

The Brooks County Board of Commissioners met for its Regular Monthly Meeting on Monday, May 3, 2021 at 5:00 p.m., in the Commissioners Meeting Room located 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; Ms. Myra Exum; and Mr. Rhett Rowe. Others present were: Mrs. Jessica McKinney, County Administrator; Ms. Patricia Williams, County Clerk; Ms. Kim Daniels, Human Resources; Mr. James Burchett, County Attorney; and various residents.

Public Hearing – None

1. CALL TO ORDER

Prayer & Pledge of Allegiance – Chairman called the Regular Meeting to order; and asked Mr. Donald Turner to lead all in attendance in prayer and pledge of allegiance.

2. APPROVAL OF AGENDA

On the motion by Ms. Exum, seconded by Mr. Maxwell, the Board unanimously approved the agenda for May 3, 2021 regular meeting.

3. Approval of Minutes

On the motion by Ms. Exum, seconded by Mr. Maxwell, the Board unanimously approved the minutes of the following meetings, **with a correction to the minutes of the Special Called Meeting/Workshop; page 2 of 3; under Item E; change the number of trees from 1900 to 19 trees:**

- Regular Monthly Meeting April 5, 2021
- Special Called/Workshop April 28, 2021
- Executive Session April 28, 2021

4. APPEARANCES

A. Todd Key – Concerns

a. Sirens/Tornado Warnings – Placement of Devices – Mr. Key addressed his concern regarding installation of sirens/warnings for tornadoes to alert citizens.

b. Request for Ditch Repair (Digging out and not scraping ditches) – Would like the Road Department to clean out ditches rather than dig them out.

c. Animal Control – Requested Board consideration of implementing an Animal Shelter/Animal Control.

5. NEW BUSINESS

A. Termination of Screven Street Properties (Lease through 12/31/2021) – During the renovations at the Courthouse, the County has been leasing buildings to house the offices in the Courthouse (Superior & State Court, Sheriff's Office, Probate Court, and Victim Witness). The Courthouse renovations are complete; and the offices will move back into the Courthouse. Administration is requesting to maintain the property at 315 E. Screven Street for Magistrate Court for a minimal of 12 months, June 1, 2021 until May 31, 2022. The Board unanimously approved Administration's request to maintain the property at 315 E. Screven Street for the Magistrate Court for one (1) year on the motion by Mr. Maxwell, seconded by Mr. Rowe.

B. RFP of County Building Landscape Properties (911/EMA, Admin, Courthouse, Ag Building, Head Start, Fire Stations, Library) – Administration requested to release an RFP for landscaping services for County Buildings. Ms. McKinney would like to see if other companies

are interested and what type quotes would be submitted compared to current service by Green Grass Lawn Care, LLC. Mr. Maxwell made the motion approving the release of an RFP for landscaping services of County Buildings (911/EMA, Admin, Courthouse, Ag Building, Head Start, Fire Stations, and Library), Ms. Exum seconded. Vote was unanimous.

C. Food Truck – Sly Fox Antiques – Owner of Sly Fox Antiques is requesting a permit to place/operate a Food Truck for their grand opening on May 7th and 8th. The truck would be placed at the back of the Courthouse. The City has approved; the County would be their backup plan in the event a change occurred. Mr. Maxwell made the motion, Mr. Rowe seconded; approving Sly Fox Antiques to use the parking area behind the Courthouse on Stevens Street for their grand opening event on May 7th and May 8th. Vote was unanimous.

D. Emergency Tree Cutting Service (3 Bids Received) – Three bids were received for an emergency tree cutting service. The bids were opened during the special called meeting held April 28, 2021. There were questions and information that needed clarification. Ms. Exum inquired of the location of the trees; and would like to see pictures of the trees. Mr. Rowe inquired as to why the tree cutting is deemed an emergency. After discussion, Ms. Exum made a motion, Mr. Rowe seconded, to table this item for more information.

E. Grady EMS – Administrator met with Grady EMS and was informed of their request for amendment to increase their annual subsidy. Currently, Brooks County provides a subsidy of \$405,000 to Grady EMS, without the County building, broken into 12 monthly installments. Grady is proposing a 2-year revision if the County agrees to amend the contract.

