



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

**Joe Grooms III, Mayor**  
**Nicky Gwinnett, Mayor Pro-Tem**  
**Bradley Anderson, Councilman**  
**Greg Schlierf, Councilman**  
**Jim Stanoff, Councilman**  
**William Griffith, Councilman**

**City Attorney**  
**Hugh Hunter**  
  
**Interim City Clerk**  
**Lori Phillips**

**CITY COUNCIL**  
**MINUTES**

Thursday, July 16, 2020  
7:00 PM  
Brooklet City Hall

- 1. MEETING CALLED TO ORDER:** Mayor Grooms  
The members present were: Mayor Pro-Tem Nicky Gwinnett, Councilman Bradley Anderson, Councilman Greg Schlierf, Councilman Jim Stanoff, and Councilman William Griffith.
- 2. INVOCATION:** Mayor Grooms
- 3. PLEDGE OF ALLEGIANCE:** Mayor Grooms
- 4. AMEND/APPROVE AGENDA:**  
Councilman Anderson made a motion to approve the Agenda as written; motion was seconded by Councilman Schlierf; motion passed with all ayes.
- 5. AMEND/APPROVE MINUTES**
  - 5.1 Regular Meeting of June 18, 2020**  
Councilman Schlierf made a motion to approve the minutes as written; motion was seconded by Councilman Stanoff; motion passed with all ayes.
  - 5.2 Called Meeting of June 24, 2020**  
Councilman Stanoff made a motion to approve the minutes as written; motion was seconded by Councilman Griffith; motion passed with all ayes.

**5.3 Called Meeting of July 2, 2020**

Councilman Stanoff made a motion to approve the minutes as written; motion was seconded by Councilman Anderson; motion passed with all ayes.

**5.4 Called Special Meeting July 8, 2020**

Councilman Stanoff made a motion to approve the minutes as written; motion was seconded by Councilman Anderson; motion passed with all ayes.

**6. APPROVAL OF JUNE 30, 2020 FINANCIAL REPORTS**

Councilman Anderson made a motion to approve the June 30, 2020 financial reports; motion was seconded by Mayor Pro-Tem Gwinnett; motion passed with all ayes.

**7. RECOGNITION OF GUEST REQUESTING TO BE ON THE AGENDA**

**7.1 Water Tank Maintenance Presentation**

Brad McConnell with American Tank Maintenance was in attendance to present a Full-Service Water Tank Maintenance Program Proposal to the Mayor and City Council. After the presentation, a brief discussion followed. The Mayor and City Council agreed to add this item to the Work Session Agenda scheduled for Thursday, August 16, 2020 for more discussion. (A copy of the proposal can be picked up at Brooklet City Hall.)

**8. DISCUSSION AND RECOMANDATION FROM THE PLANNING AND ZONING COMMITTEE ON THE PROPOSED TEXT AMENDMENT TO AMEND SECTION 5-2 OF APPENDIX B- ZONING OF THE CODE OF ORDINANCES OF THE CITY OF BROOKLET BY CHANGING THE MINIMUM LOT WIDTH LOT WIDTH OF BUILDING LINE IN R-2 AREAS; THE MINIMUM REAR YARD DEPTH IN R-1 AND R-2 AREAS, AND THE MINIMUM SIDE YARD DEPTH IN R-1 AND R-2 AREAS.**

After a brief discussion, Mayor and City Council agreed to hold a Public Hearing on Thursday, August 13, 2020, to have a 1<sup>st</sup> reading and discussion for the proposed text amendment above.

**9. DEPARTMENT REPORTS**

**9.1 Administration/Finance**

- Councilman Anderson reported that the City Audit will be scheduled for late September of 2020.
- The new pay cycle will begin this week, it is a 2 week pay cycle which includes direct deposit and also gives the employees the opportunity to invest into 401k if they want to.

**9.2 Streets/Water/Sanitation**

- Councilman Schlierf – add to the work session agenda for August 13, 2020, discussion about mosquito spraying.
- Councilman Schlierf – will be placing an order for (2) “men working” signs, if there are any other road signs that may be needed, they will be included at the time of this order.
- Councilman Schlierf – the new work order process seems to be going well as we are able to quantify what the city workers are doing in a day.

