

The Brooks County Board of Commissioners met for its Monthly Workshop and Regular Monthly Meeting on Monday, July 7, 2014 at 5:00 p.m. in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Ms. Myra Exum, Vice Chairman; Mr. James Maxwell; Mr. Willie Cody, and Mr. Joe Wingate. 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 – 5:00 P.M. Vice Chair, called hearing to order. Mr. Jones, Chairman, was absent due to death in the family. Sign-in sheet was provided for those who wish to speak for or against the request. (See attached).

A. Charles Raines – Special Exception Request

Todd Miller, Planner, Southern Georgia Regional Commissioner, presented the request for a Special Exception submitted to Building and Zoning from Charles Raines to establish a family cemetery on a 5.75 acre parcel of property located at 2403 Dixie Road, Dixie, GA 31629, being more specifically described as Map No. 19, Parcel No. 47-1 of Brooks County. The SGRC Staff reviewed the petition and determined it to be in compliance with the Standards for Exercise of Zoning Powers and the Standards for Special Exception Review of Sections 14-2.8 E and F of the Brooks County Zoning Ordinance. The Greater Brooks County Planning Commission unanimously recommended approval during their meeting on June 24, 2014. Therefore, Staff recommended approval of the Petition to establish a family cemetery on a 5.75 acre parcel of property located at 2403 Dixie Road, Dixie, GA.

Vice Chair asked if anyone on the list wish to speak in favor of or against the Special Exception request. Petitioner, Charles Raines, stated he wants to provide a family cemetery on his property for family members; and the property would be taken care of by family members. Vance Hiers, neighboring property owner, has concerns against the request stating his daughter is considering building a house on his property; and the cemetery would be in plain view from the window. He further stated he does not have anything against Mr. Raines; but did not want his daughter to have to look out at a cemetery.

Vice Chair adjourned the hearing at 5:13 p.m. to go into the work session.

WORK SESSION

Chairman called workshop to order.

Reports from Committees/Departments

A. Public Works – Glenn Walker, Road Superintendent, reported on work completed for month of June:

- 49 work orders received.

- John Deere Motor Grader is back from Flint; and is in use.
- Two dump trucks were down; one is still down. Side Arm was broken; but working again.
- Two batteries valued at \$250 were stolen.

B. Ben DeVane – County Surveyor/Engineer – Not Present

C. Stephanie Hollifield– Extension Office

- Provided calendars for June and July activities.
- UGA has approved to fill Garvie Nichols' position; it was posted at UGA on June 27th and will end July 27th. Interviews will begin August 1; and hope to hire at that time if not; will hire someone by October 1, 2014.
- New Intern for the summer is very helpful with Garvie being gone.
- Preparing for upcoming Goat Show.

D. Tom Fields – Brooks County Fire Department – Mr. Fields stated working to get ISO rating down from 10; still no word when ISO is coming. Survey for property donated by Mr. Burton is complete; can proceed with getting bid out for fire station. He requested permission to proceed to put bid out, get in the Quitman Free Press; and will run for a month. He has found three fire trucks under \$50,000 each; he stated the more points, the better the ISO will be. It will cost approximately \$25,000 to equip each fire truck. Two command vehicles are also needed, has found two Expeditions in Tampa for \$14,000 each; and they are equipped for command vehicles. Interviews will start on July 8th to fill the Firefighter position. The extra year of salary for the Fire Chief from the fire grant has been approved.

E. Ken Collins – Elections – Mr. Collins reported the cost of the elections held in May were \$10,000; and would probably be the same for remaining elections. He updated the Board on Elections Office activities and procedures; and progress of property acquisition/improvements in the Pavo voting district. Plan is to property swap with neighboring property owner to complete construction so building is legal again.

Vice Chair closed work session to go into the Regular Meeting at 5:50 p.m.

1. Call to Order -

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

2. Approval of Agenda

A. July 7, 2014 Regular Monthly Meeting – Mr. Maxwell made the motion to approve the agenda as presented; Mr. Cody seconded. Vote was unanimous.

3. Approval of Minutes

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

- A. Monthly Workshop & Regular Monthly Meeting June 2, 2014
- B. Special Called & FY2015 Budget Work Session June 10, 2014
- C. FY2015 Budget Public Hearing June 24, 2014
- D. Special Called Meeting & Executive Session June 30, 2014

4. Appearances - None

5. New Business

A. Charles Raines – Special Exception Request – Mr. Wingate stated he is not prepared to recommend approval; and makes the motion to deny the request for special exception to establish a family cemetery on the property located at 2403 Dixie Road, Mr. Maxwell seconded. Vote was unanimous.

