

The Brooks County Board of Commissioners met for its Monthly Workshop and Regular Monthly Meeting on Monday, February 2, 2015 at 5:00 p.m. in the Commissioners Meeting Room located at the Brooks County Office Building. Commissioners present were: Ms. Myra Exum, Chairperson; Mr. Joe Wingate, Vice Chairman; Mr. James Maxwell; and Mr. Willie Cody. Mr. S. L. Jones 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**

Chairman called workshop to order.

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

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

- 170 work orders received, 34 roads with potholes; 20 road repairs.
- 66 orders for motor grader work; 18 wash outs; 8 side arm jobs; 4 driveways; and eleven 911 calls.
- Received side arm quotes. Working with Administrator to look at difference and advantage between lease and purchase option. With Board approval will put bid together and present at March regular meeting.
- Mr. Wingate inquired regarding speed limit signs on Beatty Road and issues with Walden Road.
- Mr. Maxwell suggested speed signs for all county roads; and look into a larger sign to place on Old Dixie Road which leads into Grooverville.

**B. Ben DeVane – County Engineer**

- Priority number one is to get contract done for 2014 LMIG project for H & H Paving.
- Priority two, resume guard rail project.
- Will get back to smaller projects once priorities are complete.

**C. Tom Fields – Brooks County Fire Department**

- Still waiting on ISO; no way to speed up.
- Received letter from Thomas County stating in order for Barwick and Pavo to get a better rating than 9, would require regrading again.
- Meeting scheduled with Pavo to discuss what to do and what our options are.

**D. Andrew Hodum – Recreation** – Updated Board on activities; and site improvements. He stated the building has been painted, new bathroom doors, fixtures; and concession stand. Baseball will start the middle of March; sign-up is February 2 to

February 20, 2015. Valdosta Electric Company did the electrical for concession stand, lights, and scoreboard, all for free.

**E. Stephanie Hollifield – Extension Office** – Provided copy of newsletter, UGA Extension, Brooks County Ag, & 4-H Clover Connection, to the Board. The newsletter provided a review of activities for month of January; and a glance of February.

Chairperson closed work session to go into the Regular Meeting at 5:42 p.m.

1. **Call to Order** – Ms. Exum called to order.

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

2. **Approval of Agenda**

A. February 2, 2015 Regular Monthly Meeting – Mr. Maxwell made the motion to approve the agenda as presented, Mr. Maxwell 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:

|                         |                  |
|-------------------------|------------------|
| Regular Monthly Meeting | January 5, 2015  |
| Special Called Meeting  | January 15, 2015 |

4. **Appearances**

**A. Request Waiver of Tax Penalties and Interest – Dixie LLC**

Administration received a request from Encanto Partners Financial Services for a waiver on property tax interest and penalties on a 2013 tax bill for Dixie LLC. The firm is requesting that \$7,515.71 be refunded to Encanto due to a mix up that resulted in the property tax bill being paid late. The reason for the request is because when the bill was due, a new accounting service was being transferred all the accounts, including the one regarding Dixie, LLC. The new firm did not receive a bill and the previous firm did not pay the 2013 bill that was due. County Attorney advised the Board the bill was not paid in error, Board should only refund if an error occurs. Mr. Maxwell made the motion to deny the request to refund penalties and interest on a 2013 bill for Dixie LLC.; Mr. Cody seconded. Vote was unanimous.

**B. Facilities Request – Lovejoy Chapter #246 for Courthouse Grounds**

Administration received a request for the use of the Courthouse Grounds by the Lovejoy Chapter #246 to host an Easter Egg Hunt on the grounds March 28<sup>th</sup> between 11:00 am to 2:00 pm. Ms. Flanders and members of the Chapter appeared to present the request. The group agrees and understands that although no deposit is required for the grounds, they are to clean up after the event and will have to provide their own facilities for restrooms. On a motion by Mr. Cody; seconded by Mr. Maxwell, Board

Unanimously approved the request of Lovejoy Chapter #246 to use the Courthouse Grounds for an Easter Egg Hunt from 11:00 am to 2:00 pm on March 28, 2015.

**C. Road Closure Request – A Portion of Old Pavo Road**

A request was received from Kerry Seward on behalf of Mill Creek Holdings to request a portion of Old Pavo Road to be closed between Highway 122 and Pleasant Hill Church Road. The portion of the road serves simply as a connector between Pleasant Hill Church Road and Hwy 122. Attorney Raleigh Rollins appeared on behalf of Mill Creek Holding to present the request. He stated there are concerns about cars speeding along that segment of road; and there are no neighbors. Plantation owns all the land surrounding both sides of the road and the only family on the road works for the owner. Mr. Wingate made a motion to begin the process of closure of Old Pavo Road between Highway 122 and Pleasant Hill Church Road, which serves no public purpose, Mr. Maxwell seconded. Vote was unanimous.

**5. New Business**

**A. Selection of New Inmate Healthcare Provider**

The Sheriff's Office received a letter from Innovative Healthcare Solutions on January 26, 2015 stating they would no longer provide healthcare to the Brooks County Jail as of January 31. The Sheriff's office has been working to provide new quotes for the service at the Jail and the best provider appears to be Southern Health Partners. Their proposal is for \$114,000 per year, with a 2% yearly increase. SHP would provide a nurse at 40 hours a week. Included in the plan would be dental available from a local provider and their annual fee includes an \$18,000 cost pool that would cover the County's costs until the pool runs out each year.

In addition, the County received quotes from Southern Correctional Medicine, one for \$108,000 with a 3% yearly increase. Innovative Healthcare has previously submitted a renewal agreement for \$114,000. Transform Health also submitted a quote for \$158,038.40. Sheriff and Administrator recommends Southern Health Partners, which will fill the gap for February to provide healthcare service until the contract is complete in March.

