

The Brooks County Board of Commissioners met for its Monthly Work Session and Regular Monthly Meeting on Monday, March 4, 2019 at 5:00 p.m., in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Mr. James Maxwell, Chairman; Mr. Patrick Folsom, Vice Chair; Mr. Rhett Rowe; Ms. Myra Exum; and Mr. Willie Cody. Others present were: Ms. Patricia Williams, Interim County Administrator/County Clerk; Mr. Luke Mitchell, County Attorney; and various residents.

PUBLIC HEARING - None

WORK SESSION – Chairman called Work Session to order.

A. Armetta Waller – Dismissal from Library – Ms. Waller appeared to provide information to the Board on events at the Brooks County Library which resulted in her termination.

B. Donald Turner – Concerns Trash on Troupeville Road – Mr. Turner appeared regarding concerns of trash/litter on Troupeville Road. Stated it makes the road look bad and embarrassing. Inmates from Brooks County Jail went out and picked up trash/litter. He inquired to the Board if there is any plan to keep the trash picked up on a regular basis. Ms. Exum advised Mr. Turner she would look into getting the trash picked up on a regular basis.

C. Mayor of Pavo – Appeared in regards to concerns of patching the other end of Beaty Road on the Hwy 122 end; one end was done approximately one year ago; but the other end was not done. He also voiced concerns about the Fire Station property that was never cleaned up after the station was built; trash still remains from the construction of the building.

Reports from Committees/Departments

A. Scott Routsong – Brooks County Library – Presented report for February 2019:

- Library had 2110 patrons visit the library in February.
- Library had numerous programs.
- Continues to do outreach in the community; such as Presbyterian Home; and story time.
- Attended the Facilities Summit “Disaster Preparedness”.
- Attended Financial Training Workshop; and teaching computer classes.
- Will provide names for Trustee Board by next meeting.

B. Stephanie Hollifield – Extension Office – Reported for February 2019:

- Introduced new Secretary, Kelly Allen, replacing Andrea Duncan; who is the Brooks County 4-H Educator.
- Continued providing agronomic education programs for Brooks County producers.
- Held Brooks County Extension Cotton Production meeting on February 12th.
- Exhibited a UGA Extension Booth at 2019 Brooks County High School Career Fair on February 26th.

- In 4-H news: the annual 4-H Sportsman's Raffle at Out on A Whim on February 1st.

C. Robert Vann – Landfill Operator/Manager – Updated Board on Concerns at Brooks County/City of Quitman Closed Landfill:

During a scheduled monitoring event, it was revealed that excessive amounts of methane gas was detected in one of the monitor wells (MM14). Mr. Vann reported to the Board the best and safest way to determine where the issue is; would be to hire a company that can run cameras through the main line to visually determine the area involved. Located two companies with ability to televise the line; Bay Area Environmental Services and RPI Underground. Bay Area Environment estimated the cost to be approximately \$3,600 - \$5,075; only to locate problem; does not include repairing it. RPI Underground quoted an estimate of a minimum charge of \$1,200; if shoot entire 800 feet; cost will be approximately \$4,000. Also, this issue could cause TTL to have to monitor on a monthly basis rather than quarterly basis; which will result in more expenses.

D. JJ Allen – Road Department – Provided road update report for February 2019:

- Reported 80% of grading is complete; been working between rain showers. Has implemented a new grading system to track graders to see progress.
- Alderman Road is complete and re-opened.
- Tallokas Road will be done by Road Department; which will be cost-saving. Will begin work next week.
- Has started spring mowing.
- Pleased with Inmate help; and working on strategy to keep going and working together.
- Have completed 30 tons of pothole repairs. The new material is working great.
- Stated he is proud of his crew; and good to see work getting done.
- Mr. Rowe inquired about dirt leveling at Recreation Department with activities starting soon; Mr. Allen responded it should be done within the next two days.
- Mr. Maxwell asked Mr. Allen to check Webster Road; the City has done their part.
- Will get with Ben DeVane on Pine Branch once he has submitted plan to the Board.

