

The Brooks County Board of Commissioners met for a Workshop and Special Called Meeting on Thursday, March 3, 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. Willie Cody; and Mr. Joe Wingate. Mr. Howard Lawson, Vice Chairman and Mr. James Maxwell were 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.

### **Board Selection of Engineer for CDBG – Road Paving**

There were a total of eight Requests for Proposal submitted by engineers to be rated for CDBG road paving project. Ratings were done by County Administrator, County Clerk, and Deputy County Clerk. On motion by Mr. Cody, seconded by Mr. Wingate, Board unanimously approved the selection of engineer with highest rating, DeVane Plan Eng, for CDBG road paving, if Brooks County is awarded the grant. Previously, Pine Branch was submitted as potential paving project, but did not meet criteria. Therefore, Hassel Lane and Few Road have been selected as next option if Brooks County is awarded the CDBG grant.

### **Elections Board/Registrar**

Lowndes County Elections Superintendent, Ms. Debbie Cox, and two Election Board members, Ms. Sue Henley and Ms. Madlyn Hightower, were present to provide information to the Board regarding creating an election board for Brooks County. Ms. Cox provided copies of job descriptions for Elections Superintendent, Board Members; and Lowndes County's Resolution. Lowndes County consists of three board members that oversee the election operations. Superintendent elected has to be certified annually, and should attend training along with one board member; but she recommended having all board members attend. Ms. Cox also stated the elections office would require sufficient staff and pay. She informed the Board that the process of selection of board members is to run ad in newspaper for applications, submit to Grand Jury for selection; and Superior Court Judge would appoint members. Ms. Cox further stated she and her staff is available to assist with creation of election board and invited to come over to take a look at their elections office.

Board authorized County Attorney to prepare draft resolution for Board to review at the regular monthly meeting on March 7, 2011. Board requested the resolution to include a three-member board, Election Superintendent; and Elections Board has authority over Superintendent.

Mr. Wingate made a motion to adjourn at 6:30 p.m.; Mr. Cody 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 its Monthly Workshop and Regular Monthly Meeting on Monday, March 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: Mr. Robert O'Barr, County Administrator; 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:

Pipe work crossing under Dixie-Barwick Road has been completed by Ed Johnson and crew.

Mr. Deatcher discussed issue of Sheriff's Department vehicles coming into the shop unannounced and requesting immediate service. This creates a situation of prioritizing what gets repaired. If law enforcement would please call a few days prior to servicing, it can be better prioritized and will not have to wait.

Mr. Deatcher also requested the Sheriff's Office to call for PO number, not the maintenance shop, when their vehicles are sent downtown for repair, because the cost comes out of his budget.

Highways and Streets line item for overtime is "over budget", due to 911 and citizens calls, which they must respond. Initially, Mr. Deatcher requested \$5,000.00 be transferred from general fund to the line item to support the rest of year. After discussion, Chairman asked Administrator to look at other budget line items in Highways and Streets to see if funds could be moved around to overtime line item before transferring from general fund.

Board authorized Public Works Department to cut the dam off of Dewey Road to stop over flow of water when it rains.

Special Projects Foreman, Mr. Ed Johnson, inquired to Board if any changes needed to be made to LMIG Resurfacing List. Board made no change to list; top three worst roads for resurfacing remained as follows:

1. Minnow Farm (CR 95) from Hickory Head Road (CR 100) ends 0.7 miles south.
2. Coffee Road (CR 278) from Barwick Road (CR 272) ends at Tallokas Road.
3. Campground Road (CR 174) begins at State Route 76 ends at State Route 122.

Mr. Johnson inquired of the Board as to status on resurfacing Fawn Heights Subdivision, County owns the streets. During last discussion, the approximate cost was \$50,000.00. Board authorized County Engineer, Mr. Ben DeVane, to take a look at, and prepare bid package.

**Peach Road** – Mr. Ben DeVane provided improvement plan for pipe replacement. Culverts are rusting; and road bed too low for water to run through. Four options were provided for different ways to handle problem; and price out the cost. Board discussed repairing road best as can; otherwise it will be too costly.

Chairman closed workshop at 5:46 p.m.

### **Call to Order/Prayer and Pledge of Allegiance**

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

### **Amended Items**

Mr. Maxwell made a motion to amend agenda to include: 1) 911 bids; and 2) Copier for Tax Commissioner Office; Mr. Lawson seconded.

