

The Brooks County Board of Commissioners met for its Monthly Workshop and Regular Monthly Meeting on Monday, October 7, 2013 at 5:00 p.m. in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Mr. Joe Wingate, Vice Chairman; Mr. James Maxwell; Mr. Willie Cody, and Ms. Myra Exum. Mr. S. L. Jones, Chairman was not present. Others present were: Mr. Justin DeVane, County Administrator; Ms. Patricia Williams, County Clerk; Mr. Vann Parrott, County Attorney; and various residents.

### **Public Hearing -None**

**Work Session** – Vice Chairman called workshop to order.

### **Reports from Committees/Departments**

A. Mark Deatcher – Public Works – provided report on repairs and work completed for month of September:

- Since the sub frame and kingpost were repaired on the Side Arm, 14 roads have been side-armed. 21 driveways repaired; 13 trees removed/trimmed due to road obstructions.
- H & H Paving repaired a portion of Dixie-Barwick Road shoulder.
- County shop performed multiple repairs on County vehicles; 14 routine services; 4 brake jobs; muffler on dump truck; bearings in drag mower; responded to 10 disabled County vehicles.
- Personnel changes will take place in the Shop, John Schick will be placed on the road crew; and an applicant has been interviewed for position of Shop Foreman.

B. Ben DeVane – County Surveyor/Engineer

- Scruggs has started the 2013 LMIG projects; started on wrong end of Tallokas Road approximately 3500 feet. Has found cushion in tonnage to cover trim thicken by 5% to balance out to finish where started paving.
- CDBG was delayed; met with DOT after reviewing drainage report. DOT sent letter requesting more information on erosion control. Met with another engineer from DOT; EPD has signed off and utility company has been called; currently waiting on DOT so can move forward.

C. Mike Dewey – Sheriff – No report. Thanked Board for purchase of three vehicles; and stated he will probably be using this company in the future.

D. Mike Smith - 911/Emergency Management/Fire – Stated 911 is fine. He will discuss Fire Department in New Business section of agenda.

### **Monthly Workshop & Regular Monthly Meeting (October 7, 2013)**

**Page 1 of 5**

E. Stephanie Hollifield –Ag Extension Coordinator

- Georgia Peanut tour was held on September 19<sup>th</sup> and was a success; over 200

attendees.

- Extension Office will have a booth at this year Skillet Festival; and is working on gun raffle for the fall.
- Provided information on Walk Georgia program
- Informed Board of need for new copier.
- The Extension Office is now a member of the Chamber of Commerce.

F. David Crosby – South Georgia Ambulance reported:

- Received 114 calls for month of September
- EMT class is complete, total of 16 attended and 11 completed program; and two will register to get licensed; more classes will be scheduled in the future.
- Will have a booth at the Skillet Festival; sale T-shirts for \$10.00 supporting cancer month.
- Car seat class was successful in March; 8 participants attended; and are certified to install car seats; 48 car seats were given out in Brooks County.
- SGA will conduct blood and sugar screenings for groups, organizations, etc.

G. Destination Brooks – no one was present.

Vice Chairman closed work session to go into the Regular Meeting at 5:41 p.m.

1. **Call to Order**

A. Prayer & Pledge – Mr. Wingate led all in attendance in prayer and pledge of allegiance.

2. **Approval of Agenda**

A. October 7, 2013 Regular Monthly Meeting - Mr. Cody made the motion to approve the agenda as written, Ms. Exum seconded. Vote was unanimous.

3. **Approval of Minutes**

On a motion by Mr. Maxwell, seconded by Mr. Cody, the Board unanimously approved the following minutes as presented:

- A. September 4, 2013 Work Session
- B. September 9, 2013 Monthly Work Session and Regular Monthly Meeting
- C. August 22, 2013 Executive Session

4. **Appearances**

- A. None

**Monthly Workshop & Regular Monthly Meeting (October 7, 2013)**

Page 2 of 5

5. **New Business**

A. **Rosenwald School Historic Marker** – On March 2012, the Board approved \$1,500.00 from Contingency to purchase a Historic Marker for the Rosenwald School in Barney. The Marker was to be erected on County right of way. The Marker is ready to be ordered; but the cost is now \$2,500.00; due to the Board's action being taken two budgets prior, the Board should take new action on this request to supply additional funding to cover the increased amount. Mr. Maxwell rescinded the previous motion

approving \$1,500.00; and made a new motion approving request of \$2,500.00 from contingency to purchase Marker to be placed at Rosenwald School in Barney; and Marker has to be placed on County right of way, Ms. Exum seconded. Vote was unanimous.

**B. Request for Sound Variance – Kenny Baker/Annual Bubba Run**

Mr. Baker is requesting a variance to the County's Sound Ordinance for November 1<sup>st</sup> and 2<sup>nd</sup>, 2013 until 2:00 a.m. He has requested variances for the same function for the past 9 years for the Annual Bubba Run Fundraiser to benefit the Georgia Sheriff's Boys Ranch; event is located at 8262 Troupeville Road. On a motion by Mr. Cody, seconded by Ms. Exum, Board unanimously approved the variance to the County's Sound Ordinance for the 9<sup>th</sup> Annual Bubba Run on November 1<sup>st</sup> and 2<sup>nd</sup>, 2013 until 2:00 a.m.

**C. Fritzke Farm Lease** – The lease for the Fritzke Farm expires December 31, 2013. Administration requests authorization to begin the advertisement period for bids. Mr. Maxwell made the motion to proceed with advertising for the Fritzke Farm property lease with same specs; and include language for flexibility of termination in the event of economic development, Ms. Exum seconded. Vote was unanimous.

