

The Brooks County Board of Commissioners met for its Monthly Workshop and Regular Monthly Meeting on Monday, February 7, 2011 at 5:00 p.m. in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Mr. S. L. Jones, Chairman; Mr. Howard Lawson, Vice Chairman; Mr. James Maxwell; Mr. Willie Cody; and Joe Wingate. Others present were: Ms. Patricia Williams, County Clerk; Mr. Vann Parrott, County Attorney; Mr. Mark Deatcher, Public Works Director; Mr. Ben DeVane, County Engineer; and various residents.

Call to Order

Chairman called workshop to order.

Workshop – Road Issues

Public Works Director, Mr. Mark Deatcher, updated Board on road issues:

Mr. Deatcher discussed a drain pipe for irrigation purposes being placed on Barwick Road for Clint Webb. Road Department will lay casing for pipe to ensure it is done properly; Mr. Webb will run pipe through casing. Mr. Webb has permits needed from EPA.

Peach Road - Pipe replacement is on hold; Ben DeVane will look at and get involved.

Beaver Control – Mr. Deatcher reported Beaver Control is working in Brooks County; and saving County money by being done by Road Department.

Road Department Equipment Repair Requests

John Deere 200 LC Excavator's final drive housing is broken and inoperative. Following quotes were submitted:

1. T & H Sales in Pavo, GA (used parts) \$6,500.00
2. Stafford in Valdosta, GA; \$26,853.17
3. Flint in Albany, GA; \$26,990.95

Mr. Deatcher recommends T & H Sales, Pavo, GA for \$6,500.00 to repair Excavator.

1990 Cat 12 G Motor Grader transmission seals leaking. Quotes submitted:

1. Yancey in Valdosta, GA; \$5,061.95
2. Ring Power in Tallahassee, FL; \$10,361.00 (includes 3-year 6,000 hour warranty)
3. Flint in Albany, GA; will not bid due to not being their equipment.

Mr. Deatcher recommends Yancey for \$5,061.95 to repair transmission seals leaking.

John Deere 6400 Tractor; mower high gear in transmission inoperative. Following quotes submitted:

1. Albany Tractor in Pelham, GA; \$3,839.01
2. Boston Tractor in Dixie, GA; \$6,691.77
3. Stafford Tractor in Valdosta, GA; \$5,497.78

Mr. Deatcher recommended Albany Tractor in Pelham, GA for \$3,839.01 for high gear in transmission repair.

Sealed bids were also submitted for repair of 2004 John Deere Motor Grader transmission plate.

Board discussed getting together to ride bus and look at County roads for prioritizing improvements.

Board will look at policy to enforce drug testing when an employee is involved in an accident.

Chairman closed workshop at 5:30 p.m. and called regular monthly meeting to order.

Call to Order/Prayer and Pledge of Allegiance

Chairman called to order; Mr. Maxwell led all in attendance in Prayer; and Chairman led all in pledge of allegiance.

Road Project Approval

Mr. Lawson made a motion, Mr. Maxwell seconded, to approve Road Department laying casing on Dixie-Barwick Road for irrigation pipe. Vote was unanimous.

Approval of Minutes

Mr. Lawson made a motion to approve the following minutes as presented, Mr. Maxwell seconded. Vote was unanimous.

Monthly Workshop & Regular Monthly Meeting
Special Called Meeting

January 3, 2011
January 12, 2011

Public Hearing – None

Appearances

a) Destination Brooks Tourist Initiative – Monthly Update

Mr. Corey Cottle appeared to present monthly update of Destination Brooks Tourist Initiative. More information will be coming regarding a signature event for Brooks County Skillet Festival for September or October; plans should be complete within next two weeks. Subcommittee has been formed for the Farmers Market in downtown Quitman.

b) Judy Carol Henderson – Dogs & Cats Destroying Property

Ms. Henderson, resident on Madison Highway, appeared to address problems with dogs barking and cats running wild destroying property. Property next door junky causing large rats to destroy wiring under home. Ms. Henderson asked Board for any assistance they could offer. County Attorney advised Ms. Henderson to contact Code Enforcement for this issue.

c) City of Quitman – Upcoming City Elections November 2011

City Clerk, Ms. Janice Jarvis, contacted Administrator in regards to upcoming City election due to hearing the Probate Judge no longer wants to serve as Brooks County Elections Superintendent. City needs to know in order to prepare for November 2011 elections. At this point, City does not have anyone who is certified and/or trained to serve as Elections Superintendent. County Administrator will coordinate with City to set up a workshop to discuss the issue.

d) Brooks County Family Connection – Fiscal Agent Acceptance Agreement

On motion by Mr. Maxwell, seconded by Mr. Cody, Board unanimously accepted to serve as Fiscal Agent for Family Connection for period of July 1, 2011 through June 30, 2012.

e) Jack Brown/Sharon Cunningham– Brooks County High School CTAE Proclamation

Mr. Jack Brown appeared to request Board consider signing a Proclamation declaring February 1 – February 28, 2011 as Career and Technical Education Month. The month of February has been designated Career and Technical Education across State of Georgia by the Association of Career and Technical Education. On motion by Mr. Lawson, seconded by Mr. Maxwell, Board unanimously approved and authorized Chairman to sign Proclamation designating February 1-28, 2011 as Career and Technical Education Month in Brooks County Schools.

