

The Brooks County Board of Commissioners met for its Monthly Workshop and Regular Monthly Meeting on Monday, March 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; and Mr. S. L. Jones. 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 – PORTION OF OLD PAVO ROAD – (SIGN-IN SHEET PROVIDED)**

Kerryn Seward submitted a request on behalf of Mill Creek Holdings to close a portion of Old Pavo Road between Highway 122 and Pleasant Hill Church Road. Board approved to begin road closure process during the February 2<sup>nd</sup> meeting; and Administration has advertised the closing and mailed out certified letters to adjoining property owners. Attorney Raleigh Rollins appeared on behalf of Mill Creek Holding. He stated the road serves no purpose; and would improve safety issues; and save the County money on maintaining the road. Everyone present was in favor of the closure; no one spoke in opposition.

#### **B. Special Exemption Request – Kevin Blake - (SIGN-IN SHEET PROVIDED)**

Building and Zoning received a request from Mr. Kevin Blake to construct and operate a gun shop on Crosbys town Road. Mr. Blake is requesting the exemption from the Board, and if granted, will begin construction on a facility and move his equipment to Brooks County to operate a business. Southern Georgia Regional Commission, Ariel Godwin, Planner; appeared and stated the petition has been reviewed by the Staff and determined the proposed gun repair and refinishing shop is in compliance, except for the issue of the proposed shop does not directly about an arterial or collector roadway. To address this issue; a zoning variance is recommended. Therefore, Staff recommends approval, conditional upon the aforementioned issue being addressed by Petitioner Kevin Blake for a Special Exemption to build and operate a gun repair and refinishing shop an on 5-acre parcel within the Agricultural zoning district, located at 374 Crosbys town Road in unincorporated Brooks County. Brooks County Planning and Zoning Board approved petitioner's application on February 17, 2015, subject to recommendations of the Southern Georgia Regional Commission.

No one present spoke against the request. Mr. Blake stated he moved to Brooks County from Colorado where he operated a gun shop; and wanted to bring the business here to stimulate the community via tax revenue for Brooks County.

Chairperson closed public hearing to go into work session at 5:10 p.m.

### **WORK SESSION**

## Reports from Committees/Departments

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

- 135 work orders received, 41 roads with potholes; 20 road repairs.
- 46 work orders; 9 wash outs; 6 driveway pipes cleaned; and thirteen 911 calls.
- In discussion with Administration for filling the position for a Third Supervisor; with Board approval.
- Looked at Semi-truck; the only one being used is being repaired; need a backup. Would like to purchase with funds acquired at Colony Bank; with Board approval.
- The department does not have a Roller; would like to also purchase with funds at Colony Bank.

**B. Ben DeVane – County Engineer**

- Sabal Trail requested identification of ROW; provided a list; and Administrator and I updated/created the Permit form.
- DOT requested certification of road mileage; which is used to formulate LMIG funds the County received. There are 235.85 miles of paved roads; and 354.34 miles of unpaved roads in Brooks County.
- Have specifications for guard rail projects; ad will run within next two weeks.
- EPD looked at CDBG report.
- 2014 LMIG contracts are not back yet. Bond Bid was held up by insurance.
- Looked at Old Thomasville Road tax and aerial maps; will make recommendation; ROW needs to be acquired because the road is too narrow.

**C. David Crosby – EMS – Not Present**

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

- Still waiting on ISO since October 2014.
- Looking at consolidation of South Brooks, Dixie, Tallokas, and Sand Hill Fire Departments.

**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 February; and a glance of March.

Chairperson closed work session to go into the Regular Meeting at 5:48 p.m.

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

**A. Prayer & Pledge** – Pastor Mack Brown, Quitman United Methodist Church, led all in attendance in prayer and pledge of allegiance.

2. Approval of Agenda

**A.** March 2, 2015 Regular Monthly Meeting – Mr. Wingate made the motion

to approve the agenda as presented, Mr. Cody seconded. Vote was unanimous.

