asked if any one present would like to speak for or against the amendment; there were none.

B. Special Exception Request for Jerry Lambert – Mr. Lambert submitted an application for special exception during the December meeting to operate a small machine shop in an accessory building located at 18234 Valdosta Highway. The proposed accessory building is 1,200 sq ft; and he owns more than two acres. No one present spoke for or against.

Chair closed public hearings at 5:10 p.m. to go into work session.

WORK SESSION

Reports from Committees/Departments

A. Natalie Singletary – Brooks County Family Connection – Not present.

B. Buddy Holwell – Development Authority – County Attorney, Vann Parrott, spoke on behalf of Development Authority; and presented Ms. Dara Barwick as

the new Consultant for the Authority; replacing Ms. Tina Herring. Ms. Barwick stated she is looking forward to working with the Authority and Brooks County to help the community to move forward.

C. Stephanie Hollifield – UGA Extension

- Provided copy of monthly newsletter, Brooks County Ag Connection, with a review of events for January; and February at a glance.
- January is filled with many educational opportunities for both agents and commodity producers.
- A Cotton Marketing Meeting was held at the Brooks County Ag Building on January 19th with 60 cotton producers in attendance.
- Several Brooks County 4-H'ers have been competing in area Jackpot Pig Shows.

D. Mike Smith – 911/EMA

- Presented cost information to Board for the radio repeater and installation. The cost is \$20,544; price includes re-programming all County radios to accept the repeater codes. The tower will lease for \$350 a month for ten years.

E. Glenn Walker - Public Works – Glenn Walker, Road Superintendent, reported on work completed for month of January:

- 88 work orders completed; 5-911 calls; 5 side arm jobs completed; and 34 cold patch calls.
- Requested Board look at acquiring two pickup trucks and a used dump truck during budget process.

F. Ben DeVane – County Engineer

- 2015 & 2016 LMIG has final approval from DOT. Projects will consist of 15.7 miles; estimated at \$1,754,450. County has received \$483,508 for 2015 and \$478,778 for 2016 from DOT; for total of \$962,286.
- CR 39 Burton Road needs additional survey to satisfy property owners.
- Met with Four Oaks Plantation Manager in regards to re-shaping and maintain Ramsey Road with cost being paid by the Plantation.
- Wilcox Farm wants to straighten CR 118 (Haddock Rd) to CR 268; the road will be moved to property line; this will resolve safety issue. Proposing to do a survey for 60 feet ROW and deed to Brooks County when complete; then abandon old road to property owner. Wilcox clear and grade; and install drainage where ties into road.

G. Tom Eggers – Fire Department

- Evaluation received from ISO for 5x rating for Station 1100 will remain and now includes Station 1200, South Brooks, Tallokas, Sandhill and Dixie.
- Working on maintenance plan for vehicles.
- Asked Board to consider offering compensation; if conditions are met, to volunteer fire fighters during upcoming budget.

Mr. Maxwell wished to recognize Mr. Michael Simmons for his initiation regarding contacting the appropriate agencies to address concerns and assist in resolving a safety issue for citizens of Brooks County.

Chair closed work session to go into the Regular Meeting at 5:45 p.m.

1. Call to Order – Ms. Exum called meeting to order.

A. Prayer & Pledge – Pastor Sibley Matchett, Bethany Missionary Baptist Church, led all in attendance in prayer and pledge of allegiance.

2. Approval of Agenda

A. February 1, 2016 Regular Monthly Meeting - Ms. Exum asked to amend the agenda to add item 5-I, Railroad Crossing, which the Board has to be approve. Mr. Maxwell made the motion to amend the agenda to add item 5-I under New Business, Mr. Cody seconded; vote was unanimous.

3. Approval of Minutes

On a motion by Mr. Cody, seconded by Mr. Wingate; the Board unanimously approved the following minutes:

A. Work Session & Regular Meeting & Executive Session

January 4, 2016

B. Special Called Meeting & Executive Session

January 26, 2016

4. Appearances

A. Edgar Lumpkin – Request for Road Improvements – Mr. Lumpkin requested to be on the agenda to discuss condition of Green Lake Circle off Highway 133 near Troupeville. Mr. Lumpkin stated the road becomes very messy when it rains and the buses and trash trucks make situation worse. He asked the Board to please consider some type of corrective action if any way possible. Board directed Glenn Walker, Ben DeVane to go out and access the situation to see what can be done. Ms. Exum advised Mr. Lumpkin that it would be looked at to see what options are available and what County can do.