Old Business

a) Peach Road Upgrade for SPLOST Project

County Engineer, Mr. Ben DeVane, will look at this project.

b) Air Sparging – Estimated Completion February 10, 2011

County Administrator informed Board payment (\$147,871.01) has been remitted to Greenleaf Environmental Services, LLC. Total amount for installation of an Air Sparge/Soil vapor extraction at the Brooks County Solid Waste Landfill is \$164,301.12; a 10% retainage fee is being held until completion.

New Business

a) Appointments for 2011

On motion by Mr. Maxwell, seconded by Mr. Lawson, Board unanimously approved the following 2011 Appointments:

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|-----------------------------|--------------|
| • County Attorney | Vann Parrott |
| • County Auditor | Gary Zeigler |
| • County Engineer | Ben DeVane |
| • Assistant County Engineer | Mark DeVane |

b) ACCG Inmate Medical Savings Program

County Clerk provided information to Board regarding ACCG Group Health Benefit Program for Inmate Medical Savings Program. Counties are able to access Blue Cross Blue Shield of Georgia (BCBSGa) provider network discounts for jail inmates. BCBSGa networks provide average discounts of more than 50% on medical and prescription drug services. It is not insurance or risk transfer. The program is self-funded Administrative Services Only (ASO). Administrative cost ranges from 7.5% to 13.5%, and is only applied when used. As of March 2010, Brooks County percentage was approximately 11.5%. County Attorney would like to review the Master Contract. Mr. Maxwell made the motion to accept the Inmate Medical Administrative Services Only Program pending County Attorney review of Master Contract, Mr. Cody seconded. Vote was unanimous.

c) Library Board Appointment

Ms. Laura Harrison, Library Director, sent letter requesting Board appoint a Commissioner to complete Mr. Claude Butler's term on the Brooks County Public Library Board.

During the January regular monthly meeting, Board appointed Mr. Willie Cody to Brooks County Public Library Board.

d) Federal Transit Authorizing Resolution for Brooks County Transit

On motion by Mr. Maxwell, seconded by Mr. Lawson, Board unanimously adopted and authorized Chairman to sign Resolution authorizing the filing of an application with Georgia Department of Transportation and United States Department of Transportation for a grant for public transportation assistance under Section 5311.

Administrator/Fiscal Matters

- Motor Grader Transmission Bid Opening – two bids were submitted for 2004 John Deere Motor Grader transmission repair:
Yancey \$25,174.62
Stafford \$31,727.47

After discussion, Mr. Maxwell made the motion to award bid to repair motor grader transmission to Yancey in amount of \$25,174.62, Mr. Wingate seconded. Vote was unanimous.

- Workshops to discuss Elections and 911 will be scheduled within the week.

On motion by Mr. Maxwell, seconded by Mr. Cody, Board unanimously designated Pine Branch as paving project to apply for Community Development Block Grant of \$500,000.00. County portion is 10% if awarded the grant.

House Removal Bid (Old Board of Education Building)

One bid was submitted to remove house next to Old Board of Education Building. Bid was submitted by Preston Hester in amount of \$1,000.00. Mr. Maxwell made the motion to award bid to Mr. Preston Hester to remove house, as is, and authorized County Attorney to prepare contract. Mr. Hester asked if County would remove the books inside house, as he has no use for them.

Road Department Repairs

On motion by Mr. Lawson, seconded by Mr. Maxwell, Board authorized Public Works Director to get with Administrator to confirm funds to proceed with requested repairs to John Deere Excavator (\$6,500.00); Cat 12G Motor Grader \$5,061.95; and John Deere Tractor \$3,839.01.

Mr. Lawson made the motion for the Board to take a bus tour to look at County roads to prepare a priority list for improvements, Mr. Lawson seconded. The bus tour will also include Administrator, Public Works Director, Special Projects Foreman, and County Engineer.

Executive Session - None

Mr. Maxwell made a motion to adjourn regular meeting at 6:30 p.m.; Mr. Wingate seconded.

