

The Brooks County Board of Commissioners met for its Monthly Work Session and Regular Monthly Meeting on Monday, December 4, 2017 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. Willie Cody; and Mr. James Maxwell. Mr. S. L. Jones was not present. Others present were: Mr. Justin DeVane, County Administrator; Ms. Patricia Williams, County Clerk; Mr. Vann Parrott; County Attorney; and various residents.

PUBLIC HEARING – SPECIAL EXCEPTION REQUEST – ELAINE PARHAM – SIGN-IN SHEET PROVIDED

Administration received a request from Zoning for a Special Exception Request to establish an animal rescue shelter on a 13-acre property within the Agricultural zoning district, located at 627 Belcher Road in unincorporated Brooks County. Ms. Elaine Parham made the petition, and currently uses the property for her home. Ms. Sherry Davidson, Planner, SGRC, presented the petition to the Board. The SGRC made a recommendation for approval to the Planning Commission during their meeting on November 21, 2017, but to place additional limitations on the exception as follows:

1. No more than 11 dogs should be present on the property at any one time.
2. All animals and animal pens shall be located behind the house.
3. An adequate privacy fence should be installed surrounding the entire area where animals are kept.

In addition to this request, Ms. Parham will also need approval from the USDA for a licensed shelter. At the Planning and Zoning meeting, several neighbors were present to voice concerns over noise issues, and one stated that there is already 20+ animals on the property creating noise.

Chair asked if anyone present would like to speak for or against the petition. There were none. The husband of the Petitioner, Mr. Jeff Parham spoke to the Board. He explained the process of rescuing dogs and the qualifications required when a dog is picked up. He further informed the Board of how the property is being renovated to accommodate the dogs. There were inquiries of how many dogs at one time; how long the dogs would be housed there? One of the big concern is the noise issue. Board will vote on this issue during the regular meeting. Public hearing closed at 5:26 p.m. to go into the work session.

WORK SESSION – Chair Exum called Work Session to order.

Reports from Committees/Departments

- A. Ben DeVane – County Surveyor/Engineer** – presented project updates.
- 2017 LMIG is almost complete on the remaining project; Greenlake Circle is being graded, resurfacing projects are done. The turnaround has been laid out on Pine Brook; awaiting completion of Greenlake Circle.

- The water main survey on Highway 333 survey is complete; and progress on the plans are half way complete. Preparing bid packet to include making the connection at each house.
- 2018 LMIG Project List has been prepared for Board consideration; continuing to work from the master list. There will be 6.2 miles of leveling and resurfacing; and is proposing 15 miles of road striping to be included. 2018 LMIG Projects consists of seven roads for resurfacing.

B. Stephanie Hollifield – Brooks County Extension – provided the monthly newsletter Brooks County Ag Connection with November in review:

- Stephanie and Michasia attended the Southwest District Program Development meeting in Tifton, GA.
- Brooks County was recognized at the 2017 GACAA Conference.
- Dr. Paul Bertrand, UGA Plant Pathologist, visited with Stephanie in Brooks County.
- Stephanie hosted and made a presentation to the Brooks County High School, Future Business Leaders of America.

Chair closed Work Session to go into the Regular Meeting at 5:49 p.m.

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

A. Prayer & Pledge – Mr. Nick Hampton, Crosspointe Church, led all in attendance in prayer and pledge of allegiance.

2. Approval of Agenda

A. December 4, 2017 Regular Monthly Meeting – Mr. Maxwell made a motion to remove item 5D from agenda, Appointment to the Elections Board, to set a meeting with Election Board, Mr. Cody seconded. Vote was unanimous. Mr. Wingate made the motion to approve the remaining agenda, 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 November 4, 2017

4. Appearances

A. Steve Schreck – Concerns about Fire Protection Fee Collection - Administration received a request from Mr. Steve Schreck to address the Board concerning the issues with the Fire Protection Fee. Mr. Schreck is concerned that no action is being taken against those who do not pay and feels like that fee should be converted to a 1 mill tax to provide stronger enforcement. He has further concerns regarding the amount of the fire fee; stating he is paying much more taxes with the fee included. He also inquired whether or not the Board has considered any changes to the fee and how it is

collected; and how they came up with the amount of the fee? Chair Exum advised Mr. Schreck that the Board has and will take his concerns into consideration.

