

The Brooks County Board of Commissioners met for a Special Called Meeting and FY2021-2022 Budget Work Session on Tuesday, June 29, 2021 at 5:15 p.m. in the Commissioners Meeting Room at the Brooks County Administration Building located at 610 South Highland Road, Quitman, GA. Commissioners present were: Mr. Patrick Folsom, Chairman; Mr. James Maxwell, Vice Chairman; Mr. Willie Cody; and Mr. Rhett Rowe. Ms. Myra Exum was present via telephone. Others present were: Ms. Jessica McKinney, County Administrator; Ms. Patricia Williams; County Clerk; Ms. Kim Daniels, Human Resources; James Burchett, County Attorney; and various residents.

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

**Prayer/Pledge** – Mr. Cody led all in attendance in prayer and the pledge of allegiance.

2. **Special Called Meeting**

1. **Tax Commissioner – Contract with City of Quitman to Collect Taxes** – Tax Commissioner, Becky Rothrock, appeared to present the request from Mayor Nancy Dennard to bill, process, receive and collect ad valorem taxes by and on behalf of the City of Quitman. A contract between the City of Quitman; Brooks County; and Brooks County Tax Commissioner will need to be agreed upon. Tax Commissioner recommends this agreement be entered into in order to provide the taxpayers and citizens within the City of Quitman more efficient governmental services. The County will be compensated by the City of Quitman for billing and collection services; which will approximate the actual cost of services. The Board needs to decide the rate to be charged to the City of Quitman; the maximum rate is 6%. The Board set the rate of 3% to be charged, total amount \$10,584.45; and ratified the contract between the City of Quitman and Brooks County, on the motion by Mr. Maxwell; and seconded by Mr. Cody. The vote was unanimous.

2. **2020 LMIG Bid Opening Results/Recommendation** – Three bids were submitted for the 2020 LMIG Road Project List that were opened on June 17, 2021:

1.	The Scruggs Company	\$1,016,354.59
2.	Reames and Son	\$1,143,004.99
3.	H & H Paving	\$1,068,634.95

The Scruggs Company was the low bidder; and H & H Paving was the second lowest. H & H had a \$6,000.00 error which they still came in as the second lowest bid. County Engineer, Ben DeVane, recommended the bid be awarded to The Scruggs Company. On the motion by Mr. Maxwell, the Board unanimously approved and awarded the 2020 LMIG Road Project List to The Scruggs Company; Mr. Cody seconded.

3. **FY 2021-2022 Budget Recommendations/Adoption** - County Administrator presented the Proposed FY 2021-2022 Budget for Board's second review and hopefully adoption. The FY2021 Budget was \$12,598,669.90 and the projected FY2021-2022 Budget is \$13,101,000; an increase of \$502,330.10; which is due to CARES Act funding.

#### **Administration**

Requested full support IT/Network Management (Cyber Security), Time Clock System for a total amount of \$151,500.00.

**Tax Commissioner**

Additional part-time staff, and unforeseen expenses, total \$30,000.00.

**Tax Assessors**

No increase.

**Sheriff**

Chairs with leather and side arms, \$10,500.00.

**Jail**

Part-time Detail Officer, salary of \$30,000.00.

**Road Department**

A Sidearm for \$65,000.00; annual payments.

**Recycling/Landfill**

Repair and maintenance increase, part-time salary to extend hours, \$25,000.00.

**911/EMA**

Requested two full-time Dispatchers, one full-time Dispatcher was approved (\$35,000) and annual fee for software \$45,578.28.

**Elections**

Additional part-time staff; and unforeseen expenses, \$45,000.00.

**Probate** – Additional to offset requested expenditures; \$8,500.00.

**Magistrate** – Additional Judge, \$15,000.00.

**Fire Department** – Fire Chief salary adjustment, volunteer pay program, commercial washer/dryer, \$75,500.00.

**Superior Court** – Training, salaries, phone, internet, fees, supplies, KOFIL, \$75,000.00.

**Uniform Patrol** – Two additional Deputies, \$85,000.00.

**EMS Services Subsidy** – Increase to \$500,000.00 to allow for renewal negotiations.

**Buildings & Plants** – Funds will come from SPLOST/CARES

**Ag Extension** – Computer replacement (cost share amount), and replace vehicle, \$40,869.00.

**Current SPLOST 6 Eligible Projects/Money (Backed Out of Expenditure Requests)**

- Public Safety - 6 New Durangos @ \$39,500.00
- Construction, Repair, Renovations: Courthouse \$30,000.00, Ag Building Annex new roof \$75,000.00; Generator for Administration Building \$60,000.00.
- IT Infrastructure \$60,000.00 for computer equipment update enterprise wide.
-

**Current SPLOST 7 Eligible Projects/Money (Backed Out of Expenditure Requests)**

- Washington Street Gym \$50,000.00

**Current TSPLOST Eligible Projects/Money (Discretionary)**

- ROW Cutting Contract R & G Tree Service (Prof. Services Road Department Projects) \$225,000.00
- JMAR Loop \$275,000.00

**Current CARES Act Eligible Projects/Money**

- Uniform Patrol Vehicles (4) \$158,000.00
- Senior Center Re-Opening Precaution Set Up \$10,000.00
- 3% COLA Increase to all employees \$95,000.00
- Salary Study Adjustment \$257,120.57

On motion by Mr. Rowe, the Board unanimously approved/adopted the recommendations from County Administrator, Ms. Jessica McKinney, for the proposed FY2021-2022 Budget, Mr. Cody seconded.

**3. Workshop**

July 12, 2021 Regular Monthly Meeting Agenda Review/Discussion/Approval

Under Appearances, add Kurt Childers, upon completion of Agenda Request, to discuss naming the New Ag Building.

**New Business to be Added**

1. Contract Renewal – Jim Owens, Road Consultant
2. Quitman Solar II – Intergovernmental Agreement Ratify/Execute

**Unfinished Business to be added**

Re-visit Lawn Service Contract

**4. Adjournment**

On the motion by Mr. Maxwell, seconded by Mr. Cody, the Board adjourned the work session at 7:00 p.m.

Mr. Patrick Folsom, Chairman  
Ms. Jessica McKinney, County Administrator  
Ms. Patricia A. Williams, County Clerk