E. Ben DeVane – County Surveyor/Engineer – Updated the Board on projects:

- The bids for the 2018 LMIG and Striping have been submitted; four bids were received: Capital Asphalt, H & H Paving, Reames & Son; and Scruggs Company.
- Tallokas Road – Road Department will install 60 inch pipes and box culvert. The project will take approximately 12-16 weeks.
- Rogers Road has been staked. Administration will call Georgia Power regarding moving power lines.
- CR 262 – Pine Branch: Plats, deeds, maps are complete; will start survey this week; get information regarding drainage; determine pipe size; set elevation and stake.
- Got with Zoning Department in regards to heavy trucks parking in Green Lake Subdivision. Problem has been resolved.

Chairman closed Work Session to go into the Regular Meeting.

1. **Call to Order** – Chairman called meeting to order.

A. **Prayer & Pledge** – Dr. Leroy Hunter led all in attendance in prayer and pledge of allegiance.

2. **Approval of Agenda**

A. **March 4, 2019 Regular Monthly Meeting** – Mr. Cody made a motion to amend the agenda to include Budget Amendment under New Business, and change 5A under New Business 2018 LMIG Bid Award to 2018 LMIG and Striping Bid Award, Mr. Folsom seconded. Vote was unanimous.

3. **Approval of Minutes**

On a motion by Mr. Cody, seconded by Ms. Exum, the Board unanimously approved corrections to the following minutes:

A. Monthly Work Session & Regular Meeting February 4, 2019

Correction (1): Commissioners present – Ms. Exum was not present; delete her name

Correction (2): Reports from Committees/Departments – Ben DeVane, County Engineer went out and looked at the water flowing on Tallokas Road; reviewed DNR Guidelines to see if they needed to be involved.

Correction (3): Looked at Hamlin Road's inventory and rate in three areas, approximately 3,680 feet needs work .07 of a mile; will cost \$98,000.

B. Special Called Meeting January 29, 2019

4. **Appearances**

A. **Yurshema Flanders – Lovejoy Chapter #246 – Community Easter Egg Hunt** - Administration received a request from Ms. Yurshema Flanders for use of Courthouse grounds for a Community Easter Egg Hunt on April 6, 2019 from 1:00 p.m. until 4:00 p.m. Ms. Bertha Hollis appeared instead for Ms. Flanders to present the request. The motion was made by Mr. Cody and seconded by Mr. Rowe, to allow Lovejoy Chapter #246 to use Courthouse grounds for a Community Easter Egg Hunt on April 6, 2019 from 1:00 until 4:00 p.m. The vote was unanimous.

B. **Joe Leverett – Coroner – Moving Coroner's Office & Cooler** – Coroner Joe Leverett submitted request for approval to move Coroner's Office and Body Cooler from 911 Center to Grady EMS building. EMS will provide an office and area for Body Cooler in their building for \$600 per month. Ms. Exum motioned to approve the request to move Coroner's Office and Body Cooler to Grady EMS; contract for \$600 per month; and no funds are needed at this time; Mr. Folsom seconded. Vote was unanimous.

5. New Business

A. 2018 LMIG & Striping Award – Four bids were received for the 2018 LMIG & Striping:

1.	Capital Asphalt, Tallahassee, FL	\$2,547,857.50
2.	H & H Paving, Quitman, GA	\$1,276,839.90
3.	Reames & Son, Valdosta, GA	\$1,323,489.05
4.	Scruggs & Company	\$1,316,857.58

On the motion by Mr. Cody, seconded by Mr. Folsom, the Board unanimously awarded the bid for 2018 LMIG & Striping to H & H Paving in amount of \$1,276,839.90, the remaining balance of \$187,985.45 will come from SPLOST 6 funds.

B. Brooks County Budget Ordinance – The current Budget Ordinance was adopted in 1999. The Ordinance needs to be amended to change the fiscal year from beginning October 1st and ending September 30th, to beginning July 1st and ending June 30th. There are additional amendments to be considered. The Board asked County Attorney to review the Ordinance by the next meeting. Ms. Exum motioned to table this item until next meeting; Mr. Folsom seconded; vote was unanimous.