### **Approval of Minutes**

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

Monthly Workshop & Regular Monthly Meeting  
Workshop & Special Called Meeting

February 7, 2011  
February 15, 2011

### **Road Projects Approval**

Mr. Wingate discussed Son Wright Road improvement for heavy traffic, similar to BCT Gin Road. Mr. Lawson discussed Rolling Hills Road improvement from Jackson Road to Highway 94. Mr. Cody discussed speed bumps being placed in Perdue Heights. On motion by Mr. Lawson, seconded by Mr. Maxwell, Board authorized Public Works Director and Special Projects Foreman look at the three roads and come back to Board with recommendation.

## **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 which will include an 8k road race; cooking contest; music show case. Subcommittee has been formed for the Agricultural & Arts Market in late spring or early summer will include food and crafts, this event will be held yearly on Saturday. An organization-wide meeting will be held March 29, 2011 at 6:30 p.m. at the Museum and Cultural Center, this will be an opportunity to get an update on progress; and share any ideas you may have; and find the best committee to fit your specific interests.

#### **b) Gavin Laurie – City/County Fire Protection County Airport**

Mr. Laurie was not present; but Administrator informed the Board of the request to annex the airport into City of Quitman to get fire protection. On motion by Mr. Lawson, seconded by Mr. Cody, Board unanimously approved request to annex Brooks County Airport into Quitman city limits for fire protection from Quitman Fire Department.

#### **c) Sheriff Mike Dewey – Patrol Cars**

Sheriff stated the grant has been submitted for vehicle funding; but funds have not come down yet; and his department is in need of patrol cars. A workshop will be scheduled to discuss purchase of cars.

Sheriff Dewey's second request was for bullet proof vests, he says current vests have expired. He stated there is a grant for purchase of vests; County pays one-half of cost; and will be reimbursed 50% upon submission of invoice. The department needs a total of 19 vests at \$450.00 each, totaling \$8,550.00. Mr. Lawson made the motion to approve purchase of vests at \$450.00 each, totaling \$8,550.00, of which County will pay full cost with expectancy of being reimbursed 50% of cost from State, Mr. Maxwell seconded. Vote was unanimous. On motion by Mr. Maxwell, seconded by Mr. Lawson, Board unanimously approved funds to come from contingency.

## **Old Business**

### **a) Curtis Head – County Road Work Projects**

Mr. Head appeared again to request Board to consider his company for County road paving projects. He stated he is asking for opportunity to do work in Brooks County where he lives and pay taxes. Board advised Mr. Head of bid procedures County has to abide by; but he will be considered.

## **New Business**

### **a) Board of Health Reappointment**

South Health District, Brooks County Board of Health, submitted letter advising of expiration of term for Dr. Telia Cunningham, Board Chair, on December 31, 2010. Dr. Cunningham represents the County as a Consumer Advocate. Board of Health recommended her to be reappointed as County's representative on the Board. On motion by Mr. Maxwell, seconded by Mr. Wingate, Board approved to keep Dr. Telia Cunningham as Brooks County representative on Brooks County Board of Health. Vote was unanimous.

### **b) ACCG and Georgia Department of Transportation Memorandum of Understanding**

On motion by Mr. Lawson, seconded by Mr. Maxwell, Board approved ACCG/GDOT Memorandum of Understanding to work together in sharing of road centerline GIS data between county governments and GDOT. Vote was unanimous.

## **911 Bids – Radio Tower & Antenna and Audio Visual System**

One bid was submitted for each item:

Radio Tower & Antenna - Hasty's Communications & Electronics, Inc. - \$32,269.10  
Audio Visual System – AVS Audio, Video & Security, Inc. - \$39,995.00

On motion by Mr. Maxwell, seconded by Mr. Wingate, Board unanimously awarded bid for Radio Tower & Antenna (\$32,269.10) to Hasty's Communications & Electronics, Inc.; and Audio Visual System to AVS (\$39,995.00).

### **Copier – Tax Commissioner Office**

On motion by Mr. Maxwell, seconded by Mr. Wingate, Board approved purchase of copier for Tax Commissioner Office in amount of \$477.76 from contingency fund. Vote was unanimous.