- Councilman Schlierf has had the city workers experimenting with a chemical called Liquid Edge to slow the growth of the grass, this chemical could help reduce the amount of time that is spent edging around town.
- Mayor Pro-Tem Gwinnett – we are still in the process of working on the vehicle maintenance for all the public works vehicles.
- Mayor Pro-Tem Gwinnett - we have sold 10 building permits in the amount of \$6,369.00 & 10 tap-ins in the amount of \$7,700.00 for the month of July.

### 9.3 Police

- Councilman Griffith - The police vehicles are all in good shape; he has advised Chief Lee to drive the two crown vics as little as possible.

## 10. CONSENT AGENDA

### 11. OLD BUSINESS

#### 11.1 DISCUSSION AND POSSIBLE MOTION ON THE WATER SYSTEM EXTENSION AGREEMENT.

Councilman Anderson made a motion to approve the water extension agreement subject to the ordinance being changed and the language of the 50% being removed; motion was seconded by May Pro-Tem Gwinnett; motion passed with all ayes.

### 12. NEW BUSINESS

#### 12.1 DISCUSSION AND POSSIBLE MOTION TO ACCEPT A QUOTE FOR THE REMOVAL OF A TREE ON CROMLEY ROAD.

The following quotes were submitted:

1. **Walker Tree Service** - to cut down, clean up and haul to our place of disposal will be \$2,000.00 or to just cut the tree down and the city workers cleanup will be \$1,500.00.
2. **F.S.H. Tree Service** – to cut down dead tree, haul off and stump ground for \$1,500.00 or to cut down dead tree and city workers clean up and haul off for \$900.00.

Councilman Schlierf made a motion to approve the quote from F.S.H. Tree Service in the amount of \$900.00; motion was seconded by Councilman Stanoff; motion passed with all ayes.

#### 12.2 DISCUSSION AND MOTION TO ACCEPT A QUOTE TO EQUIP THE NEWLY PURCHASED POLICE TRUCK.

The following quotes were submitted:

1. **X-Treem Automotive** = \$12,147.54
2. **West Chatham Warning Devices** = \$14,345.56

Councilman Anderson made a motion to approve the quote from X-Treem Automotive in the amount of \$12,147.54 to be paid out of SPLOST; motion was seconded by Councilman Griffith; motion passed with all ayes.

#### 12.3 DISCUSSION AND MOTION TO ACCEPT THE BID FROM JCB FOR A HYDRODIG WHEELED EXCAVATOR.

Mayor Pro-Tem Gwinnett made a motion to approve the quote from JCB for a Hydro dig Wheeled Excavator in the amount of \$189,766.00 to be paid out of TSPLOST; motion was seconded by Councilman Schlierf; motion passed with all ayes.

**12.4 DISCUSSION AND POSSIBLE MOTION TO APPROVE THE CONSTRUCTION OF A SECURE ENCLOSURE FOR THE ELECTRICAL CONTROLS AT THE WATER TANK.**

Mayor Pro-Tem Gwinnett made a motion to table this item for the work session scheduled for August 13, 2020; motion was seconded by Councilman Schlierf; motion passed with all ayes.

**13. MOTION TO CLOSE THE REGULAR SESSION IN ORDER TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL MATTERS.**

Councilman Griffith made a motion to close the regular session in order to go into executive session for the purpose of discussing personnel matters; motion was seconded by Councilman Stanoff; motion passed with all ayes.

**14. MOTION TO CLOSE THE EXECUTIVE SESSION IN ORDER TO OPEN AND GO BACK INTO REGULAR SESSION.**

Councilman Stanoff made a motion to close the executive session in order to open and go back into regular session; motion was seconded by Councilman Griffith; motion passed with all ayes.

**15. MOTION TO ADJOURN.**

Councilman Anderson made a motion to adjourn; motion was seconded by Councilman Schlierf; motion passed with all ayes.

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**Joe A. Grooms III, Mayor**

The foregoing minutes are true and correct and approved by me on this \_\_\_\_ day of \_\_\_\_\_, 2020.

Attest:

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**Lori Phillips, Interim City Clerk**