B. Donald Holley - Application for Beer and Wine License – Brooks County Country Club d/b/a Quitman Country Club - Administration received a request from Donald Holley, representing the Quitman Country Club for a retail license to sell beer & wine. All sales are to be consumed on the premises. On a motion made by Mr. Wingate, seconded by Mr. Cody, Board unanimously approved the Application for retail sale of Beer and Wine License at the Quitman Country Club, LLC.

C. Approval of Special Fund FY 2015 Budgets – During the Special Called Meeting held June 30th, the motion by the Board to adopt the FY2014-2015 Budget did not include the Special Fund Budgets for FY2015. Administrator asked the Board to make a motion to approve the Special Fund Budgets. On a motion by Mr. Wingate, seconded to by Mr. Maxwell, Board unanimously approved the following Special Fund Budgets for FY2015:

<u>Fund</u>	<u>Budget</u>
Law Library	\$2,000
Drug Seizure	\$8,000
Drug Education (SRO)	\$99,956
Victim Witness	\$64,435
Federal Seizure	\$4,000
E-911	\$503,839
10% Jail Fund	\$28,000
Fire Department	\$490,840
Commissary Fund	\$22,500
Family Connection	\$45,000
Solid Waste	\$897,224
Recreation	\$137,050

D. Approval to Purchase Vehicles (Sheriff's Patrol & Fire Department – Administration received a request from the Brooks County Fire Chief, Tom Fields, and the Brooks County Sheriff for permission to purchase vehicles for each department. The vehicles would be purchased used from the location/dealer in Tampa that sells and prepares

police vehicles and equipment. Vehicles would be available according to the dealer sometime after July 17th. Administration used funds from the totaled vehicle to pay off a portion of the debt owed to Citizen's Bank for that vehicle, and has \$25,000 remaining. The Sheriff's Department would like to use those funds to purchase four (4) 2009 Crown Vics. The cars will need to be decaled (\$450 each) and radios installed. The cars will already be equipped with cameras and other equipment. Quoted price per vehicle is \$7,000 each. The County can buy four for \$28,000; Administrator is requesting to use insurance reimbursement to buy three (3) and the fourth vehicle to come from the contingency fund. Mr. Maxwell made the motion approving the purchase of three (3) vehicles from the remaining insurance reimbursement (\$25,000) for loss of 2013 Charger; and the fourth vehicle to be purchased from the contingency fund. Vote was unanimous.

The Fire Department is requesting permission to purchase two (2) Ford Expedition vehicles. The vehicles are setup for police use, however, by replacing the lights (blue to red) and installing a county radio, the vehicles would be used as command vehicles on scene. One vehicle would be assigned to the Fire Chief, the second to the Administrator. These vehicles and installation of lights and radio would come from the Special Fund Fire Department Budget. The quoted amount per vehicle is \$14,000. Mr. Maxwell made the motion to approve purchase of two (2) Ford Expeditions in amount of \$14,000 each contingent upon adoption of the Fire Protection Fee Resolution, seconded by Mr. Wingate. Vote was unanimous.

E. Approval to Purchase Fire Trucks – Administration received a request from Brooks County Fire Chief, Tom Fields, for Board approval to purchase two (2) used fire trucks. One truck will replace the pumper currently located in Quitman Station 1100. The second truck will be used at the new Barney Station. The truck currently at Station 1100 will be kept as County reserve vehicle for any department in need of temporary pumper, should one be down for repairs. Mr. Wingate made the motion to approve two (2) used fire trucks for Brooks County Fire Department, contingent upon adoption of the Fire Protection Fee Resolution, Mr. Maxwell seconded. Vote was unanimous.

F. Approval to Purchase Fire Truck Equipment – Brooks County Fire Chief, Tom Fields, submitted a request for Board's approval to purchase two (2) used fire trucks, if approved each truck will need equipment which will be purchased from the State contract program. Pricing information has been provided, and would equal \$24,295 for each truck from NAFECO. Mr. Cody made the motion to approve the purchase of equipment for the fire trucks from the State contract at the cost of \$24,295 per truck seconded by Mr. Maxwell. Vote was unanimous.