C. DOT – Off System Safety Project for FY 2020 – Administration received notification from GDOT advising Brooks County has been selected for a federally funded Off System Safety Project for FY 2020. The project is fully funded, GDOT will let and inspect. In return they ask the County to clip the shoulders and pick up or remove the signs replaced. The deadline to submit the package and required documentation is March 22nd. Board authorized County Engineer to proceed with preparing a submittal package to GDOT by March 22, 2019 for the Off System Safety Project.

D. DOT – Centerline Mileage for LMIG – GDOT submitted notification to the County regarding centerline mileage information, for both paved and unpaved roads to be submitted no later than April 12, 2019. This information determines appropriate funding levels for the Local Maintenance and Improvement Grant program (LMIG). County Engineer will get with Administration and submit the annually required report.

E. Brooks County Employee Health Insurance Renewal – The County Employee Health Insurance renewal process is approaching. We should be getting current information from current provider by mid-April. Open enrollment begins in June; and the renewal date is July 1st. On motion by Mr. Cody, the Board approved putting the Employee Health Renewal out for bid and authorized Administration to contact other insurance providers, Mr. Folsom seconded. Chairman called for the vote. Mr. Cody, Mr. Folsom voted in favor, Ms. Exum and Mr. Rowe voted no. The vote was tied; Mr. Maxwell broke the tie in favor of putting the Employee Health Renewal out for bid.

F. County Attorney – Discussion on Request for Proposal – This item was placed on the agenda for discussion. Chairman inquired if there is a conflict of interest for Attorney Luke Mitchell to also represent the Board of Education. Attorney stated there is no conflict; being there is not an antagonistic relationship between the County and the Board of Education. Even if a conflict was to arise, it would be small and rare; and an outside neutral party would be brought in. The Board was satisfied with his response.

G. Amend Budget – Tag Reader – Sheriff’s Department – Administration received a request from Sheriff Dewey to purchase upgrade for tag reader that was damaged in an accident. The cost is approximately \$14,227.50. There are no funds in Uniform Patrol budget for the purchase. The County received a reimbursement check for the property damage claim in amount of \$13,361. Administration inquired with County Auditor in regards to using the reimbursement to help with tag reader upgrade. Mr. Zeigler advised the funds can be used; however; the Board will need to amend the General Fund budget to transfer funds to Uniform Patrol budget; and the remainder for the purchase will come out of Federal Seizure Account. Ms. Exum made the motion, Mr. Rowe seconded, to transfer funds from General Fund to Uniform Patrol Capitol Purchase line item in amount of \$13,361 to purchase upgrade for tag reader; and remainder (\$900) will come from Federal Seizure Account. Vote was unanimous.

H. CID Building & Courthouse Improvements – Administration received information regarding the Indoor Air Quality Testing for County Buildings performed by Alternative Construction & Environmental Solutions, Inc. (ACES). The Project Manager for ACES advised that the problem with the CID building is the humidity balance; the balance needs to be checked by an HVAC person to bring down and balance the humidity. The Courthouse roof needs to be inspected for leaks to see where water/moisture is coming inside the upstairs offices; and the humidity balance needs to be checked also.

I. Amendment to FY2019 Budget – Chairman discussed amending the current FY2019 budget to include additional funds. At this time the Board does not have an amount to amend the budget; therefore; this item was tabled until the April meeting.

6. Unfinished Business

A. Change to 2019 Board Appointments – During the February meeting, Chairman amended the agenda to make changes to their 2019 appointments; but the item was tabled until all Board members are present. Ms. Exum was appointed to the Council on Aging, Mr. Folsom appointed to Mid South RC&D Council, Mr. Cody and Mr. Folsom were appointed to Public Works; and Mr. Rowe and Mr. Cody were appointed to Recreation (Boys and Girls Club).

B. Appointment to Library Board – This item was tabled during the February meeting to allow other recommendations from the Board. Due to resignation of Mr. Jon Johnson, the Library Board needs an appointment to complete his term which expires 2022. Mr. Cody recommended Ms. Mary Henley; and Mr. Folsom submitted an

Application for Appointment from Ms. Julie Swann. Chair called for the vote. Mr. Cody and Mr. Maxwell voted yes to Ms. Henley. Mr. Folsom, Ms. Exum, and Mr. Rowe voted for Ms. Swann. The vote was three to two. Mr. Rowe made the motion to appoint Ms. Swann to the Library Board; Mr. Folsom seconded.

