

The Brooks County Board of Commissioners met for its Monthly Workshop and Regular Monthly Meeting on Monday, January 5, 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; Mr. S. L. Jones and Mr. Willie Cody. 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

**Road Closure Request – Portion of Artis Road** - Administrator received a request from Bill Holland, representing Ms. Lastinger, regarding a request for the County to formally begin the road closure process on a portion of Artis Road. Mr. Holland's client owns the land on both sides of the road in regards to the section being requested and is requesting the closure since the road is traveled little and requires little maintenance from the County. The request is to close the section of the road that runs south, between her two pieces of property, approximately 350 feet. The portion of Artis Road that runs east to west will remain open.

**UPDATE: Board approved the request during December meeting to move into the advertisement phase. Public hearing was held prior to this meeting. Applicant requested the closure be moved to the intersection of Bill's Lane and Artis Road. One property owner (below Scruggs/Lastinger properties) claims their deed only allow them access to their property along Artis Road.**

The Attorney representing Ms. Lastinger requested to table until February meeting is preparing legal documents for adjacent property owner to have access by way of Artis Road. The Board tabled this item.

Chairman asked for those present who were against or for the closing of Artis Road; and none were present.

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

**B. Road Closure Request – Giddens Road – FY 2014 LMIG Project** - Administration is requested consideration from the Board to begin the road closure process on Giddens Road during the December meeting. The road was included in the 2014 LMIG projects list to be partial paved with a cul-de-sac and to have the northern end from Madison Highway down to the area near Dewey Road abandoned. The northern section floods almost every time it rains. The property is owned by the same property owner on both sides, and the County would like to swap the parcels to the owner in exchange for right-of-way around the cul-de-sac. County Attorney has all parcel maps and recording documents.

**UPDATE: The Board authorized Administrator to begin proceedings for road abandonment of Giddens Road during December meeting. Administration advertised and mailed out appropriate letters regarding the closure of the northern portion of Giddens Road; and spoke with Ms. Lane, who lives adjacent to section being closed. Ms. Lane agrees with the closure as long as no additional right-of-way needs to be acquired.**

There were none present for or against the closing of Giddens Road.

Chairman closed public hearing at 5:07 p.m. to go into the work session.

### **WORK SESSION – 5:07 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 December:

- 49 work orders received, 9 roads closed, 6 were reopened; and 24 911 calls.
- Refund for side arm has been returned.
- Requested authorization for motor grader bids.
- Searching for used tractor to attach new side arm.

**B. Ben DeVane – County Engineer**

- 2014 LMIG bids were opened December 22, 2014; three bids were received. Recommended the lowest bidder; H & H Paving.
- Working on Sabal Trail pipeline road crossing.
- Waiting on proposal on Ham City to see if will work.
- Started guard rail project.

**C. Tom Fields – Brooks County Fire Department** – Reported for month of December:

- Barney Fire Station is complete; ready for truck.
- The State will come on Monday to rate Barney Fire Department.
- CPR classes will be conducted the second Monday of each month for one year due to the CERT grant. Will advertise to get interested participants.
- Second station will be Hickory Head, upon completion of Barney Station.

**D. Stephanie Hollifield – Extension Office** – Provided copy of newsletter, UGA Extension, Brooks County Ag, & 4-H Clover Connection, to the Board. Georgia Clean Day was successful with over 40,000 pounds of pesticide collected. The newsletter provided a glance of activities for month of January; and a December review. Three educational programs were conducted, peach producers attended the Brooks County

orchard peach meeting, hosted one of ten regional farm bill meetings; much time was committed to education and training related to new Farm Bill.

**E. Laura Harrison – Library** – Provided information on activities for December 2014. Received two grants; computers; science technology; engineering and math. Performed outreach service to Presbyterian Home and Nutrition Center; story times for children; and continuing to work with Goodwill. Lego Club will begin at the end of the month.

Chairman closed work session to go into the Regular Meeting at 5:40 p.m.

1. **Call to Order** – Chairman called to order.

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

2. **2015 Appointments**

**A. Nomination and Selection of Chairman and Vice Chairman** – Chairman turned meeting over to County Attorney for 2015 Board nominations for Chairman and Vice Chairman. County Attorney opened floor for nominations for Chairman. Mr. Wingate made the motion to nominate Ms. Myra Exum to serve as Chairman for 2015; Mr. Maxwell seconded. Vote was unanimous.

County Attorney opened floor for Vice Chairman nominations. Mr. Jones made the motion nominating Mr. Joe Wingate for Vice Chairman, seconded by Mr. Cody. Vote was unanimous. County Attorney returned meeting to new Chairperson, Ms. Exum.