### **Administrator/Fiscal Matters**

1. Courthouse roof replacement - \$150,000.00 was included in SPLOST #5 Resolution to replace roof at courthouse. County Attorney asked Board to hold off. Mr. Parrott, Judge Tunison, and Mr. Wingate are looking and assessing what needs to be done regarding replacing the roof and repairs/renovations needed inside of upstairs courtroom.
2. Special Called Meeting to finalize Election Superintendent and Board – County Attorney informed Board he has sent ad to newspaper to run; and is drafting a resolution to follow resolution of Lowndes County to go before the House March 16, 2011. Workshop and special called meeting is scheduled for Thursday, March 10, 2011 at 5:00 p.m.

### **Executive Session - None**

Mr. Maxwell made a motion to adjourn regular meeting at 6:47 p.m.; Mr. Cody 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 Thursday, March 10, 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. Willie Cody; and Mr. Joe Wingate. Mr. James Maxwell was not present. Others present were: Mr. Robert O'Barr, County Administrator, Ms. Patricia Williams, County Clerk; and Mr. Vann Parrott, County Attorney.

### **Call to Order**

Chairman called meeting to order.

### **Agenda Amendments**

On motion by Mr. Joe Wingate, seconded by Mr. Lawson, Board accepted and approved amending the agenda to include:

- Conflict of Interest and Submittal Resolution for CDBG Application
- Change from Pine Branch to Few and/or Hassel Lane for CDBG paving project

### **Board of Elections/Registrar**

County Attorney, Mr. Vann Parrott, needs clarification from Board of what is to be included in the Elections Board Resolution, he stated there are too many parameters; (how will Board be appointed, length of term, how Election Superintendent will be appointed, etc.) and things the Board needs to think about. Mr. Parrott provided a list of items needed for clarification to complete the resolution.

Board discussed how appoints to Elections Board will be done and by whom, how many members on the Board, limit of term, full time or part-time. After discussion, Mr. Lawson made the motion to create a Board of Elections, Board will be appointed by Commissioners with a three (3) member Board, serve four (4) year term with multiple terms and removal options; Board will also appoint Elections Superintendent who will serve as Registrar also; and will serve under County Administrator as a Department Head, Mr. Cody seconded. Vote was unanimous. County Attorney will prepare Resolution and Act for Board approval and signatures of all Commissioners on March 14, 2011 at 8:00 a.m.

### **Board Approval of Conflict of Interest Notice & Submittal Resolution for CDBG Application**

On motion by Mr. Wingate, seconded by Mr. Cody, Board unanimously approved and declared there is no conflict of interest related to 2011 CDBG application; and authorized Chairman to sign the Submittal Resolution for FY 2011 CDBG.

Mr. Cody made a motion to adjourn at 5:45 p.m.; Mr. Wingate seconded.

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

**Workshop & Special Called Meeting (March 10, 2011)**

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The Brooks County Board of Commissioners met for a Workshop and Special Called Meeting on Monday, March 14, 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 Mr. Joe Wingate. Others present were: Mr. Robert O'Barr, County Administrator, Ms. Patricia Williams, County Clerk; and Mr. Vann Parrott, County Attorney.

### **Call to Order**

Chairman called meeting to order.

### **Resolution - Board of Elections/Registrar**

County Attorney, Mr. Vann Parrott, provided Board with Resolution authorizing and requesting our legislative representatives, Ellis Black and Tim Golden, submit before the Georgia General Assembly a Bill for an Act to establish a Board of Elections and registration for Brooks County. Attached to the Resolution is a proposed Bill to be incorporated containing the above-referenced terms for the Brooks County Board of Elections and Registration.

Board discussed submitting an ad to the Quitman Free Press for applications to hire an Elections Supervisor; and select Board members. The Board shall be composed of three members, each of whom shall be an elector of the County and appointed by governing authority of the County for a four-year period. Board will have removal options of any Board member. Governing Authority of Brooks County will appoint an elections supervisor to generally supervise, direct, and control the administration of the affairs of the Board. Elections Supervisor shall be deemed a County Department Head and considered a County employee, subject to direction, evaluation, and corrective action by County Administrator, will receive pay, benefits, sick leave vacation, termination of employment, and other purposes.

After discussion, on a motion made by Mr. Lawson, seconded by Mr. Maxwell, Board unanimously adopted the Resolution with an attached proposed Bill for creation of the Brooks County Board of Elections and Registration.

On motion by Mr. Maxwell, seconded by Mr. Cody, Board adjourned the special called meeting at 5:40 p.m.

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



