

The Brooks County Board of Commissioners met for its Monthly Work Session and Regular Monthly Meeting on Monday, March 7, 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 – 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 February; and March at a glance.
- February was busy throughout the month with continuance of winter crop production meetings and livestock shows.
- The 2016 Vegetable Production Meeting was held on February 2nd with Dr. Tim Coolong, UGA Vegetable Specialist.
- Conducted first mentor visit in Brooks County to review a power point designed for developing agriculture programming.

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

- 128 work orders completed; 8-911 calls; 9 side arm jobs completed.
- 24 roads closed due to rain, reopened; 8 roads washed out; and 16 with water across.
- Reported the newest motor grader in shop again and also the 2004 motor grader. Waiting on quotes for repair cost from John Deere in Albany, GA.
- Quotes were presented to the Board on options for purchase of new motor grader and trade-in value.
- Board will wait to see what quotes Albany provides on repair cost and whether or not they will assist with the cost.

C. Ben DeVane – County Engineer

- CR 118 Haddock Road, property owner will begin construction on new road. County will acquire 60 ft. ROW. Owner shall complete clearing and grading.
- CR 100 off of Highway 333 are surveying to determine the ROW needed.

- CR 102 Ramsey Road, Four Oaks Plantation proposed to place 8 inch Graded Aggregate Base (GAB) on 2.9 miles to New Zion Church from Grooverville Road; and will assist with maintenance of GAB upon an agreement with the County to box grade and smooth GAB. County will make needed improvements on culverts, and slope road.
- CR 39 Burton Road project at pond stopped due to concerns the extra water would affect downstream property owners. Owners of pond offered option to lower the pond below 3 ft., current level; and maintain level with agreement with County.
- On CR 149 Adams Road the Thrift property is flooding because water cannot get off ROW. Administrator to write letter to property owners on notice of perpetual easement.

D. Tom Eggers – Fire Department

- Hired second Fire Fighter and with the full time volunteer, now recognized as engine crew and will help ISO rating or help maintain ISO.
- Station 1300 is up and running, going on line, everything working fine; awaiting next project.

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 – Associate Pastor Jerry Mylie, Calvary Christian Center, led all in attendance in prayer and pledge of allegiance.

2. Approval of Agenda

A. March 7, 2016 Regular Monthly Meeting - Mr. Wingate made the motion to approve the agenda, Mr. Cody seconded; vote was unanimous.

3. Approval of Minutes

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

A. Work Session & Regular Meeting & Executive Session February 1, 2016

4. Appearances

A. Susan Radford – Litter Clean-up Volunteer Program - Administrator received a request from Susan Radford who wishes to work with Brooks County to develop a litter removal program for roads within Brooks County. Administrator DeVane met with Ms. Radford and suggested ideas to her that would help start a program on the private side, and then suggested some items that possible the County could do to assist them.

Administrator recommended that Ms. Radford form a group to coordinate clean-up dates and areas in the County and to solicit volunteers to perform the work. The County in return could possibly arrange for a container or cans for trash pickup in designated clean up areas. The County could also consider providing bags and make sure the areas selected are mowed prior to arrival of cleanup crews. This would also be a good opportunity for the County to encourage more groups to consider adopting sections of roads. Ms. Radford stated she will meet with other civic and ministerial organizations. Ms. Radford asked for Board support of the Garden Club's litter campaign.

B. Janice Jamison – Request for Road Closure (Portion of CR 78)

Administration received a request from Janice Jamison and other property owners along the unpaved section of CR 78 to be abandoned. That section has been temporarily closed due to construction on CR 91, Ferris Road, where dirt was stock piled during construction. Property owners are asking the Board to consider closing this section. Mr. Maxwell made the motion to begin the process to abandon a portion of CR 78, Mr. Cody seconded. Vote was unanimous.

C. Ron Williams – Overpayment of Property Taxes –

Mr. Ron Williams submitted a request regarding overpayment of property taxes on a parcel located on Studstill Road. The overpayment was corrected by the Tax Assessor's Office regarding the 2015 year, and the issue goes back past the previous three years, which Mr. Williams understands he would only be eligible for 2014 and 2013 refund on overpaid taxes. Administration believes that, due to the clerical error that occurred in the Tax Assessor's Office, Mr. Williams is in entitled to the refund. The family land was subdivided, and Mr. Williams' tax bill was not adjusted for amount of acreage actually owned. The amount for both years is \$1,130.46. Mr. Wingate made a motion to approve refund, from contingency, in the amount of \$1,130.46 for overpayment of property taxes for years 2013-2014, seconded by Mr. Jones, vote was unanimous.

D. Facilities Request – Laymen's Group for Courthouse Grounds -

Administration received a request from the Brooks County Laymen's Group for permission to use the Brooks County Courthouse for May 14 from 6 am to 4 pm for their Annual Battle of the Grills. Motion made by Mr. Maxwell for Laymen's Group to use Courthouse grounds on May 14th from 6 am to 4 pm, seconded by Mr. Jones. Vote was unanimous.

