

The Brooks County Board of Commissioners met for its Monthly Work Session and Regular Monthly Meeting on Monday, January 4, 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

A. None

WORK SESSION

Reports from Committees/Departments

A. Stephanie Hollifield – UGA Extension

- Provided copy of monthly newsletter, Brooks County Ag Connection, with a review of events for November and December; and January at a glance.
- November and December were busy with planning fundraising activities and winter production meetings.
- During December, was busy scheduling educational programs for Brooks County Agriculture producers.
- In January will meet with landscape architect for finalization of landscape plans, attend annual Winter Pig Classic in Perry, GA where 4-Hers will exhibit their pigs and compete with children throughout the Southeast.

B. David Crosby – Grady EMS

- Bill Compton, Senior VP, Grady EMS, provided an update for the first 90 days of operating EMS services.
- Hired 32 employees that were currently with SGA; and added an additional 10 employees.
- Updated cardiac monitors and other equipment.
- Response time has been better than rural county averages.
- Will start CPR, ACLS, Fire Service and other medical classes in 2016.
- Agreement will be amended to include jail transportation, currently is an issue; but the amendment will incorporate it into the agreement at no charge to the County.
- Looking forward to expansion in 2016.

C. Mike Smith – 911/EMA

- Updated Board on radio issues in Troupeville and North Brooks area with Deputies and Fire Department; not able to receive calls.
- Plan to lease space north of Morven on existing tower.
- Will gather information on cost and present to Board at February meeting.

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

- 63 work orders completed; 6-911 calls; and 11 side arm jobs completed.
- Property owner on Haddock and Empress Road requested road be shifted north to join both sides of his property. Completing the project would improve visibility at intersection and owner is contractor and would be willing to contribute.
- Survey for an easement needs to be done.
- Board authorized Glenn to get with County Engineer to begin research into the project.

E. Ben DeVane – County Engineer

- 2014 LMIG is 100% complete except for retainage; and has been reported to DOT.
- 2016 LMIG has been submitted; which was the same as 2015; because the understanding was 2015 was not awarded. 2015 was awarded so 2016 list will be revised and both projects will be completed together. Therefore; the two will be combined which will save the County money. County portion is 30% match with DOT funds; by combining 2015 and 2016, the County will save funds.
- Ben will revise the 2016 LMIG list and bring to Board for approval.

F. Tom Eggers – Fire Department

- Pavo Fire Station is 100% complete.
- Acquired new engine; station should be running shortly.
- Drive way permit has been sent to DOT.
- Spoke with ISO regarding water supply and will consider an add-in when provide proper data.

Chair closed work session to go into the Regular Meeting at 5:42 p.m.

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

A. Prayer & Pledge – Ms. Pam France, United Methodist Church, led all in attendance in prayer and pledge of allegiance.

2. 2016 Appointments

A. Nominations & Selection of Chairman and Vice Chairman – Ms. Exum turned nominations over to County Attorney; who called for nominations of Chairman. Mr. Maxwell nominated Ms. Exum to maintain as Chair for 2016, Mr. Jones seconded; the vote was unanimous.

Mr. Parrott called for nominations for Vice Chairman. Mr. Maxwell nominated Mr. Wingate to continue to serve as Vice Chairman for 2016, Mr. Cody seconded; vote was unanimous. Mr. Parrott turned meeting back to Ms. Exum.

B. Board Appointments for 2016

Boards/Committees

Brooks County Library Board	Mr. S. L. Jones
Brooks County Airport Authority	Mr. Joe Wingate
Brooks County Board of Health	Mr. James Maxwell
Council on Aging	Mr. Joe Wingate
Coastal Plain Area, E.O. A.	Mr. James Maxwell
Chamber of Commerce	Mr. Joe Wingate
Regional Commission Board	Ms. Myra Exum
Dept. of Family & Children Services	Ms. S. L. Jones
Mid South RC&D Council	Mr. Joe Wingate
Lowndes-Valdosta MPO	Not Applicable at this time
Recreation Department	Mr. Willie Cody
South Reg. Joint Development Auth. Board	Ms. Myra Exum (Until 12/31/2016)
ACCG Appointment	Ms. Myra Exum
Seven Rivers RC & D	Mr. Justin DeVane