**B. Board Appointments for 2015**

**Boards/Committees**

Brooks County Library Board	Mr. S. L. Jones
Brooks County Airport Authority	Mr. Joe Wingate
Brooks County Board of Health	Mr. James Maxwell
Council on Aging	Mr. Joe Wingate
Coastal Plain Area, E.O. A.	Mr. James Maxwell
Chamber of Commerce	Mr. Joe Wingate
Regional Commission Board	Ms. Myra Exum
Dept. of Family & Children Services	Ms. S. L. Jones
Mid South RC&D Council	Mr. Joe Wingate
Lowndes-Valdosta MPO	Not Applicable at this time
Recreation Department	Mr. Willie Cody
South Reg. Joint Development Auth. Board	Ms. Myra Exum (Until 12/31/2016)

ACCG Appointment  
Seven Rivers RC & D  
Regular Monthly Meeting

Ms. Myra Exum  
Mr. Justin DeVane

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Mr. Maxwell replaced Ms. China Maxwell on Coastal Plain Board; and Mr. Wingate replaced Mr. Jones on the Airport Authority. Chairperson recommended Mr. Jones to replace Mr. Maxwell on DFACS Board.

**Building Assignments**

County Admin Building	Ms. Myra Exum
Agriculture Building & Annex	Mr. S. L. Jones
Courthouse	Mr. S. L. Jones/Mr. Joe Wingate
Sheriff's Department (Jail & CID)	Mr. James Maxwell
Public Works	Mr. Willie Cody
Voting Precincts	Mr. Joe Wingate
E-911 Center	Mr. Willie Cody
Multi-Purpose Bldg. (Head Start & Senior Ctr.)	Mr. James Maxwell
Fire Departments	Mr. Justin DeVane
Washington Street Gym (Boys & Girls Club)	Mr. James Maxwell

Ms. Exum was assigned to County Administration Building; and Mr. Jones assigned to Agriculture Building & Annex.

**C. Other Appointments for 2015**

County Attorney	Mr. Vann Parrott
County Auditor	Mr. Gary Zeigler
County Engineer	Mr. Ben DeVane
Assistant County Engineer	Mr. Mark DeVane
ADA Coordinator	Mr. Billy Ingram
EMA Director	Mr. Mike Smith
Station #1100 Chief	Ms. Judy Huffmaster
Station #1200 Chief	Mr. Tom Eggers
Private Appointment to SGRC Bd. (Joint w/ Quitman)	Vacant
Library Board Appointment (3 year term)	Ms. Patty Hancock (until 2016)

Mr. Wingate made a motion to appointment Patty Hancock to the Library Board to replace Carolyn Laurie. Ms. Laurie term expires June 30, 2016; but is resigning at end of the month to relocate to north Georgia. Mr. Jones seconded. Chairperson called for the vote. Mr. Cody and Mr. Maxwell voted no; and Mr. Jones and Mr. Wingate voted yes. Chairperson voted in favor; and broke the tie. Vote was 3 to 2.

On a motion by Mr. Cody; and seconded by Mr. Jones, the Board unanimously accepted the Other Appointments for 2015.

**Appointments made during 2013 and 2014**

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DFACS Board Member – District 1  
DFACS Board Member – District 5

Ms. Linda Peterson (April 2014)  
Ms. Mary Thomas (June 2013)

Planning & Zoning Appointment – District 5  
Library Board Appointment (3 year term)  
Brooks, Colquitt, Grady, Mitchell, & Thomas Joint DA

Ms. Jeannie Little (June 2013)  
Mr. Johnnie Brown (until 2016)  
Mr. Justin DeVane (Nov–Dec 2017)  
Mr. Buddy Holwell (Nov-Dec 2015)  
Ms. Tina Herring (Nov-Dec 2017)  
Mr. John Stalvey (Nov-Dec 2016)  
Mr. Dan Graham (Oct-Dec 2017)  
Mr. Zurich Deshazior (Dec-2017)  
Ms. Karen Murray (Dec-2018)  
Ms. Gerry Folsom (Sept-2017)  
Mr. Henry Burton (Jan 2014)

Tax Assessor's Board

Elections Board

South GA Community Service Board  
Brooks County Development Authority

### **3. Approval of Agenda**

A. January 5, 2015 Regular Monthly Meeting – Mr. Jones made the motion to approve the agenda as presented, Mr. Cody seconded. Vote was unanimous.