5. New Business

A. Special Exception Request – Elaine Palmer – Mr. Wingate stated that he is not ready to vote at this time; he needs more understanding; cannot make decision. The Board agreed with Mr. Wingate in regards to the need for more information and understanding; but do not want to discourage the Applicant; but want to be certain it is done right. He is currently in violation of the Ordinance by housing more than 10 dogs, as he stated. The Board further stated Mr. Palmer needs time to get the kennel in order. Therefore, after discussion; Mr. Wingate made the motion to deny the request of Elaine Palmer to establish an animal rescue shelter on the 13-acre property located at 617 Belcher Road; Mr. Maxwell seconded. Vote was unanimous.

B. Contract Approval between the Circuit Public Defender Office of the Southern Judicial Circuit and the Governing Authorities of Brooks, Colquitt, Echols, Lowndes, and Thomas Counties – Administration received a request from the Public Defender's Office to review and authorize a new agreement for 2018 for Indigent Defender Services. On the motion by Mr. Maxwell, seconded by Mr. Cody, Board unanimously approved the Agreement among the Circuit Public Defender Office of the Southern Judicial Circuit and the Governing Authorities of Brooks, Colquitt, Echols, Lowndes, and Thomas Counties for 2018 for Indigent Defense Services.

C. Appointment to the Tax Assessor's Board - The Tax Assessor's Board submitted a request for appointment to the Assessor's Board. Mr. Daniel Graham is currently serving on the Board and is willing to continue serving. Mr. Cody motioned to approve the appointment of Mr. Daniel Graham to serve another three year term on the Brooks County Tax Assessor's Board; Mr. Wingate seconded. Vote was unanimous.

D. Appointment to the Elections Board – The agenda was amended to remove this item; and a meeting will be scheduled with the Elections Board.

E. Award Contract for 5311 Services - Administration is requesting the approval of bids for the 5311 Transit Contract. The County received only one bid, from MIDS Transportation, Inc., out of Valdosta, GA. The bid would continue transit services already in place with MIDS to operate the 5311 Transit program for Brooks County. Motion made by Mr. Wingate and seconded by Mr. Maxwell to award the 5311 Transit Contract to MIDS Transportation, Inc. for Brooks County transit program. Vote was unanimous.

F. Certificate of Deposit Bids - Administration received bids for Certificate of Deposits from several bidders. The County proposed two General Fund CDs estimated at a minimum of \$1.8 million and one Fire Fund CD for \$250,000. The bids are as follows:

Bidder	APR	APY
Edward Jones	1.63%	1.633%
Citizens National Bank	1.16	1.166
Ameris Bank	1.1	1.11
Colony Bank	1.01	1.01

Administration recommends Edward Jones by Brewer Bentley of Quitman. Mr. Maxwell made a motion to award the two General Fund CDs and one Fire Fund CD to Brewer Bentley of Edward Jones Investments; Mr. Cody seconded. Vote was unanimous. There is no penalties for early withdrawal and funds are secured with FDIC.

G. Appointment to the Brooks County DFCS Board - The Brooks Co. DFCS Board submitted a letter stating the appointment for Lari Hagan would need to be re-appointed. Ms. Hagan serves for District 3 and has asked to be replaced due to personal issues. The new appointment will serve a 5 year term and meetings are held the 2nd Tuesday of the month. Requirements for appointment have been included. Mr. Cody made a motion to appoint Ms. Armetta C. Waller to serve on the Brooks County DFCS Board for a five year term, Mr. Maxwell seconded, vote was unanimous.

H. 2018 LMIG Project List - County Engineer Ben DeVane has prepared for the Board consideration, road resurfacing projects for the 2018 LMIG project. In addition to 6.2 miles of road resurfacing, we are also proposing 15 miles of road striping.