Building Assignments

County Admin Building	Ms. Myra Exum
Agriculture Building & Annex	Mr. S. L. Jones
Courthouse	Mr. S. L. Jones/Mr. Joe Wingate
Sheriff's Department (Jail & CID)	Mr. James Maxwell
Public Works	Mr. Willie Cody
Voting Precincts	Mr. Joe Wingate
E-911 Center	Mr. Willie Cody
Multi-Purpose Bldg. (Head Start & Senior Ctr.)	Mr. James Maxwell
Fire Departments	Mr. Justin DeVane
Washington Street Gym (Boys & Girls Club)	Mr. James Maxwell

C. Other Appointments for 2016

County Attorney	Mr. Vann Parrott
County Auditor	Mr. Gary Zeigler
County Engineer	Mr. Ben DeVane
Assistant County Engineer	Mr. Mark DeVane
ADA Coordinator	Mr. Billy Ingram
EMA Director	Mr. Mike Smith
Station #1100 Chief	Ms. Jessica Warren
Station #1200 Chief	Mr. Tom Eggers
Station #1300 Chief	Vacant

Private Appointment to SGRC Bd. (Joint w/ Quitman) Vacant
Library Board Appointment (3 year term) Ms. Patty Hancock (until 2016)

Appointments made during 2013, 2014, & 2015

DFACS Board Member – District 1	Ms. Linda Peterson (April 2014)
DFACS Board Member – District 2	Ms. Dorris Thompkins (June 2015)
DFACS Board Member – District 5	Ms. Mary Thomas (June 2013)
Planning & Zoning Appointment – District 5	Ms. Jeannie Little (June 2013)
Library Board Appointment (3 year term)	Mr. Johnnie Brown (until 2016)
	Ms. Peggy Wilson (until July 2018)
Brooks, Colquitt, Grady, Mitchell, & Thomas Joint DA	Mr. Justin DeVane (Nov–Dec 2017)
	Mr. Buddy Holwell (Nov-Dec 2015)
Economic Development	Vacant – (Dec 2016)
Tax Assessor’s Board	Dr. Gerald Golden(Nov-Dec2018)
	Mr. John Stalvey (Nov-Dec 2016)
	Mr. Dan Graham (Oct-Dec 2017)
Elections Board	Mr. Zurich Deshazior (Dec-2017)
	Ms. Karen Murray (Dec-2018)
	Vacant – Dec – until 2019)
South GA Community Service Board	Ms. Gerry Folsom (Sept-2017)
Brooks County Development Authority	Mr. Henry Burton(Jan14-Dec16)
	Mr. Buddy Holwell (until Dec 2019)
	Ms. DelphanieMcGhee(Dec2019)
Appointment to Behavioral Health (3 year term)	Mr. Rusty Nail (until July 2018)
Quitman-Brooks County Airport Authority	Mr. Kenny Baker (until 2023)
	Mr. Tommy Roberts (until 2023)
Revolving Loan Fund Board (CDBG EIP)	Ms. Gina Wynn
	Ms. Andrea DeSantiago
	Ms. Delphanie McGhee
	Mr. Greg Squires
	Mr. Chuck Ramsey
	Ms. Mattie Neloms

On a motion by Mr. Maxwell; seconded by Mr. Jones, the Board unanimously accepted the Other Appointments for 2016.

3. Approval of Agenda

A. January 4, 2016 Regular Monthly Meeting - Ms. Exum asked to amend the agenda to add item 5G to New Business, the Qualify Fee Resolution, which has to be adopted, by February for candidates to qualify to run for office. Mr. Wingate made the

motion to amend the agenda to add item 5G 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 with changes stating Mr. Jones' absences were due to illness:

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|----|--|-------------------|
| A. | Work Session & Regular Meeting & Executive Session | December 7, 2015 |
| B. | Special Called Meeting | December 10, 2015 |
| C. | Special Called Meeting | December 30, 2015 |

4. Appearances - None

5. New Business

A. Re-appointment to Brooks County Development Authority (Holwell & McGhee) –

A request was received from Interim Director of the Development Authority, Tiffany Holmes, to re-appoint Mr. Buddy Holwell and Ms. Delphanie McGhee to continue serving. Mr. Wingate made the motion to re-appoint Buddy Holwell and Delphanie McGhee to Brooks County Development Authority until December 2019, Mr. Jones seconded. Vote was unanimous.

