

The Brooks County Board of Commissioners met for its Monthly Workshop and Regular Monthly Meeting on Monday, March 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 – 5:00 p.m.

A. Road Closure – Pope Road – A request was submitted to Administration from property owners to close Pope Road off of Son Wright Road. The road does not appear on the County road list. A notice was advertised twice in the Quitman Free Press concerning the closure and Public Hearing to be held March 3, 2014. In addition, each adjoining property owner was sent a certified letter. Chairman asked if anyone for the closure was present and wanted to speak. Ms. Hasting, Owner, stated she was in favor. There was no one in opposition; and Board had no comments. Sign-in sheet was provided.

Mr. Wingate made the motion to close public hearing at 5:06 p.m.; Mr. Cody seconded.

Work Session – Chairman called workshop to order.

Reports from Committees/Departments

A. Public Works – Glenn Walker provided report on repairs and work completed for month of February:

- Received 60 work orders.
- 135 loads of sand for 90 roads.
- Side Arm is down; Excavator tracks are being put back together.

Ameris Bank was to speak concerning Line of Credit; but did not attend.

Board commended Mr. Walker on quick response and turnaround time on calls.

B. Ben DeVane – County Surveyor/Engineer

- Completed drawing for drainage situation on CR 305; will meet with Ms. Fuller to look at and to see if agreeable at 10:00 a.m. March 4, 2014.
- Received Certificate of Centerline miles from GDOT for completion for LMIG.
- 2014 LMIG- CR 89 Giddens Road need minor repairs to wet area. Recommended to close a portion of Giddens Road that has water damage and resurface existing road. Will include as part of the 2014 LMIG bid.
- CDBG bids were opened on February 18, 2014. Three bids received for drainage and road improvements to Few Lane and a portion of Hassel Road.
- Safety Action Plan bid opening was February 25, 2014. Two bids were submitted for striping nine County roads.

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C. Mike Smith – Fire/EMA/911 Center

1. Reported 911 is operating ok.
2. Received additional funds for \$500 from FEMA; County will need to provide matching funds; this was extra funds sent; not requested by the County.

D. Stephanie Hollifield – Brooks County Extension Office

- Provided handouts to Board; calendar of events, program activities
- Attending area and annual meetings; and timely production type meetings on a timely basis.

E. Laura Harrison – Brooks County Library

- Provided copies of minutes from August 2013 and November 2013 quarterly meetings; reports of activities for September, October, and November.
- Copy of AUP and financial statements for FY2013.

Chairman closed work session to go into the Regular Meeting at 5:39 p.m.

1. Call to Order

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

2. Approval of Agenda

A. March 3, 2014 Regular Monthly Meeting – Ms. Exum 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. Wingate; the Board unanimously approved the following minutes as presented:

- | | | |
|----|--|-------------------|
| A. | Monthly Workshop & Regular Monthly Meeting | February 3, 2014 |
| B. | Work Session | February 19, 2014 |

4. Appearances - None

5. New Business

A. Pope Road Closure – The road does not appear on the County road list; and has been determined that the road serves no County benefit. On a motion by Mr. Cody; seconded by Mr. Wingate, Board unanimously approved the closure of Pope Road off of Son Wright Road. Vote was unanimous.

B. Resolution for Purple Heart County – a request was received from the Military Order of the Purple Heart Chapter 1000 Commander, John Flener, asking Brooks County to join his efforts to increase the number of Purple Heart Communities in Georgia from one (1) to one hundred (100) by Memorial Day weekend. A sample proclamation was provided, and although not required, they are asking communities to consider installing

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a sign noting the County is a Purple Heart County. Mr. Wingate made the motion; Mr. Maxwell seconded, approving adoption of the Proclamation for Brooks County to become a Purple Heart Community. Vote was unanimous.

C. Authorizing Resolution for 5311 Transit Program – The County is required to adopt a resolution each year for the 5311 Public Transit Program sponsored by GDOT. The Resolution is included in the application which is prepared each year. Mr. Cody made

a motion to adopt the Authoring Resolution for the 5311 Public Transit Program; seconded by Ms. Exum. Vote was unanimous.

D. Isolation Zone at Brooks County Landfill - Administration received notification from EPD and TTL advising the County of the need to establish isolation zones around the closed landfill on the Madison Highway. These WPZs will be enforced by the Brooks County Health Department, Health Inspector, Ms. Carney, who handles well permitting for Brooks County. A copy of the isolation zone policy has been provided to her. On a motion made by Mr. Maxwell seconded by Mr. Wingate, Board unanimously approved the isolation zone area recommended by EPD for the Brooks County Landfill. Setting up the isolation zones are part of the County's landfill closure plan, and will prohibit the future installment of domestic wells within certain distances (between 500 to 1,000 feet) of the landfill boundaries. The following Wellhead Protection Zones (WPZs) will be established:

North WPZ: Any proposed domestic well located north of the landfill should be installed a minimum of 700 feet beyond the landfill property boundary. This WPZ will coincide with the proposed buffer recommended in the May 2004; Study of Alternative to Address Offsite Migration – HGC, Inc. report.