**3. Approval of Minutes**

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

Regular Monthly Meeting

February 2, 2015

**4. Appearances**

**A. Reimbursement of Property Taxes and Ad Valorem Taxes – Cleveland Graham**

Administration received a request from Mr. Cleveland Graham regarding the reimbursement of property taxes and ad valorem taxes paid from 2010 to 2012. Mr. Graham has previously appeared before the Board in August 2012 regarding the same issue. Mr. Graham has provided a different letter regarding his case and still wishes to be reimbursed for previous years. According to the previous minutes in August 2012, the Board denied his request because he did not apply for exemption prior to the tax digest being closed. In regards to the Vehicle Ad Valorem, since he did not apply for a disable veteran tag, there is no basis to reimburse previous years according the Tag office, like how exemptions are handled for property taxes. Mr. Graham has not paid ad valorem or property taxes since 2013. The three previous tax digest years would be for 2014 through 2012.

Board agreed to table this issue until April's regular meeting for more research as to the timeline of his application; and to see if an error was made on County's behalf.

**B. Facilities Request – Brooks County Laymen**

Administration received a request for the use of the Courthouse Grounds by the Brooks County Laymen to host a "Battle of the Grills" Cook-off on April 11, 2015. The event is scheduled for eight hours; and will not require additional services. No deposit is required for use of Courthouse grounds. On a motion by Mr. Maxwell; seconded by Mr. Jones, Board unanimously approved the request of Brooks County Laymen to use the Courthouse Grounds for the "Battle of the Grills" Cook-off on April 11, 2015.

**5. New Business**

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

Mr. Wingate made the motion to close a portion Old Pavo Road between Highway 122 and Pleasant Hill Church Road, Mr. Cody seconded. Vote was unanimous.

**B. Bid Award and Approval for Road Department Backhoe Loader (SPLOST 6)**

Administration received bids from John Deere and CAT for a new 4wd backhoe loader. Yancey CAT has a bid of \$90,689 with trade-in of \$10,500 on the County's old machine.

The total price is \$80,189. The guaranteed Buyback is \$48,267. Lease payments for 5 years would be \$712.28 and the County could purchase the machine then for \$48,267

Flint Equipment John Deere bid a 310 at \$84,350 with a trade-in of \$2,500. Total price is \$81,850. The guaranteed buyback is \$42,500 and monthly lease payments of \$810.00. Administration recommends the Yancey CAT bid.

Mr. Maxwell made the motion to approve the purchase of the Backhoe Loader from Yancey using SPLOST 6 funds in the amount of \$80,189.00 (after trade-in); lease payments for five years at \$712.28 per month; with guaranteed buyback of the machine of \$48,267.00; Mr. Cody seconded.

**C. Bid Award and Approval for Road Department Sidearm Tractor Mower (SPLOST 6)**

Last month, the County discussed the purchase of a sidearm for the Road Department. The Road Department received a quote from John Deere for a 4WD 6105M tractor with an Alamo Xtreme 22ft Sidearm mower. The quote is from the Georgia State Contract, therefore the County is not required to bid the item out. Administration recommends a lease program, for 36 months, and payments at \$3,300 a month. The Lease is a purchase option lease, so the equipment could be kept at the year of 36 months or sold back for \$22,000 for a new unit. Mr. Wingate made the motion; Mr. Maxwell seconded; to approve the lease purchase of the John Deere 4WD 6105M tractor with an Alamo Xtreme Sidearm Mower for 36 months, and payments of \$3,300.00 per month; funds will come from SPLOST 6. Vote was unanimous.

**D. Appointment to the Quitman-Brooks County Airport Authority** – Administration received a letter from Airport Authority requesting appointment to the Authority since Mr. Laurie's resignation. The Authority recommended Tommy Roberts to fill Mr. Laurie's vacancy. On a motion made by Mr. Wingate, seconded by Mr. Maxwell, Board unanimously approved the appointment of Tommy Roberts to the Quitman-Brooks County Airport Authority.