6. Unfinished Business

A. Lemuel Asbell – Rhym Lane Right-of-Way – County Attorney provided a memo to the County Administrator regarding the legal issues surrounding the prescriptive right-of-way on Rhym Lane. In Mr. Parrott's opinion, he believes the County would have a difficult time claiming that a prescriptive R/W is still in effect since the property has not

served a public interest in many years. County Engineer, Ben DeVane, was not present, therefore; the Board recommended waiting to get with Mr. DeVane to see what he can do.

B. Gerald Spencer (Morton Bray) – Property Tax Reimbursement Request -

Administration received a request from Gerald Spencer, representing David Recaniti, owner of Morton Bray Plantation, to appear before the Board to request reimbursement for property taxes paid in 2012.

According to Mr. Spencer, his client had requested information from the Tax Assessor's Office in regards to lowering his property taxes. Mr. Spencer claims in his request for appearance before the Board that his client was misled by the Assessor's office and that there was not a program for him. As of 2013 property tax bill, the property is now in the Forrest Land Protection program.

The original total tax bill for 2012 before interest and penalties was \$83,568.67 (Interest and Penalties equals an additional \$23,594.29 for a 2012 total of \$107,162.96). The 2013 tax bill equals \$18,657.34 (Interest and penalties equals \$3,046.16 for a total bill of \$21,703.50) because the property is now in the Forrest Land Conservation Act program.

UPDATE July 7th: Mr. Spencer has submitted a letter to the Board requesting that the property owner will pay the 2012 and 2013 taxes as due if the County will waive the penalties and interest incurred for that period. It is the property owner's responsibility to notify the Tax Assessor's Office of changes to their property for taxation purposes. The motion was made by Mr. Wingate to deny the request to waive penalties and interest for 2012 and 2013 on the Morton Bray Investments Property, Mr. Cody seconded. Vote was unanimous.

C. Fire Department Fire Protection Fee Resolution - Administration has worked with the Fire Department and the Tax Assessor's office to find and develop the best method to use a fire fee. Based upon the software and data recording available and in use in the Tax Assessor's office, which is then transferred to the Tax Commissioner's office, the group devised a plan that would implement a fee structure based upon parcel and structures types. It was determined that every parcel shall receive a set fee. Depending upon what improvements existed on that parcels, additional fees would apply. For a 5 acre property with a house, the user would be charged a fee for the parcel (proposed \$20) and then another fee for the resident structure (\$45 if homestead, \$65 for non-homestead). Pre-bill mobile homes would be assessed a value of \$65, commercial properties \$100. County Attorney has been provided a draft of the Resolution from County Administrator and is reviewing the same. Attorney requested an opportunity for he and Administrator to get together; discuss and schedule a meeting for Thursday, July 10th to bring back to Board to adopt.

7. County Administrator Notes/Comments

A. ACCG Legislation Updates – Laws Effective July 1, 2014 - Administration received

an email newsletter from ACCG concerning new laws effective July 1, 2014 that have some impact on County Government. He provided a list to the Board for their convenience.

B. FY2015 LMIG Program Award – Administration received notification from Georgia DOT pertaining to the 2015 LMIG program. County received the letter in June requesting the application and project list for the 2015 LMIG to be submitted no later than January 1, 2015. The Board was advised to start looking at roads for the list.

8. Commissioners Notes/Comments

A. Joe Wingate - District 1 – Commented on the importance of the ability for farmers to get up and down county roads with large equipment with overhanging limbs. He also emphasized the importance of citizens being made aware of services provided by the County; and what it takes to provide those services.

B. S. L. Jones, District 2 – Not present.

C. Willie Cody, District 3 – Commented on an issue that had been resolved with Shaw Road. Stated he had not received any other calls; but wanted the issue to remain alive.

D. Myra Exum, District 4 – Added to comments made by Mr. Maxwell of the importance of getting information to the public of the services the County provides, urging attendees to talk to their neighbors; and if they do not understand to please call your Commissioner or County Administrator. Establishing a fire department is a major undertaking to provide service to the citizens; it is not something we are doing just to do something.

E. James Maxwell, District 5 – Commented on Ms. Exum's and Mr. Wingate's remarks of the importance of the public being aware of services the County provides; and what it takes to provide those services. He, too, emphasized to those in attendance to talk to neighbors; and let the public know.

9. Executive Session - None

10. Adjournment

Mr. Maxwell made a motion to adjourn regular meeting at 6:31 p.m.; Mr. Wingate seconded.

Ms. Myra Exum, Vice Chairman
Mr. Justin DeVane, Administrator
Ms. Patricia A. Williams, Clerk