

The Brooks County Board of Commissioners met for its Monthly Workshop and Regular Monthly Meeting on Monday, November 3, 2014 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; Ms. Myra Exum, Vice Chairman; Mr. James Maxwell; Mr. Willie Cody, and Mr. Joe Wingate. Others present were: Mr. Justin DeVane, County Administrator; Ms. Patricia Williams, County Clerk; Mr. Vann Parrott, County Attorney; and various residents.

**PUBLIC HEARING** – SIGN-IN SHEET PROVIDED

**A. Special Exception Request – Duy Nguyen** – A Petition by Duy Nguyen for a Special Exception to allow the development of 24 poultry broiler houses on a 289.3 acre parcel of property located on the south side of Lone Church Road between Hester Road and Tallokas Road near Pavo, Georgia. During the October 21, 2014 meeting held by Brooks County Planning & Zoning Commission, the Petition was tabled. Upon initiation review by Staff of Southern Georgia Regional Commission, it became apparent several issues needed to be addressed in order for Staff to be able to make a professional recommendation to the Planning and Zoning Commission and the Board of Commissioners. Therefore, Staff recommended the application be tabled for no less than one month.

**PUBLIC HEARING** – Sign-in sheet Provided

**B. Request for Zoning Change – Robin McDaniel** – Brooks County Planning and Zoning Commission received a request for a change in zoning at 105 Higgs Lane. The Petitioner's daughter and son-in-law are requesting a change from R-20 to DR-22M to allow placement of a mobile home on a lot previously occupied by a traditional frame-construction home that was lost to a fire in February. On October 14<sup>th</sup>, the Brooks County Planning and Zoning Commission met to review the application and did not make a recommendation for this request. Southern Georgia Regional Commission Planner, Todd Miller, presented the request to the Board from Robin McDaniel to rezone a 1.0 acre parcel of property located at 105 Higgs Lane, Quitman, GA from R-20 (Residential) to DR-22M (Residential) zoning. The proposed change should not be considered a grant of special privilege to the applicant, as granting of a rezoning to accommodate different housing options is not uncommon, and other property owners within the same subdivision have been permitted to replace their lost home with a manufactured home in the past. The proposed rezoning is not out of scale with the needs of the County. Based upon staff analysis of the Standards for Exercise of Zoning Powers, recommended approval of the Petition by Robin McDaniel.

Mr. Wingate excused himself from the hearing as he is related to the Petitioner. There were residents in attendance for the rezoning and against the rezoning. Chairman asked for those in favor to speak first.

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Petitioner, and property owner, Robin McDaniel, stated he met with residents and some stated they would move due to possible drop in property value. He asked for the

Board's consideration in granting the request.

Sophia Crosby stated she feels it is right to place mobile home on the site; and there is no sound research a mobile home being there would decrease value.

Victoria Ives, stated she is asking consideration of the Board to allow the family to return to their home. The community is denying their return.

Chairman called for those against to speak. Property owner, Mike Allen, concerned his property value would drop.

Attorney Bill Nijem, represented Betty and Bill Wiggins, property owners, stated the fire is not the issue, and Board should not allow, the mobile homes there have been grandfathered in. Mr. Wiggins commented he and his wife have been there for 36 years; feels the placement of a mobile home will alter the character of the neighborhood.

Adjoining property owner, Julie Swann, asked Board consideration of their property value being decreased; and to deny.

On motion by Mr. Maxwell, seconded by Ms. Exum, Board closed public hearing at 5:31 to go into the work session.

### **WORK SESSION – 5:31 p.m.**

Chairman called workshop to order.

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

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

- 32 work orders received,
- Excavator is in operation.

**B. Ben DeVane – County Engineer**

- Plans for the intersection of Giddens Road at Dewey Road are complete; cul de sac plan is done; and survey and plats for right-of-way.
- Ferris Road survey is complete, working on plans; will need no additional right-of-way.
- Has compiled a list of 8 project sites for guard rails; estimated cost is \$96,800. Recommended Board set up as project and establish a budget.

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**C. Tom Fields – Brooks County Fire Department** – ISO visited the Fire Departments on October 30, 2014; have not received numbers yet; but from conversation, he feels our first review maybe a 7; he says he may know by January 2015. The new fire building in Barney will be reviewed by ISO in January 2015; will find out results on that visit. The

construction of the fire building in Barney is moving along in the right direction, should be complete within a week. Mr. Fields informed the Board he will conduct a CPR class on November 4<sup>th</sup>, and will have enough for Barney station.

**D. Stephanie Hollifield – Extension Office** – Was not present; but provided copy of newsletter for Board.

**E. Boys and Girls Club - Recreation** – Andrew Hodom, newly hired Recreation Director, appeared to introduce himself. He has started soccer registration; and games should start before Thanksgiving.

Chairman closed work session to go into the Regular Meeting at 6:00 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. November 3, 2014 Regular Monthly Meeting – Mr. Maxwell made the motion to approve the agenda, Mr. Cody seconded. Vote was unanimous.

**3. Approval of Minutes**

On a motion by Mr. Maxwell, seconded by Mr. Cody; the Board unanimously approved the October 6, 2014 minutes of the Monthly Workshop and Regular Meeting with the correction on page 4 of 7 to read: "Due to the motion passing with three votes; Mr. Wingate abstained."

**4. Appearances – None**

**5. New Business**

**A. Request for Zoning Change – Robin McDaniel** – Mr. Wingate abstained due to being related to the Applicant and left the room. Mr. Maxwell stated he heard both sides; and is not at a point to make decision tonight. Mr. Cody stated he too is not at a point to decide tonight. Ms. Exum questioned the zoning done in 1980s; and whether the permit issued in 2004 was approved by the Board. She further stated that zoning was put there for a reason. After discussion, on a motion by Mr. Maxwell, seconded by Mr. Cody, the Board tabled the matter until Monday, November 10, 2014 at 5:30 p.m. Chairman called for the vote; Mr. Maxwell and Mr. Cody voted yes; and Ms. Exum voted no. Vote was 2 to 1.