B. Re-appointment to Joint Development Authority (Holwell) –

Development Authority requested the re-appointment of Mr. Buddy Holwell to the Brooks, Colquitt, Grady, Mitchell, and Thomas County Joint Development Authority. Mr. Cody made the motion to re-appoint Mr. Buddy Holwell to the Joint Development Authority, Mr. Jones seconded. Vote was unanimous.

C. Amendment to Indigent Defense Services Agreement –

An amendment was received from the Public Defender's Office to modify the existing terms of the agreement, Section 6 regarding the term of the agreement. The amendment to the term of the agreement will cover the calendar year 2016 and provide written renewal for each year following. The motion approving the amendment providing written renewal for each year to the contract for the Indigent Defense Services Agreement was made by Mr. Jones; seconded by Mr. Wingate; the vote was unanimous.

D. Bid Approval for Fire System and Camera System Upgrades at Brooks County Jail-

Sheriff Dewey submitted a request for improvements and upgrades to the Jail's fire alarm system and video camera system. Capt. Boutwell, Jail Administrator, provided quotes from Ace Technologies for the upgrades for both systems. Ace Technologies was the sole source for these repairs and upgrades and the current vendor at the Jail. To replace and improve security cameras is \$17,390.00; and fire alarm system is \$7,020.43. Total cost repairs and improvements is \$24,410.43. Mr. Maxwell made the motion to approve the quotes from Ace Technologies for camera and fire alarm system

at Jail in amount of \$24,410.43; and funds will come from 10% Jail Fund, vote was unanimous.

E. Quote for Cyber Insurance Policy - Administrator received a quote of \$2,759 from Holwell and Fletcher regarding Cyber Insurance for Brooks County. The Policy would offer protection to Brooks County for a majority of all cyber/data related security issues. The policy would then be included in the County's Property, Auto, Liability, and Worker's Comp renewals each year as part of the total package the County receives. Mr. Wingate made the motion to approve the addition of the Cyber Insurance package to the County's insurance policies, Mr. Maxwell seconded. The vote was unanimous.

F. Appointment to Brooks County Board of Health- Administrator received a request from Telia Cunningham, Chair of the Brooks County Board of Health, for a new appointment to the Brooks County Board of Health. Ms. Cunningham is requesting the Board appoint a new member to the Board to fill the position representing the County as the Advocate for Needy, Underprivileged or Elderly. The County previously appointed Ms. Nancy Whitfield Dennard to serve; but she has been unable to regularly attend the meetings. Ms. Cunningham is recommending that Ms. Shelly Kirkendoll be appointed to serve as the Board of Health's advocate member. Ms. Kirkendoll is the Executive Director of the Presbyterian Home and Retirement Community. On a motion by Mr. Wingate, seconded by Mr. Cody, the Board tabled this issue for more information. The vote was 3 to 1, Mr. Jones, Mr. Cody and Mr. Wingate. Mr. Maxwell opposed.

G. Qualify Fee Resolution – The Board is required to adopt a Resolution before February 1 of any year in which an election is held, to fix and publish a qualifying fee for each county. Mr. Jones made the motion to adopt the Resolution to Fix Qualifying Fees for the 2016 General Primary and General Election, Mr. Wingate seconded, vote was unanimous.

6. Unfinished Business

A. Water Agreement between Troupeville Water System, Inc. and Brooks County - Administrator received a request from Mr. Bob Cooper and the Troupeville Water System for the Board's consideration of an agreement between Brooks County and the Troupeville Water System Inc. The agreement would grant an exclusive franchise to Troupeville Water System, Inc. for 40 years and option to renew for another 20 years. The agreement would permit Troupeville Water System, Inc. the ability to secure loan financing from USDA to help with the construction of the project and a Board of local residents has been established to oversee the system during construction and once it is in operation. Upon the satisfaction of County Staff, Mr. Jones made the motion to approve the Grant of an Exclusive Water Service Area by the Board of Commissioners of Brooks County, GA to Troupeville Water System, Inc. agreement, Mr. Wingate seconded. Vote was unanimous.