B. Facilities Request – Lovejoy Chapter #246 for Courthouse Grounds – Administration received a request for use of Courthouse grounds by Lovejoy

Chapter #246 to host an Easter Egg hunt on March 12, 2016 between 11 am and 4 pm. The group agrees and understands that although no deposit is required for the grounds, they are responsible for cleaning up after the event; and will have to provide their own restroom facilities. Motion approving the use of Courthouse grounds on March 12, 2016 from 11 am to 4 pm was made by Mr. Cody, seconded by Mr. Jones. Vote was unanimous.

5. New Business

A. Request to Amend DR-20M & DR-2M Zoning for Home Businesses – Mr. Wingate made the motion to approve the request to Amend DR-20M & DR-22M Zoning for Home Businesses as presented by SGRC adding the following restrictions: Two (2) acre minimum lot size and that accessory buildings utilized by the home-based business shall not exceed 75% of the principal residential square footage. Mr. Jones seconded; vote was unanimous.

B. Special Exception Request for Jerry Lambert –The motion was made by Mr. Wingate to approve the special exception request by Mr. Lambert to operate a small machine shop in an accessory building located at 18234 Valdosta Highway. Mr. Cody seconded, vote was unanimous.

C. Beer & Wine One-Day Permit – Glenn Kringle (Iron Order Motorcycle Club) Mr. Kringle submitted a request to allow the sale of alcohol by the cup at a fundraising event to be held at Mr. Kringle's residence at 2077 Troupeville Road on February 27, 2016 from 2 pm to 11 pm. The fundraiser will help raise funds for needy school kids in the area. On the motion by Mr. Cody, the Board unanimously approved the one-day permit to sale alcohol by the cup at residence of Mr. Kringle located at 2077 Troupeville Road from 2 pm to 11 pm on February 27, 2016; seconded by Mr. Wingate.

D. Bid Approval – Station 1300 Concrete Driveway – Fire Chief, Tom Eggers received bids to complete Station 1300 driveway at 522 Harris Street in Pavo. The low bidders is Dixon Concrete with a bid of \$7,700. Brown Construction bid was \$8,350 and Griffin Concrete was \$13,000. Funds from Fire Protection Fee are to be used. Mr. Wingate made the motion, Mr. Jones seconded to accept the low bid from Dixon Concrete to complete the driveway at Station 1300 in Pavo, the vote was unanimous.

E. Amendment to EMS Agreement - In January, Mr. Bill Compton appeared before the Board concerning an oversight in the contract prepared between Brooks County and Grady EMS. To correct the matter, Mr. Compton suggested that the agreement be modified to provide transport from the Brooks County

Jail to the local hospital free of charge. In addition to inmates, Grady EMS will also provide the coroner's office with free transport to the County morgue. The Agreement further states including but not limited to, transport of County employees, law enforcement; firefighters, Constitutional Officers and staff at no additional charge to Brooks County. Mr. Wingate made the motion; seconded by Mr. Cody, to approve the Amendment to the EMS Agreement with Grady EMS. Vote was unanimous.

F. New Server and Software for Probate Court - Administration received a request from the Probate Judge, Ms. Beth Hurst, to approve bids for new software and server for the Probate Court. In December, the existing server crashed and caused a loss of the operating system and software the court uses. The software version that was being used is no longer supported and not available to be re-downloaded and installed on the server that was repaired. To purchase a new version of the software (which is only available by download and not provided by hard copy) is \$3,000 from CJT Software. The County would need to also upgrade the server, as the older system is not able to operate the newer Windows Server versions required by the software (Dell Server \$2,786.84), a scanner for \$427, and we would need to convert our database to be compliant with the new software version that is an additional \$1,250. The Court has been without a system since December and paperwork is beginning to pileup. The new machine will feature four (4) 2 TB hard drives that will be arranged in a RAID 10 configuration. Total cost is \$7,463.84. Administration is requesting the use of Contingencies for this unexpected situation. The motion was made by Mr. Maxwell to approve purchase of Server and Software for Probate Court in amount of \$7,463.84 and funds will come from contingency. Vote was unanimous.

G. Church Lane – Concerns/Possible Corrective Actions - Administration received a request from the Behavioral Health Services center Site Manager, Ms. Vanessa Knight. The BHS center is currently providing services to clients living in an assisted living home on Church Lane, which runs between Baker St. and Perdue. They are writing to request assistance for the lane, however, at this time, Church Lane is a private road and therefore the Road department is not authorized to access the property, and we do not have a County road related issue to request a temporary easement to address the conditions.