5. New Business

A. Supplemental Agreement for Capital GDOT 5311 Rural Transit Contract

Georgia DOT provided the Supplemental Agreement to be approved and signed for the 5311 transit program for a computer, the cost for Brooks County is 10%, \$300.00. Mr. Wingate made a motion to approve and authorize Chair to sign the Supplemental Agreement for 5311 transit program for a computer and pay County portion of \$300.00, Mr. Cody seconded. Vote was unanimous.

B. Bid Approval for Annex Building Roof Repairs – Administration received bids for roof repairs at the Annex Building. The bids were to re-seal the roof over the section where the finished part of the building is, due to the heat and moisture being trapped in that portion of the building, only that area is damaged. In addition to sealing the roof, a gable vent will also be installed to help keep excess heat from building up under the roof while the building is not in use. Administration received two bids, one from Ora Builders for \$3,150, another bid that was \$8,100. We were unable to solicit a third bidder. After discussion, on the motion by Mr. Maxwell, seconded by Mr. Wingate, the Board unanimously approved the low bid from Ora Builders in amount of \$3,150 for repairs to the Annex roof and funds will come from Contingencies

C. Bid Approval – Firearms for the Sheriff's Department - Sheriff's Department requested bids from 6 vendors for replacement firearms for the department. Two bids were received, however, one bidder offered a different weapon manufacture than requested within the bid package. The bid was only to replace 8 firearms total. The sole bid, as requested, was \$6,250 from Adel Outfitters. The motion was made by Mr. Maxwell to approve the bid from Adel Outfitters in amount of \$6,250 for firearms for the Sheriff's Department and seconded by Mr. Cody. Vote was unanimous. The Uniform Patrol has funds available for Capital Purchase that would cover the request.

D. Burton Road Drainage Project – Administration and County Engineer, Ben DeVane, met with property owners on Burton Road to discuss the drainage issue with the duck pond. Mr. DeVane discussed several alternatives with the property owners concerning the water level and ideas on how to solve the problem. The easiest solution would be to have an agreement with the pond owner to a set water elevation and give the County access to the dam to maintain that agreed upon water level if needed. County Attorney will prepare an agreement between with the pond owner to a set water elevation and give the County access to the dam to maintain the agreed upon water level if needed. Mr. Wingate made a motion authorizing County Attorney to prepare

an agreement to set water elevation and give County access to maintain agreed upon water level, Mr. Jones seconded. Vote was unanimously.

E. Ramsey Road Surfacing Project - County Engineer, Mr. Ben DeVane, and County Road Superintendent, Glenn Walker, met with representatives of the Four Oaks Plantation regarding their request to lay a rock road base along Ramsey Road and maintain that road with assistance from the County. The proposed improvements would be along the existing road, and would require some drainage improvements from the Road Department. County Attorney, Vann Parrott, inquired regarding perimeters, what will be done; and how doing it. Mr. Parrott will contact the attorney for Four Oaks Plantation; and let the Board know at next month meeting. A motion was made by Mr. Maxwell to approve request by Four Oaks Plantation to lay a rock road base along Ramsey Road; Road Department will do drainage improvements prior to, seconded by Mr. Jones, vote was unanimous.

6. Unfinished Business – None

7. County Administrator Notes/Comments

A. Solid Waste Contract Expiration - Administration has received interest in the Solid Waste Contract for Brooks County. The contract expires on August 2, 2016 with Thomasville Utilities. Administration would like to know if the Board wishes to begin the advertisement period for a new contract. After discussion, on motion by Mr. Wingate, seconded by Mr. Cody, Board unanimously authorized Administrator to begin the process to bid out the Solid Waste Contract.

B. Animal Control - Administration has received requests to investigate the possibility of Animal Control Services in Brooks County. Administration has talked with other local communities and there are many different ways to offer the service and a wide range of expense, depending on the level of involvement. Administration recommends finding a solution were we could contract with another agency to provide service to the County when a vicious dog or serious nuisance exist that is reported through the Sheriff's Department. The County could approach the City of Quitman about a possible agreement with them for the City to respond at the Sheriff's Office request in exchange for a yearly agreement and see if that would be something to interest the City. County Attorney suggested to go back to the City, see if wants to get involved, and if not, search elsewhere. Board authorized Administrator to inquire with City; and if not interested, search elsewhere.

8. Commissioners Notes/Comments

A. Joe Wingate - District 1 – No comment.

B. S. L. Jones, District 2 – No comment.

C. Willie Cody, District 3 – Thanked Glenn Walker for work on Church Lane.

D. Myra Exum, District 4 – No comment.

E. James Maxwell, District 5 – Commented on meeting attended that was held by DOT regarding Safe Routes to School.

9. Executive Session – None

10. Adjournment - Mr. Cody made the motion to adjourn regular meeting at 6:50 p.m.; Mr. Maxwell seconded.

Ms. Myra Exum, Chairperson

Mr. Justin DeVane, Administrator

Ms. Patricia A. Williams, Clerk