B. Appointment to Elections Board (Ms. Jan Baker's position) - Administration received a request from Elections Superintendent Ken Collins for the reappointment of Jan Baker to the Elections Board. Ms. Baker is willing to serve and has been on the board since the beginning.

UPDATE: Due to conflict, Ms. Baker cannot continue serving on the Elections Board. Ken Collins has recommended that Mr. Don Distefano be selected to take her place. Mr. Collins has provided a letter of qualifications for Mr. Distefano. Upon recommendation of Mr. Collins, Mr. Wingate made a motion to approve the appointment of Mr. Distefano to the Elections Board, Mr. Jones seconded. Vote was unanimous.

7. County Administrator Notes/Comments

A. Building Repairs/Roof (Ag Annex, Multi-Purpose, Road Dept.) - Administrator would like to advise the Board that while we have McCall and Associates working on some of the buildings in our County, there are some facilities that need repairs going forward. The Road Department office is in need of a new roof, as is the Multi-purpose Building. In addition to those, the Annex building roof at the Ag Building has begun leaking as well. The Annex building roof has been looked at and a recommendation for it was to apply cool seal to the roof on the section that is over the enclosed building (heated/cooled area) as the area is showing some signs of age. While that is ongoing, some of the screws should be replaced where they have worked loose and come up. It is believed that the section of roof where the age is showing is because that section is enclosed and there is no ventilation in that section. So a recommendation was made that an end gable vent be installed to heat with heat building under the roof. Administration has asked Mr. Christian with Building Maintenance to gather bids for that project.

The Road Department office and multi-purpose building was also looked at not long ago and both will need roofs very soon. The recommendation for the Road Department office was to replace the asphalt shingle roof with a metal roof. The Multi-purpose building should be re-roofed with shingles. Administration has not proceeded with bids on either of these locations, however, a quote that was prepared back during the SPLOST process on the Road Department was between \$4,000-5,000. Funds could come from Contingency or the SPLOST 6 Building account. The motion was made by Mr. Maxwell authorizing to proceed with roof repairs for the buildings listed, seconded by Mr. Jones. Vote was unanimous.

8. Commissioners Notes/Comments

A. Joe Wingate - District 1 – Commented that Council on Aging will visit Senior Center, in the multi-purpose building on January 21st; and inquired if repairs would be done by then. Commented on pond issue on Burton Road; stated need to ride and look at Beatty Road.

B. S. L. Jones, District 2 – Commented on receiving complaints on Ochlawilla Road. Discussed that some work has been done but weather is a hold up.

C. Willie Cody, District 3 – Continuing to acquire ROW for Son Wright and Old Thomasville Roads; and should have those for Old Thomasville by next month.

D. Myra Exum, District 4 – Asked the Board if would like to continue rotating Pastors and Ministers for Invocations at regular meetings; getting the 2016 LMIG list back to DOT. Also commented on pot holes on street in Morven; and issues with Blease Road.

E. James Maxwell, District 5 – No Comment.

9. Executive Session – Pending Litigation

A. Mr. Wingate made the motion to go into Executive Session at 6:23 p.m., Mr. Cody seconded.

On a motion by Mr. Maxwell, seconded by Mr. Wingate, Board adjourned Executive Session and returned to Regular Meeting at 6:36 p.m.

Mr. Maxwell made the motion to authorize County Attorney to acknowledge service of discrimination claim that has been filed, Mr. Jones seconded; vote was unanimous.

On the motion by Mr. Maxwell, seconded by Mr. Jones, Board unanimously authorized County Attorney to hire an attorney to represent the County in the discrimination claim filed.

10. Adjournment

Mr. Maxwell made the motion to adjourn regular meeting at 6:37 p.m.; Mr. Wingate seconded.

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