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**B. Submittal Resolution for CDBG-EIP Grant Funds** – Administration received a request from Kimberly Hobbs, Grant Writer for the Southern Georgia Regional Commission, for Board approval of the submittal resolution for the CDBG-EIP application for Elec-Tec. The grant will be used to provide an EIP direct assistance loan to Elec-Tec,

who will be purchasing the Micro-Craft building on Highway 84. A \$400,000 loan will be part of the grant and will be used to establish a Revolving Loan Fund (RLF) for Brooks County to help attract future businesses to our area. Elec-Tec will bring 25 jobs to this location and creating an additional 40 due to the ability to expand operations. On motion by Mr. Maxwell, seconded by Mr. Wingate, Board unanimously authorized Chairman to sign Submittal Resolution for CDBG-EIP Grant.

**C. County Certificate of Deposits Renewal** –Administration requested bids for the Certificate of Deposit (CD) for Brooks County General Fund. Citizens National Bank was awarded the proposal last December. Proposals for FY2015 are as follows:

1. Citizens National Bank – APR .55%, APY .551%, 12 months, one month interest penalty for early withdrawal; funds protected by FDIC and pledged securities.
2. Colony Bank – APR .50%, APY .501%, 12 months, no interest penalty for early withdrawal; funds protected by FDIC and pledged securities.
3. Ameris Bank – APR .26%, APY .26%, 12 months, no interest penalty for early withdrawal; funds protected by FDIC and pledged securities.

While the offer from Citizens National Bank is better in terms of interest rates, the offer from Colony Bank is better for the County, if the County makes two or more withdrawals from the CD during the year. During the current period, the County has made 5 withdrawals. Ms. Exum made the motion to award the CD for the General Fund to Colony Bank with an interest rate of .50%, Mr. Maxwell seconded. Vote was unanimous.

## **6. Unfinished Business**

**A. Zoning Ordinance for Family Cemeteries** – Administration received a proposed draft ordinance for Family Cemeteries in Brooks County. The ordinance was reviewed by Brooks County Planning and Zoning Commission and is now available for County adoption. **UPDATE:** Ordinance was revised per request of comments and recommendations of the Board. Mr. Maxwell made the motion to approve the Text Amendment to provide development standards and recording requirements for family cemeteries located within Brooks County, Mr. Cody seconded, vote was unanimous.

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## **7. County Administrator Notes/Comments**

**A. December Holidays** – Currently the Brooks County Personnel Policies state that every employee is given Christmas Eve and Christmas Day. It further states that “If either one of the Christmas holidays fall on a standard work day, employees will be given the next regular day off.” In this case, both days fall on standard work days. As it stands, the County will be closed Wednesday, December 24<sup>th</sup>, the 25<sup>th</sup>, and 26<sup>th</sup> according to the policy book. Administration is requesting the Board to consider giving employees the entire week, since the remainder is a two day week; and many employees are

considering leave for those two days; and most offices will be shorthanded. After discussion, a motion was made by Mr. Maxwell, Mr. Cody seconded to leave holiday schedule as is and offices will be closed Wednesday, December 24<sup>th</sup>, Thursday December 25<sup>th</sup>, and Friday, December 26, 2014. Vote was unanimous.

**B. New County Personnel Policy Manual** – Administration has previously provided Board with a draft copy of the New Personnel Policy Manual for review; and to look at areas of concern.

**C. New Use of County Facilities Policy** – Administration has provided the Board with a draft policy for use of County facilities for review to put into effect January 2015.

**D. Pavo Comprehensive Plan Update Comment Period** – Southern Georgia Regional Commission provided Administration a Notice of Local Plan Submittal and Comment Opportunity for City of Pavo 2014 Comprehensive Plan Update. The comment due date is December 2, 2014. A copy of the 2014 Comprehensive Plan Update for City of Pavo is available on the Southern Georgia Regional Commission website for those wishing to review and comment. The local contact is Michele Barrett, City Clerk, City of Pavo.

**E. Renewal of 5311 TPO Agreement** – Administration made the Board aware of the TPO Agreement between MIDS, Inc. and Brooks County for operation of the 5311 Transit Program is set to renew on January 1, 2015, unless the County should provide notice to MIDS, Inc. prior to December 1, 2014.

#### **8. Commissioners Notes/Comments**

**A. Joe Wingate - District 1** – Commented on Beaty Road off of Tillman Road. Commented to Sheriff he appreciates what he and his department does at Barwick; and to continue.

**B. S. L. Jones, District 2** – Inquired regarding the fire millage rate at Briggs Fire Department; whether or not it can be dropped; and what needs to be done. County Attorney will look at options for the Board.

**C. Willie Cody, District 3** – Inquired about the Side Arm, Administration will provide update. Commented on the accident on Dry Lake Road and signs being down.

**D. Myra Exum, District 4** – Inquired to County Attorney regarding 5% Victim Witness fees from Morven. Attorney stated he would get with them.

**E. James Maxwell, District 5** – Also interested in 5% fees from Morven.

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**9. Executive Session – None**

**10. Adjournment**

Mr. Maxwell made the motion to adjourn regular meeting at 7:21 p.m.; Mr. Cody seconded.

Ms. Sanford L. Jones, Jr., Chairman  
Mr. Justin DeVane, Administrator  
Ms. Patricia A. Williams, Clerk