#### **Approval of Minutes**

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

Regular Monthly Meeting	December 1, 2014
Special Called Meeting	December 15, 2014

### **4. Appearances**

**A. Use of Facilities Request – Quitman Garden Club-** Administration received a request for the use of the County Ag and Annex buildings from February 4<sup>th</sup> to February 8<sup>th</sup>. The Quitman Garden Club has submitted the request for its Annual Camellia Show which it holds every year and has held at the Ag Annex building. This year, the Club is hoping to expand its offerings and is requesting additional days for the program. Administration also recommends waving the fees for the Club, due in part to their assistance with other County projects, so long if the Club agrees to setup and cleanup the facilities before and after its use and will not require any additional use of County staff. Administration will hold the Club's deposit to ensure this agreement is followed. Mr. Cody made the motion to waive additional fees for use of Ag and Annex Buildings by the Quitman Garden Club, seconded by Mr. Wingate. Vote was unanimous.

**B. Ed Bass – Ochlawilla and Coeey Road Discussion –** Administration received a request from Edward Bass regarding the possibility of paving Ochlawilla and Coeey Roads off the Nankin Road. Mr. Bass stated the roads were washed out in 1948 and was never built up; it goes downhill and water runs into the lake. He inquired about roads being on the paving list. After discussion, Chairperson advised Mr. Bass she would get

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with Administrator and Road Superintendent and would get back with him to let know what can be done.

**5. New Business**

**A. Road Closure – Portion of Artis Road** – On the motion by Mr. Wingate, seconded by Mr. Cody, Board unanimously tabled the closure until the February meeting.

**B. Road Closure – Portion of Giddens Road** – Mr. Wingate made the motion to close a portion of Giddens Road; Mr. Jones seconded. Vote was unanimous.

**C. Bid Approval for FY2014 LMIG Projects** – Bids were opened on December 22, 2014 at 3:30 p.m. County Engineer accepted bids for the construction and completion of the FY 2014 LMIG projects. Three bids were submitted and reviewed.

H & H Paving	\$749,664.80
Reames and Sons	\$909,993.28
Scruggs Construction	\$962,555.89

On a motion made by Mr. Cody, seconded by Mr. Jones, Board unanimously awarded the 2014 LMIG projects to the low bidder, H & H Paving.

**D. Selection of Architectural Firm for CDBG Application** – RFQs were received from seven firms regarding the County's 2015 CDBG Application. A panel reviewed the RFQs on Monday, January 5, 2015 at 9 a.m. The panel recommended McCall & Associates, Inc. Mr. Jones made the motion to approve McCall & Associates, Inc. as the architectural firm for the 2015 CDBG Application, Mr. Wingate seconded. Vote was unanimous.

**6. Unfinished Business**

**A. Application for Retail Sale of Beer & Wine – Sandhill Grocery/Ullah Irshad**

Administration received a request from Ullah Irshad, owner of the Sandhill Grocery, to permit a retail beer & wine license for the Sandhill Grocery. The store previously held a license, however, it was held by another tenant that was leasing the building. Mr. Irshad is now running the store himself and wishes to obtain a license personally. The advertisement is complete; and background check done. After review of background check, County Attorney advised Mr. Irshad that his criminal history prevents eligibility for a Beer & Wine license. He suggested the item be tabled for better clarification to give an opportunity to get corrected; and show it has been resolved. Mr. Maxwell made the motion to table the issue for more information and clarification, Mr. Wingate seconded. Vote was unanimous.

**UPDATE: This item was tabled during the December meeting for better clarification and more information could be provided regarding Mr. Irshad's history.**

Mr. Irshad has provided proper documentation regarding his history; therefore; Mr. Wingate made the motion to approve the application of Ullah Irshad to permit retail sale of beer and wine at Sandhill Grocery, Mr. Cody seconded. Vote was unanimous.

**7. County Administrator Notes/Comments - None**

**8. Commissioners Notes/Comments**

**A. Joe Wingate - District 1** – Would like to be in on the discussion of Walden Road close to Ion Road.

**B. S. L. Jones, District 2** – Commented on Ochawilla Road needing work and may require extra right-of-way.

**C. Willie Cody, District 3** – Commented on the roads being bad in the County due to rain and the good work the Road Department is doing in spite of the fact.

**D. Myra Exum, District 4** – Create a list of ongoing projects for update on current projects.

**E. James Maxwell, District 5** – Look into purchasing a mower for ground maintenance for Maintenance Department.

**9. Executive Session – None**

**10. Adjournment**

Mr. Wingate made the motion to adjourn regular meeting at 6:17 p.m.; Mr. Cody seconded.

Ms. Myra Exum, Chairperson

Mr. Justin DeVane, Administrator

Ms. Patricia A. Williams, Clerk