B. Mack Truck Lease – Road Department - During the February meeting, Board received three bids from Govquote; and one loan proposal from Ameris Bank for a Mack Truck. Board discussed the quote from Trans Power, Inc., which was previously submitted, for a lease/purchase option. Board discussed the lease v. buy option. Mr. Folsom made a motion to approve the lease/purchase option from Trans Power, Inc., with a three year term; monthly payment of \$2,244.56; and funds will come from SPLOST 6. Chairman called for the vote. Ms. Exum opposed; Mr. Rowe abstained. Mr. Maxwell, Mr. Cody; and Mr. Folsom voted yes. Vote was 3 to 2.

C. Health Department Roof – The Health Department roof was put out to bid; and closed February 27th. No bids were submitted. Board considered whether or not to put it out for bid again or to accept the proposal previously submitted by Azalea Roofing for \$8,212.77. On the motion by Ms. Exum, seconded by Mr. Folsom, the Board unanimously approved the quote from Azalea Roofing, contingent upon approval by Building Inspector and all paper work is in order; and the funds will come from SPLOST 6.

7. County Administrator Notes/Comments

A. Solid Waste Collections – The Board has discussed the possibility of not renewing the contract with Advanced Disposal. Notification will have to be given to Advanced prior to June 1st to stay within the contract renewal period. Board authorized Administration to contact other services. Administration has spoken with Thomasville Solid Waste; and they are pleased to be considered; and look forward to the opportunity to provide service to Brooks County; if that is what the Board decides to do. During the February meeting, the Board asked County Attorney to look at the current contract and report back to the Board. County Attorney advised the Board to make sure to send them notice prior to the cutoff date if intend to terminate. Board tabled this item on the motion by Ms. Exum until the April meeting to get information from Thomasville; Mr. Cody seconded. Vote was unanimous.

B. EPD – Post-Closure Care Inspection – Two Deficiencies – Administration received notice from EPD regarding two deficiencies found during a routine post-closure inspection at the Landfill on January 30, 2019.

1. Post-Closure Care Plan Condition 2A – Areas of ponding water were observed at various locations around the landfill. Severe sinkhole-like subsided areas were also observed at the top of the landfill.

2. Post-Closure Care Plan Condition 2A – Small erosion rills have formed on the southern landfill slope near the sediment pond. The erosion issue, which was caused by recent pond maintenance, has caused waste to become exposed.

Brooks County has been requested to repair all subsided areas and restore positive drainage to all portions of landfill. And also, repair all erosion issues and ensure all waste is covered with appropriate final cover.

A letter needs to be submitted to the Albany District office detailing the corrective measures taken to resolve the issues no later than March 11, 2019. Administration has met with Mr. Robert Vann, Landfill Manager/Operator, and he will prepare the letter detailing the corrective measures.

8. Commissioners Notes/Comments

- A. Rhett Rowe - District 1** – No comment.
- B. Patrick Folsom, District 2** – No comment.
- C. Willie Cody, District 3** – No comment.
- D. Myra Exum, District 4** – No comment.
- E. James Maxwell, District 5** – No comment.

9. Executive Session – Personnel

Mr. Cody made the motion to close regular session and go into executive session at 7:28 p.m., Mr. Rowe seconded.

Board returned to executive session at 7:39 p.m. on the motion by Ms. Exum; seconded by Mr. Cody.

After discussion, Mr. Folsom motioned to re-run the ad for County Administrator position and to broaden the search, and the deadline for applications/resumes is April 30, 2019, Mr. Cody seconded. Ms. Exum opposed. Vote was 4 to 1.

10. Adjournment - Mr. Cody made the motion to adjourn regular meeting at 7:42 p.m.; Mr. Rowe seconded.

Mr. James Maxwell, Chairman

Ms. Patricia A. Williams, Interim Administrator/County Clerk