Those roads are as follows:

Road Name	Begin Point	End Point	Mileage
BCR 275 Grooverville Road	Johnson Road	Cullen Road	0.8
BCR 14 Studstill Road	Oliff Road	Crosbytown Road	1.4
BCR 136 Pleasant Hill	Dean Road	Gay Road	0.6
BCR 167 Beatty Road	Adams Road	SR 122	0.4
BCR 275 Grooverville Road	Mailbox 3651	Ferris Road	1.5
BCR 14 Studstill Road	Troupeville Road	Oliff Road	1.0
BCR 136 Pleasant Hill	Green Gate on Left	Dean Road	0.5
		Total Mileage	6.2

All seven roads would be considered resurfacing projects. We are also recommending that 15 miles of road be restriped (new paint). That list will be prepared as needed, but it is proposed that \$5,500 will cover the cost clip, sweep, and paint one mile of road. We are proposing 15 miles at an approximate cost of \$100,000. The estimated cost of the resurfacing project is \$720,000. This would result in a total project cost of \$820,000, which would meet the GDOT LMIG funds plus the required 30%. The Board unanimously approved the 2018 LMIG Project List for seven roads totaling 6.2 miles; and include 15

miles of roads to be restriped on the motion by Mr. Cody; and seconded by Mr. Maxwell.

I. Agreement between County and Boys and Girls Club for Truck and Trailer

Administration put together a draft agreement with the Boys and Girls Club to supply the recreation program with a truck and an enclosed trailer to be used for Brooks County Recreation. The County would purchase the truck and trailer and then allow payments from the monthly support payments that the Boys & Girls Club normally receives. Administrator would like for the County Attorney to draw up such an agreement, with the Boys & Girls Club agreeing to 48 equal payments. Cass Burch has agreed to honor the same pricing for a truck that was given to the County through State Contract when the County purchased a similar truck for Narcotics.

Mr. Wingate made the motion to authorize County Attorney to prepare an Agreement for lease to own to purchase a truck and trailer and allow payments from the Boys & Girls Club monthly support payments they currently receive for a 48-month payment plan to replace funds; Mr. Cody seconded. Vote was unanimous.

On the motion by Mr. Wingate, seconded by Mr. Cody, the Board unanimously approve the purchase of a truck and trailer for Recreation Department; funds will be taken from Contingency Fund; and be replaced by Boys & Girls Club over a 48-month period.

6. Unfinished Business - None

7. County Administrator Notes/Comments

A. Christmas Holidays – Administration informed Board of Christmas Holiday schedule. Christmas Holidays for the County will be observed as follows:

Christmas Eve and Christmas Day: Monday, December 25th and Tuesday, December 26, 2017.

New Year's Day: Monday, January 1, 2018

First Commission meeting will be Monday, January 8, 2017.

B. Employee Longevity Pay - Administration is requesting the Board's consideration for the annual employee longevity pay that is issued each year during December.

The total amount is based upon each employee's tenure with the County.

For 2017, the amount is \$13,500. Board normally approves this amount from Contingency as it is not a budgeted amount. Mr. Maxwell made the motion; seconded

by Mr. Wingate; Board unanimously approved the 2017 Employee Longevity Pay in amount of \$13,500; to be disbursed from Contingency Fund.

8. Commissioners Notes/Comments

A. Joe Wingate - District 1 – Read a letter submitted by Mr. Todd Key regarding his concerns of trash containers being left on the right-of-way after it has been picked up by Advanced Disposal; and questions about storm cleanup.

B. S. L. Jones, District 2 – Not present.

C. Willie Cody, District 3 – Commented on concern about curve on Dry Lake Road needs signage/reflectors to abut traffic of sharp curve.

D. Myra Exum, District 4 – Expressed wishes for the holidays to everyone.

E. James Maxwell, District 5 – No comment.

9. Executive Session

A. Property

B. Legal

10. Adjournment - Mr. Cody made the motion to adjourn regular meeting at 6:35 p.m. to go into Executive Session; Mr. Maxwell seconded.

The Executive Session was closed to return to regular meeting on the motion by Mr. Maxwell; seconded by Mr. Cody at 6:48 p.m.

No decision was made.

On the motion Mr. Maxwell, seconded by Mr. Cody; Board adjourned the regular meeting unanimously at 6:50 p.m.

Ms. Myra Exum, Chair

Mr. Justin DeVane, Administrator

Ms. Patricia A. Williams, Clerk