**E. FY 2015 CDBG Application Resolution** – SGRC submitted the application resolution regarding the FY 2015 CDBG Application for the Boys and Girls Club. The resolution is a requirement of the grant standard procedure. Mr. Maxwell made the motion to approve the Resolution to Submit an Application to Obtain FY 2015 CDBG Funds for a New Boys and Girls Club; and acknowledged that there is no conflict of interest that exists; Mr. Wingate seconded. Vote was unanimous.

**F. Appointment to the Brooks County Planning and Zoning Commission**

Administration received a letter of resignation from Mr. Donald Rich, member of the Brooks County Planning and Zoning Commission. Mr. Rich has asked to be replaced due to conflicts with his work schedule. Mr. Rich represents District 1, and Mr. Wingate recommended Mr. Tom Eggers as his replacement. On a motion by Mr. Wingate,

seconded by Mr. Maxwell, Board approved appointment of Mr. Tom Eggers to the Brooks County Planning and Zoning Commission. Vote was unanimous.

**G. Equipment Purchase for Road Department** - The Road Department would like to purchase a used 2004 Mack Day Cab Semi Truck from Yancey Truck Center. The truck has 300,000 miles and could be purchased for \$28,500. The Road Department and Administration recommends the use of the funds borrowed for Equipment Purchases from Colony Bank be used for the truck, and remaining funds be utilized for another small excavator, an equipment trailer and possibly a roller. Originally the funds were earmarked for a sidearm mower. On a motion by Mr. Wingate; seconded by Mr. Cody; the Board approved the purchase of a 2004 Mack Day Cab Semi Truck from Yancey Truck Center in amount of \$28,500.00 from funds at Colony Bank; and to use remaining funds for other equipment. Vote was unanimous.

**H. Special Exemption Request – Kevin Blake** – Mr. Jones made the motion to approve the Special Exemption request from Kevin Blake to build and operate a gun repair and refinishing shop located at 374 Crosbytown Road, in accordance with SGRC recommendation of a zoning variance since the shop does not directly about an arterial or collector roadway; Mr. Wingate seconded. Vote was unanimous.

**6. Unfinished Business - None**

**7. County Administrator Notes/Comments**

**A. GDOT 5311 Van Surplus** - Administration received a letter from GDOT regarding the three remaining vans being used for the 5311 transit program. Since they are partially funded from State and local funds, we have the option to purchase one of the three vans for \$5,000 as they will be replaced soon with new vehicles. If the County is not interested, they will be entered into the surplus pool at the State level. Administration informed the Board it is possible the Board of Education may be interested; and the Senior Center may possibly use one. Board advised Administrator to look into; and make a recommendation at the April meeting.

**B. Tax Assessors' Office Presentation at Morven Rosenwald School** – Administration informed the Board that the Tax Assessors' Office will provide a presentation on the process of Tax Assessment at the Morven Rosenwald School on March 3<sup>rd</sup> beginning at 5:30 pm. It is scheduled to last one hour and should provide a solid basis for understanding the assessment process.

**C. New County Policy Manual Checkup**

Administration inquired to the Board as to any input or ideas they may have regarding the new personnel manual previously provided for review. If Board approves the policy, Administration is requesting to make it effective July 1 so we will have time to implement to the policy.

**8. Commissioners Notes/Comments**

**A. Joe Wingate - District 1** – Inquired regarding following up with Development Authority on the zoning expiration to see where we stand; and if term has ended; to place property back to agricultural.

**B. S. L. Jones, District 2** – Inquired about Garrett Road not being finished; and the status of Rocky Ford Road.

**C. Willie Cody, District 3** – Commented on Son Wright Road and Old Thomasville Road; stating there are still issues; and is hoping to get something done to move forward.

**D. Myra Exum, District 4** – Thanked citizens for attending meetings; and commented on the appreciation to Road Department for work during wet weather.

**E. James Maxwell, District 5** – Commented on H & H getting their first Brooks County bid; and completing Barrett Road at some time in the future.

**9. Executive Session – None**

**10. Adjournment**

Mr. Maxdwell made the motion to adjourn regular meeting at 6:40 p.m.; Mr. Wingate seconded.

Ms. Myra Exum, Chairperson

Mr. Justin DeVane, Administrator

Ms. Patricia A. Williams, Clerk