- Beginning August 1, 2021, with County building provided, Grady wants the County to provide a subsidy of \$455,000 in 12 monthly installments of \$37,917.
- Beginning August 1, 2022, County will provide a subsidy of \$480,000 in 12 monthly installments of \$40,000.

Ms. Exum made a motion to table this item for further discussion; Mr. Maxwell seconded. Vote was unanimous.

6. UNFINISHED BUSINESS

A. JMAR Loop Progress – County Engineer, Mr. Ben DeVane, has met with the water Representative for the Subdivision; and wants to schedule a meeting with the Administrator and water Representative. Mr. DeVane stated he has done the topo, and drawing to look at from an engineer stand point.

B. USDA Lease – Administrator informed the Board of the progress on the lease with USDA for their space in the New Ag Building. Ms. McKinney advised she has negotiated the lease payment up to \$111,000 for 10 years from \$6,000 for 10 years.

C. Gas Pump at CID Building – The Board approved the purchase and replacement of the gas pump at the CID Building during the February 1, 2021 meeting at the cost of \$8,020.38. The gas pump has not been replaced. Administrator received a new quote for an increased amount of \$11,593.25. Board questioned why it had not been done? Whose responsibility is it to make sure it is done, Administrator or Department Head? County Attorney reviewed the quote and advised the Board of the difference in equipment; and the need to clarify if getting the

same thing quoted. On the motion by Ms. Exum, the Board tabled this issue for clarification on the quote and pricing, Mr. Cody seconded. Vote was unanimous.

7. COUNTY ADMINISTRATOR NOTES/COMMENTS

- **Courthouse Ribbon Cutting** – May 25, 2021 at 12:00 noon, between the Town Hall Session
- **Status of Ag Build** – Construction has been held up due to not being able to get materials, which was triggered by COVID.
- **Increased Building Security** – Building Security is being increased at the Admin Building, walk thru is limited. Smoke alarms will be installed in the Courthouse.
- **Property for Future Admin Building Site:** Closing Date Tentative for May 3rd – Closing did not happen. There is a discrepancy with the acreage in the deed due to the property being transferred many times. County Attorney is working on it; the deed may need to be revised; if no revision is needed; could close on property by end of next week.
- **Town Hall Session Workshop/Preparation** – Administration provided two dates for Town Hall Session Workshop, May 10th or May 13th at 5:00 pm. The Board unanimously agreed the Town Hall Session Workshop will be held May 10, 2021 at 5:00 pm.
- **Budget Workshop** – Three dates were provided, June 7th for discussion, June 15th for discussion/possible adoption, and June 24th for adoption, if needed. Budget workshops will be held June 15th and June 24th at 5:15 pm.

On the motion by Mr. Maxwell, seconded by Mr. Cody, the Board closed the regular meeting to go into executive session at 5:51 pm.

On the motion by Mr. Maxwell, the Board went out of executive session at 7:02 pm to go back in the regular meeting, Mr. Cody seconded.

8. EXECUTIVE SESSION

A. Personnel – Mr. Rowe made a motion to act on the guidelines of the Human Resources Coordinator and Administrator, provide a written reprimand, which is the lowest possible action of discipline; Ms. Exum seconded. Chairman called for the vote. Mr. Maxwell and Mr. Cody opposed. Ms. Exum and Mr. Rowe voted yes. The vote was tied 2 to 2. Chairman voted yes, making the vote 3 to 2 for no disciplinary action taken.

B. Real Estate – Discussion. No action taken

Commissioners Notes/Comments

- **Rhett Rowe - District 1** – Thanked Administrator for her hard work. Stated the Courthouse looks great.
- **Patrick Folsom, District 2** – Thanked everyone for coming. Asked everyone to spread the word about the Town Hall meetings. Commented on turning the Old Brooks County Jail over to Development Authority.
- **Willie Cody, District 3** – No Comment.
- **Myra Exum, District 4** – No comment.
- **James Maxwell, District 5** – No comment.

10. ADJOURNMENT

Ms. Exum made the motion to adjourn regular meeting at 7:07 p.m.; Mr. Cody seconded.

Mr. Patrick Folsom, Chairman

Ms. Jessica J. McKinney, County Administrator

Ms. Patricia A. Williams, Clerk