South WPZ: Any proposed domestic well located south of the landfill should be installed a minimum of 500 feet beyond landfill property boundary. This WPZ will be equal to the wellhead protection zone established for wells drawing water from unconfined aquifers in areas of karst as described in the Criteria for Performing Site Acceptability Studies for Solid Waste Landfills in Georgia – Circular 14 (1997).

East WPZ: Any proposed domestic well located east of the landfill should be installed a minimum of 500 feet beyond the landfill property boundary. This WPZ will be equal to the wellhead protection zone established for wells drawing water from unconfined aquifers in areas of karst as described in the Criteria for Performing Site Acceptability Studies for Solid Waste Landfills in Georgia – Circular 14 (1997).

West WPZ: Any proposed domestic well located east of the landfill should be installed a minimum of 1,000 feet beyond the landfill property boundary. This WPZ will be equal to twice the expected contaminant migration estimated in the MultiMed model.

E. John Deere Motor Grader Repairs – Administration received a request from the Road Department for repairs to the John Deere 670 Motor Grader. The grader has suffered significant engine damage and needs other repairs to the turn table. An estimate received for repairs exceeds \$26,000. Flint River would offer the County

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\$58,000 trade on the equipment. Mr. Maxwell made the motion to table this issue for now to keep looking at other options, Ms. Exum seconded. Vote was unanimous.

F. GDOT Safety Action Plan Bid Award – Two bids were submitted for the SAP project; and were opened on February 25th at 3:30 p.m. Bids were received from two contractors, Mid State Construction & Striping (\$170,650.50), and Peek Pavement Marking(\$169,702.10). The County received \$166,145 from GDOT to complete the project. The County will need to fund the additional \$3,557.10. Mr. Wingate made the motion to award bid to Peek Pavement Marking for \$169,702.10; and funding for the

difference of \$3,557.10 will come from contingency fund; seconded by Mr. Maxwell. Vote was unanimous.

G. FY2012 CDBG Bid Award - On February 18, at 3:30 p.m., three bids were received for drainage and road improvements to Few Lane and a portion of Hassel Road. Three bids were H&H Paving LLC (\$577,504.40); The Scruggs Company (\$561,668.82); and Reames and Sons Construction with a total bid of \$477,124.60. The Southern Georgia Regional Commission confirmed that Reames was not on the federal debarred list through the Department of Community Affairs, who awarded the County the funds for the project. Once the contract is awarded, the County and the SGRC will hold a required pre-construction public hearing, work should start shortly afterward.

The County was awarded a total of \$422,275 for street and drainage Improvements. An additional \$20,914 is available as contingency money, giving the County a total of \$443,189 towards construction. The County has already spent the required matching funds for Engineering, so the remaining portion of \$33,935.60 will need to come from additional funds, either SPLOST or Contingencies. The motion was made by Mr. Wingate to award the bid to Reames & Son in amount of \$477,124.60; and additional funds of \$33,935.60 needed for completion of the project will come from SPLOST #5; Ms. Exum seconded. Vote was unanimous.

6. **Unfinished Business** - None

7. **County Administrator Notes/Comments**

A. SPLOST Six – Initial Startup Meeting – Administrator informed the Board of scheduling an initial meeting with municipalities; Quitman, Morven, Barwick, and Pavo for renewal of SPLOST. The startup meeting would be to give municipalities information on the decrease of SPLOST funds; and generate propose amounts for the budget.

B. Private Use of County Buildings and Grounds - Administrator stated he wanted to get an idea of what the Board allows as far as use of County Buildings and Grounds. Currently, we do not charge a fee, County funds are used to prepare for events, and County staff does cleanup. Administrator will work on procedures for County buildings and grounds use to give some guideline to go by.

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C. FY 2015 Budget Process– it is time to start preparing for the FY2015 budget process. Administrator will get out departmental budgets within next two weeks; and will contact Board to schedule meetings.

8. **Commissioners Notes/Comments**

A. Joe Wingate - District 1 – Commended Glenn Walker on good job doing in Road Department; response time; and with the roads.

B. S. L. Jones, District 2 – Commented on the water, beaver issues with Giddens Road.

C. Willie Cody, District 3 – Thanked Glenn Walker and Road crew for pipes on Son Wright Road; and problem with Hassle Road.

D. Myra Exum, District 4 – Also commended Road Superintendent on speed of response to road calls. And informed Board of the County participation in the Relay for Life this year.

E. James Maxwell, District 5 – Commented on taking calls from any resident/citizen whether in district or not; he stated whomever calls with a problem; no matter which Commissioner district; just get issue resolved.

9. **Executive Session** - None

10. **Adjournment**

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

Mr. Sanford L. Jones, Jr., Chairman

Mr. Justin DeVane, Administrator

Ms. Patricia A. Williams, Clerk