Administrator has reviewed the plans for the 1998 CDBG project that built the sewer line through the area which Church Lane follows. According to the original plans, Church Lane was proposed as a road to be acquired and built, however, that did not happen. Administration is unaware if there is an

easement through the properties that concerns the sewer line. On motion by Mr. Cody, seconded by Mr. Maxwell, Board approved for Road Department to correct erosion issue on Church Lane by use of easement; if it allows. Chair called for vote, Mr. Jones opposed. Vote was 3 to 1.

H. North Brooks/Adel Highway Radio Tower Site – Mr. Wingate made the motion to approve the ten (10) year lease at \$350 per month to lease space on an existing radio tower at 13086 Adel Highway; Mr. Cody seconded. Vote was unanimous. The County will need to remove vegetation from the base of the tower and install a radio control building; which county has already purchased from State surplus. The cost is \$20,544 and includes re-programming all County radios to accept the new repeater codes. The 911 budget for FY2016 includes \$10,000 to purchase equipment. Funds from contingency or SPLOST 6 could be used for remaining balance. Mr. Wingate made the motion to approve purchase of radio repeater and installation cost of \$20,544, using \$10,000 for FY2016 budget capital line item; and remaining balance will come from SPLOST 6 in amount of approximately \$15,000. Vote was unanimous.

I. CSX Railroad Repair – CSX Railroad provided information stating Brooks County is responsible for repairs to the railroad crossings. The railroad at Pidcock Road needs repairing and CSX wants to repair while in the area; if not will have to come back later and the County will be asked to close the crossing. The cost is \$22,660.90 to repair. Mr. Maxwell made the motion to approve funds to repair railroad at Pidcock in amount of \$22,660.90 coming from SPLOST #5, Mr. Cody seconded. Vote was unanimous.

6. Unfinished Business

A. USDA Building Lease – Mr. Wingate made a motion authorizing Administrator to negotiate regarding the price of lease space with USDA at \$16.00 per square foot, not below \$15.50, Mr. Maxwell seconded. Vote was unanimous.

7. County Administrator Notes/Comments

A. Washington Street Gym - Administrator advised the Board that the Washington Street Gym is now been turned over to the County. The Boys and Girls Club has removed all of their items. The building is currently being used by a basketball youth league and a men's study group meeting once a week. Administrator has also been asked if the County wanted to lease the class room space in the rear of the building out. The building is not currently part of the Facilities Use policies, but could be added. Administrator wishes to seek the

Board's desires with the facility. Several members of the audience spoke for the County utilizing the building.

B. New LMIG Funding Opportunity - Administrator received information from Georgia DOT that a new funding opportunity through LMIG is available. A program similar to SAP, but instead of federal funds, this would be state funds generated from HB 170. Like LMIG, we would be required to put in a 30% match. We do not have an amount yet, but would be expected to be around \$100,000.

The program will pay for striping and signage on roads, guard rails, and road widening up to 2 feet. DOT does not have a package together yet, but we can work on the list for now. They are expecting the list to be submitted by May 1.

8. Commissioners Notes/Comments

A. Joe Wingate - District 1 – Commented on the dog issues in the County.

B. S. L. Jones, District 2 – Commented that the road issues he had are on the Road Department's work order list.

C. Willie Cody, District 3 – Continuing to acquire ROW for Son Wright Road; Hassle Road; and Old Thomasville Road.

D. Myra Exum, District 4 – Commented on issues with Blease Road.

E. James Maxwell, District 5 – Commented on dog issues in the County. Discussed Barrett Road and Old Dixie Road to the bridge being placed on list for widening.

9. Executive Session – Property Acquisition

A. Mr. Wingate made the motion to go into Executive Session at 7:12 p.m., Mr. Cody seconded.

On a motion by Mr. Maxwell, seconded by Mr. Jones, Board adjourned Executive Session and returned to Regular Meeting at 7:21 p.m.

Mr. Wingate made the motion to authorize County Administrator to attempt to acquire property; Mr. Cody seconded. Vote was unanimous.

10. Adjournment - Mr. Maxwell made the motion to adjourn regular meeting at 7:24 p.m.; Mr. Cody seconded.

Ms. Myra Exum, Chairperson
Mr. Justin DeVane, Administrator
Ms. Patricia A. Williams, Clerk