Mr. S. L. Jones, Chairman
Mr. Robert D. O'Barr, Administrator
Ms. Patricia A. Williams, Clerk

The Brooks County Board of Commissioners met for a Workshop and Special Called Meeting on Tuesday, February 15, 2011 at 5:00 p.m. in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Mr. S. L. Jones, Chairman; Mr. James Maxwell; Mr. Willie Cody; and Mr. Joe Wingate. Mr. Howard Lawson, Vice Chairman was not present. Others present were: County Administrator, Mr. Robert O'Barr, Ms. Patricia Williams, County Clerk; and Mr. Vann Parrott, County Attorney.

Call to Order

Chairman called meeting to order.

Elections

Elections Superintendent, Ms. JoAnn Collins, (who also serves as Probate Judge); and Chief Registrar, Ms. Melba Lovett were present to discuss creating an Election Board . Ms. Collins wants to only serve as Probate Judge, and not handle elections. Ms. Lovett has informed Board she will resign as of December 31, 2011. She explained the process is not as simple as it was in the past, more is required now with technology and training; and it has become too much to handle along with duties as Deputy Tax Commissioner. Ms. Collins announced she will not run for re-election in 2012. Board discussed different options in the creation of an Election Board; and the cost. Mr. Parrott recommended County Administrator gather information on how surrounding counties are handling elections. Board is not ready to make a decision on this issue, more information is needed.

E-911 – Board Approval on Time Line of Capital Purchase & Funding

Mr. Mike Smith, 911 Director, provided a copy of time line conversion for E-911. He stated he needs Board approval to move forward with the following issues:

The EOC Grant will assist with a portion of funding. The grant is for \$50,000.00, of which, Brooks County's portion is \$12,500.00. County has to spend \$50,000.00 up front; send an invoice to the State; and will be reimbursed \$37,500.00. The expenditure invoice is due to State by July 1, 2011.

Address Software needs to be updated to re-inventory address database before telephone company install E-911 lines. The software will cost approximately \$18,000.00; and 120 days to complete.

Mr. Smith stated he needs to proceed with preparing and advertise for bids for generator and radio tower. It will take 90 days to build a generator and tower, per information received from the company. The cost of generator is \$37,500.00; radio tower is \$32,500.00.

Although it is not included in the budget, Mr. Smith feels a consultant is needed to ensure procedures are properly followed and to assist him of what needs to be done on an as needed basis.

On motion by Mr. Maxwell, seconded by Mr. Cody, Board unanimously approved proceeding with disbursing funds from General Fund CD for EOC Grant (\$50,000.00); Address Update Software (\$18,000.00); Generator (\$37,500.00); and Radio Tower (\$32,500.00); funds will be reimbursed by SPLOST #5.

On motion by Mr. Maxwell, seconded by Mr. Wingate, Board unanimously approved hiring a Consultant to assist Mr. Smith with E-911 conversion on a per day basis as needed at \$300.00 per day.

Property Tax Dispute

Mr. Marcus Whatley, Disabled Veteran, never applied for total exemption of \$50,000.00 for property tax. In 1998, he purchased his vehicle tag and received exemption. Mr. Whatley bought a house in 2001; but did not apply for the exemption. Now he has found out he could have gotten total exemption on property tax, and wants to be reimbursed. County Attorney advised the Board they may not have the authority to do so; and he does not see an error. County Attorney also advised Board to send Mr. Whatley a letter requesting he submit in writing to the Board why he believes taxes were erroneously collected.

E-911 Director, Mr. Mike Smith requested the Board create by title the position of 911 Supervisor for 911 Center. Duties are already being performed without the position; therefore, he would like the Board to create the title for position of 911 Supervisor. Salary will not change for now; but will look at during FY 2012 Budget process. On motion by Mr. Maxwell, seconded by Mr. Cody, Board approved the appointment of Ms. Laura Booker as 911 Supervisor. Vote was unanimous.

Emergency Management Compensation

Mr. Smith requested compensation for duties as Emergency Management Director with funds received annually (\$5,000.00) from GEMA. He stated he has never asked for compensation in past for the long hours, weekends, and extra duties outside of duties as 911 Director. GEMA provides \$5,000.00 annually and Brooks County has to match

\$5,000.00, totaling \$10,000.00. But only the \$5,000.00 from GEMA will be used to compensate Mr. Smith. On motion by Mr. Cody, seconded by Mr. Maxwell, Board approved to compensate Mike Smith the \$5,000.00 from GEMA for his duties as Emergency Management Director, with stipulation, if Brooks County stop receiving the funds from GEMA, Mr. Smith will no longer get compensation. Vote was unanimous.

Mr. Maxwell made a motion to adjourn at 6:35 p.m.; Mr. Wingate seconded.

Mr. S. L. Jones, Chairman
Mr. Robert D. O'Barr, Administrator
Ms. Patricia A. Williams, Clerk

