



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
January 9, 2025
6:30 PM
Minutes

1. Call to order and welcome - Mayor Gwinnett

- Invocation
- Pledge of Allegiance

Mayor Nicky Gwinnett opened the meeting by leading the council members in the Pledge of Allegiance, followed by an invocation at Thursday evening's work session. The sentiment included Councilman James Harrison, who was absent from the meeting due to a death in his family

2. Consideration of a Motion to Approve the Agenda

Motion to Approve

MOTION: Keith Roughton

SECOND: Rebecca Kelly

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

NAYES: None

Motion carried 4-0

3. Work Session Discussion Items:

3.1. Review of the quote received from Yancy Bros. for a Mini Excavator

City Manager Carter Crawford explained that the city of Brooklet uses Source well, which is an entity that gathers the best quotes and bids for local government. Using the specifications that the City of Brooklet requested, Source well determined that the Yancy Brothers was the most cost-efficient out of the collected quotes. The Yancy Brothers added their discount of \$8637.00, bringing the mini excavator's cost down to \$52,692.00, which came in below the original estimate. Crawford recommended that the council approve the Yancy Brothers' bid and explained the need for the city's mini excavator has been determined several times. Rather than renting one or using a backhoe larger than the jobs require, Crawford suggested purchasing the city's own mini excavator. All council members agreed.

3.2. Review of the Applications received for the Planning & Zoning Commission One-year Term Appointments for Post# 2 (Dave Bircher) & Post# 4 (Virginia “Ginny” Macaluso) for 2025.

Terms were discussed, and it was determined that the new appointments would be for two years. Bradley Anderson agreed with a committee member from the Planning & Zoning Commission sitting in the audience that the training is costly for these positions and that something longer than a two-year term would benefit all involved. Roughton added that a three-year term would be a wise idea.

3.3. Georgia Water and Wastewater Funding Sources (reducing the cost to tie into the sewer system for residents)

The goal is to reduce the cost of residents' ties to the sewer system. Crawford discussed the available grants and loans and explained that the only one that may apply is the Block Grant for low- and moderate-income people. He suggested determining a tap fee and the idea of the city purchasing necessary equipment, and the homeowner would hire a plumber and pay the city back over a proposed five-year period. Council members talked about the need for the pumps to be identical, different tap fees, and possible credits, particularly a service credit for long-term customers. Crawford suggested that since the City of Statesboro is also purchasing the pumps, the City of Brooklet might glean suggestions from their experience and possibly buy the pumps from them. Kelly questioned if the city or the homeowner pays to tear up the street and that there is a variable cost depending on the location of the homeowners' septic tanks. Gwinnett mentioned that boredom is more cost-effective than tearing the roads, and Roughton suggested possibly purchasing a boring machine so the city could do its own boring. Crawford will continue to investigate options and report back to the council.

3.4. Brooklet to Statesboro Sewer Project (PE21193) Change Order# 1 – The amount of the contract before this change order was (\$4,847,957.00) four million eight hundred forty-seven thousand nine hundred fifty-seven dollars. The contract amount will increase by the sum of (\$168,100.00) one hundred sixty-eight thousand one hundred dollars. The contract total, including this and previous change orders, will be (\$5,016,057.00) five million sixteen thousand fifty-seven dollars. (The change order includes adding an 18" casing to the directional bore at the roundabout per the City of Statesboro and an additional bore near the Ingram Street/West Lane Street Intersection underneath a septic drain field.)

Mayor Gwinnett said the contract will increase by \$168,100.00, bringing the total to \$5,016,057.00. The increase includes adding an 18" casing to the directional bore at the roundabout per the City of Statesboro and an additional bore near the Ingram Street/West Lane Street intersection to go underneath a septic drain field. The addition will come out of grant money and will be sent through a separate payment. All agreed.

3.5. Review of the Proposed Fiscal Operating Budget Policies

The proposed policies follow GAAP (generally accepted accounting principles). Under these principles, state and local governments are required to include a budget-to-actual comparison statement for governmental funds with annual appropriated budgets in their basic audited financial statements. All council members agree to adopt these policies.

3.6. Discuss setting a proposed date for the GMA Mayor & City Council Planning

Retreat.

The council determined that Saturday, March 1, 2025, would be the tentative date for the retreat.

4. Consideration of a Motion to Adjourn

Motion to Approve

MOTION: Brad Anderson

SECOND: Rebecca Kelly

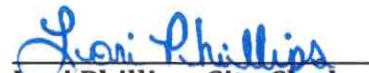
AYES: Rebecca Kelly, Sheila Wentz, Brad Anderson, and Keith Roughton

NAYES: None

Motion carried 4-0

Approved this 20th day of February, 2025.


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


Lori Phillips, City Clerk