On the motion made by Mr. Wingate, the Board unanimously approved the selection of Southern Health Partners to provide inmate healthcare to Brooks County Jail for month of February until contract is complete and signed in March; the contract will be for \$114,000 per year with a 2% yearly increase, seconded by Mr. Cody.

**B. Authorizing Resolution for 5311 Transit Program**

The County is required to complete and submit an application annually for the DOT 5311 Transit Program; which includes an Authorizing Resolution to be adopted by the Board each year. Mr. Wingate made the motion to adopt the Authorizing Resolution for the DOT 5311 Transit Program, Mr. Maxwell seconded. Vote was unanimous.

**C. Intergovernmental Rental Agreement for Wiregrass Tech (GED Classroom**

Administration received an Intergovernmental Rental Agreement from Wiregrass Tech for the use of the GED classroom. In the past, no agreement has been in existence; however, the State is now requiring that the schools have a formal written agreement in place. Mr. Cody made a motion to approve the Intergovernmental Rental Agreement from Wiregrass Tech for GED classroom at Ag Building, seconded by Mr. Maxwell.

#### **D. Bid Approval for Tag Reader**

Administration received bids for the purchase of a Tag Reader system for the Sheriff's Department. At this time, the Department will only be purchasing one unit, but based upon the results surrounding departments have had with their units, the Department is hopefully funding will be available for more to come. Administration recommends the County go with the 3 camera system due to the increase in accurate readings with the extra camera. The unit using the camera will also be fitted with a ticket printer and a laptop. The system will read the tag and instantly check it against the national databases for valid insurance, registration, and if the vehicle has been reported stolen or wanted, etc... The purchase is budgeted in the Uniform Patrol. The lowest bid was from Synergistic Software in amount of \$19,552 for three cameras. The laptop will cost \$1,100; A motion was made by Mr. Wingate to approve the bid from Synergistic Software for \$19,552, laptop \$1,100; seconded by Mr. Cody. Vote was unanimous.

#### **E. Courthouse Security**

Administration received a request from the Southern Judicial Circuit Judges to provide a deputized security officer at the Courthouse Monday thru Friday 8:00 am to 5:00 pm each week. Administration has provided a sample budget that was prepared 2 years ago for such a position. The position would be a function of the Sheriff's office. The possibility would exist that part-time employees could be used to fill the positions, however, they would have to be deputized to fulfill the job duties. Since this deputy would be at the courthouse for his or her entire shift, there would be no need for a patrol vehicle to be provided. The position would be responsible for arriving at the Courthouse prior to the start of business to open the building and to close the building at the end of each day. This position would require funding from the Contingency to start, as no available funds are budgeted in this year. This requirement is from a security plan developed for the Brooks County Courthouse several years ago. State law does require that a security plan be in place for the courthouse\*, as provide in OCGA 15-16-10 (a)10) and OCGA 36-81-1; however, it also states that those plans are still subject to the annual budgeting process as is all other departments and needs. Subject to the County's budget, the two full time positions will be reduced to one position. Board will provide the tools to do the job; give an area to watch on camera at a central location; and monitor who comes and goes. Sheriff stated he is willing to get with Administrator, Chairperson, and Attorney to come up with a plan. On a motion by Mr. Wingate, Board unanimously approved temporary funding from Contingency to fund one full time position for courthouse security, Mr. Maxwell seconded.

#### **6. Unfinished Business - None**

**7. County Administrator Notes/Comments**

**A. New County Policy Manual Checkup**

Administrator previously provided the Board with a copy of the new Personnel Policy Procedure Manual for review. Administration is asking for any input or ideas the Board may have concerning the new manual.

**B. 2009 GEMA Funds Received**

County received the final reimbursement from GEMA from the 2009 flood damage. This item has been a deficiency in County's budget; and should now be resolved.

**C. 2015 LMIG Funds Received**

DOT has submitted the check for the 2015 LMIG Project List in amount of \$483,508.53. the 2015 Application was selected during a Special Called Meeting on December 15, 2014.

**D. FY2015 CDBG Application Conflict of Interest**

Administration is requesting that any member of the Board who may have a possible conflict of interest with the proposed 2015 CDBG application please provide that information at this time so that steps may be taken to handling those issues.

Anyone who has a family relative or is personally involved with any land, construction, design or any other aspect of this project that could stand to benefit from the awarding and completion of the project is encouraged to state this situation now. Administrator asked the Board to let him know as soon as possible; so the matter can be mitigated.

**8. Commissioners Notes/Comments**

**A. Joe Wingate - District 1** – Inquired about the environmental study of water running onto property. Expressed concerns regarding possibility of SPLOST 1% tax funds being shared from Valdosta, due to millions of taxpayers' dollars being taken from Brooks County. He feels a percentage should be given back.

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

**C. Willie Cody, District 3** – Commented on Son Wright Road and Old Thomasville Road.

**D. Myra Exum, District 4** – Commented on the progress list of ongoing projects presented by Administrator; asked Board to look at and provide feedback. Chairperson asked the Board if they would have a problem with providing a local Pastor for each regular monthly meeting to do the invocation. Has spoken with Mr. Wingate, and he is willing to solicit a Pastor each month's meeting.

**E. James Maxwell, District 5** – Concerned about \$250,000 of State Seed Money that was designated in March 2014 for Brooks County for healthcare; but has not been received; and has not found where it is.

**9. Executive Session – None**

**10. Adjournment**

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Mr. Cody made the motion to adjourn regular meeting at 6:45 p.m.; Mr. Wingate seconded.

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