**D. Bid Approval for FEMA AFG Equipment Grant** – One part of the grant was for Personal Protective Equipment (Turnout Gear) and the second half was for SCBA (Air-packs). Bids were solicited from suppliers; Municipal Emergency Services (MES) was low bidder at \$191,090.52 for 38 sets of SCBA equipment. Additional items requested (air mask protection bags and microphone amplifier adapters), totaling \$2,027.70. Total request amount is \$193,118.22 for SCBA equipment; \$216,600.00 was awarded for 38 SCBA air-packs. Ms. Exum made the motion to approve purchase for 38 sets of SCBA equipment from MES in amount of \$193,118.22, Mr. Cody seconded. Vote was unanimous.

The low bidder for turnout gear was NAFECO for \$2,483.41 per set; grant award was for 25 sets; total of \$62,085.25; and were awarded \$62,500.00 for turnout gear. 10% of any line item can be moved to another line item in the grant. Administrator recommended we use excess SCBA (up to \$21,660.00) funds to purchase additional sets of turnout gear; which can get 8 more complete sets of gear; and would be enough to fill a complete department. Eight (8) more suits would cost \$19,867.28, for total of \$81,952.53 for turnout gear. County has to pay only portion of cost, which has been previously approved from SPLOST in amount of \$13,955.00. Mr. Cody made the motion to approve purchase from NAFECO in amount of \$81,952.53 for 33 sets turnout gear; Mr. Maxwell seconded. Vote was unanimous.

**Monthly Workshop & Regular Monthly Meeting (October 7, 2013)**

**Page 3 of 5**

**E. Bid Approval for County Fire Truck Equipment-Budget Amendment from SPLOST**

Bids were also taken for equipping one of the trucks purchased last month; and a quote to purchase a hose tester; which is needed for ISO testing. The bid from NAFECO for the vehicle equipment is \$25,797.75; additionally, a hose tester is \$4,354.65; and will be purchased from Fisher Safety. Both items need to be approved from SPLOST; both items total \$30,152.15. On a motion by Mr. Maxwell, seconded by Mr. Cody, Board unanimously approved purchase from NAFECO in amount of \$25,797.75 for fire truck equipment; and funds will come from SPLOST. Vote was unanimous. Mr. Cody made the motion to purchase the hose tester from Fisher Safety for \$4,354.65; and funds to come from SPLOST, Ms. Exum seconded. Vote was unanimous.

**F. Personnel – Part-time Employee to Full Time** – Maintenance Supervisor, currently held by Bobby Christian, is currently a part-time position. It would be helpful to the position and the County to upgrade to full time. Currently, he works 29 hours to remain at part-time status; and not able to keep entire County buildings up with his limited schedule; plus oversee Community Service workers. Cost to increase would be \$5,526.15 per year including taxes; plus he will be eligible for benefits (\$7,474.00), for total increase of \$13,000.15 per year. To make the change effective November 1, 2013, cost will be \$8,500.10. The motion was made by Mr. Cody, seconded by Mr. Maxwell, approving request to make Maintenance Supervisor position full time; and additional cost of \$8,500.10 will come from contingency fund. Vote was unanimous.

**6. Unfinished Business**

**A. USDA Agreement for Office Manager in NRCS Office** – Board tabled this issue during last month meeting for more clarity from USDA; which has not been received. Administration received a request from LaShawn Dennis, District Conservationist, at the USDA NRCS office serving Brooks and Thomas County, for Brooks County support in funding a full time position at the USDA office in the Ag Building. Ms. Ellen Resta, has been serving as the office manager since January 1, 2013. Her position was funded through USDA by a grant, which expired last month. USDA is requesting the County hire Ms. Resta full time and authorized an agreement between the County and USDA to split the cost associated with that position. If the County funds this position, we would have to plan on benefits associated with the position. Ms. Resta uses her husband's insurance, but any future staff may choose to take the County benefits. A sample agreement provided a 50/50 split agreement, with the County providing at least 25% cash input. Funding for such position would have to come from contingency fund. There were too many unanswered questions; and the grant has not been approved to fund the USDA's portion. The Board unanimously agreed not to take any action at this time; but to see if USDA comes forth with more information.

**Monthly Workshop & Regular Monthly Meeting (October 7, 2013)**  
**Page 4 of 5**

**7. County Administrator Notes/Comments**

**A. Legislative Supper by SGRC** – RSVP Request – Southern Georgia Regional Commission is hosting its annual Legislative Supper on October 22, 2013 at 5:00 p.m. Administrator will RSVP for Commissioners who are interested in attending.

**B. Letter to Department of Revenue Regarding TAVT Reduction** – Administration prepared a letter for the Board to consider regarding State legislation to reduce the TAVT taxes collected by "Buy Here, Pay Here" auto dealers. Letter will be sent to Department of Revenue for consideration. The Board unanimously agreed to support opposition and authorized sending letter to Department of Revenue regarding TAVT taxes.

**8. Commissioners Notes/Comments**

**A. Joe Wingate - District 1** – Commented on good job done on Tallokas Road.

- B. S. L. Jones, District 2 – Not present.
- C. Willie Cody, District 3 – Commented on Hassell Road; and to see what can be done if paving is not an option.
- D. Myra Exum, District 4 – No comments.
- E. James Maxwell, District 5 – Commented on Board of Tax Assessors upcoming replacement; and emphasized the need to appoint a female to that Board.

9. **Executive Session** - None

10. **Adjournment**

Ms. Maxwell made the motion to adjourn regular meeting at 6:25 p.m.; Ms. Exum seconded.

Mr. Joe Wingate, Vice Chairman

Mr. Justin DeVane, Administrator

Ms. Patricia A. Williams, Clerk