



CITY OF BROOKLET
104 CHURCH ST. BROOKLET, GA 30415 PHONE (912) 842-2137 FAX (912)842-5877

L.W. (Nicky) Gwinnett, Jr. Mayor
Hubert Keith Roughton, Mayor Pro-Tem
Bradley Anderson, Councilman
Rebecca Kelly, Councilwoman
James Harrison, Councilman
Sheila Wentz, Councilwoman

Carter Crawford, City Manager
Lori Phillips, City Clerk
Melissa Pevey, Assistant Clerk
Ben Perkins, City Attorney

Work Session
February 13, 2025
6:30 PM
Minutes

1. Call to order and welcome - Mayor Gwinnett

- Invocation
- Pledge of Allegiance

2. Consideration of a Motion to Approve the Agenda
Motion to Approve

MOTION: Brad Anderson

SECOND: Rebecca Kelly

AYES: Rebecca Kelly, Sheila Wentz, Brad Anderson, James Harrison, and Keith Roughton.

NAYES: None

The motion carried 5-0

3. Work Session Discussion Items:

- 3.1.** Review of 2024 recommended contribution to the Defined Benefit Pension Plan for \$3,376,533,566.65, of which the City's equity was \$494,463.37
- 3.2.** Utility Management Services, Inc. – Utility Billing Audit Analysis
- 3.3.** Survey for the Annual Salary of Municipal Court Officials for Monthly Court
- 3.4.** Court Solicitor Proposal, Robbie Mock \$500.00 per court
- 3.5.** Review of a Proposed Ordinance for Outdoor Burning
- 3.6.** Work Session Discussion
- 3.7.** Proposed Personnel Policy
- 3.8.** Planning & Zoning Interview Results
- 3.9.** Southern Disaster Recovery, LLC, has a Contract for storm cleanup with whole tree grinders and crews for \$61,305.00

- 3.10. 3-inch force main tap-ins during construction
- 3.11. Georgia Technologies Proposal# 6475 for \$16,000.00 for updating the City Hall Council/Courtroom Audio/Video System
- 3.12. Southeast Bulloch High School Work-Based Learning Employer/Mentor Program
- 3.13. Review Invoice# 943776 from Smith Welch Webb & White for Legal Services for \$ 6,104.20.

4. Consideration of a Motion to Adjourn

Motion to Approve

MOTION: Brad Anderson

SECOND: Rebecca Kelly

AYES: Rebecca Kelly, Sheila Wentz, Brad Anderson, James Harrison, and Keith Roughton.

NAYES: None

The motion carried 5-0

Approved this 20th day of March, 2025.


L.W. (Nicky) Gwinnett, Jr., Mayor


Lori Phillips, City Clerk

