



CITY OF BROOKLET

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Joe Grooms III, Mayor
Nicky Gwinnett, Mayor Pro-Tem
Bradley Anderson, Councilman
Rebecca Kelly, Councilwoman
James Harrison, Councilman
Johnathan Graham, Councilman

City Attorney
Hugh Hunter

City Clerk
Lori Phillips

**WORK SESSION
MARCH 10, 2022
6:30 PM
MINUTES**

1. CALL TO ORDER - Mayor Joe Grooms, III

2. INVOCATION - Mayor Joe Grooms, III

3. MAYOR'S REMARKS

Mayor Grooms would like to rescind his previous statement, sent on February 17, 2022, wherein he resigned his position as Mayor. He no longer wishes to resign and would like to request that he be allowed to keep working in his current role.

Mayor Pro-Tem Gwinnett and Councilmembers Anderson, Graham, Kelly, and Harrison all agreed.

4. ROUTINE BUSINESS ITEMS DISCUSSION

4.a. Develop protocols for conducting a work session and for conducting city council meetings

Per Councilman Anderson we all need a development of a set of norms in terms that we all would adhere to and so that as a group we can all learn to work together, we all have different opinions on different subjects and part of having different opinions is that you have to have those ground rules.

At the end of the day a decision has to be made and it be done in a very professional manner.

4.b. Setting timelines for Meeting Agenda Development

Councilman Anderson presented everyone with an agenda preparation time table chart to which everyone has agreed to.

4.c. Discuss possible Open Forum meetings to gain input from citizens

First, we need to develop protocols and time limits to follow that will allow for a

proactive meeting. We will have more discussion at a later time.

4.d. Discuss developing/purchasing a new website for our city - to better communicate with citizens

Light discussion at this time, everyone agreed that this will be a future project.

4.e. Adopting the rules of decorum

Councilman Graham presented a document, Rules of Decorum. He would like a poster of this document to be made to place on the wall of the Council Chambers wall for the citizens to be aware of the rules of a meeting as well as the Council members. City Clerk Lori Phillips will start adding this document to the agendas for all meetings. All agreed.

4.f. Developing a corrective action plan (as required) to address the audit findings

Councilman Anderson stated that we have four findings for the current year FY21 audit, one item concerns a personnel matter and will be discussed at a later time during an executive session, the other three are as follows:

1. Invoices being filed together
2. No formal documentation existed for adjustments selected for testing
3. Splost and T-Splost expense being miscoded which have since been corrected

4.g. Quotes for the proposed speeds bumps

Light discussion at this time, everyone agreed that this will be a future project.

4.h. Agreement on whether we are going to install a new welcoming sign

Light discussion at this time, everyone agreed that this will be a future project.

4.i. Discuss volunteering for attendance of the county commission and BOE meetings between each council member. (Meeting are scheduled at the same time as our work session)

No one individual Council member has the authority to speak for the council as a whole. We as a council have sent a letter to the Bulloch County Board of Education expressing our concern and interest in the new construction project for the school.

4.j. Attendance at future GMA training sessions

GMA offers several training sessions for employees and members of council, anyone interested will need to meet contact the city clerk to get scheduled for any future classes.

4.k. LOST Training on March 30 in Savannah

Councilmembers Graham and Harrison will both be attending the LOST training Savannah, Georgia on March 30th.

4.l. Small cities conference in Dublin

Councilmembers Graham and Kelly will both be attending the Small Cities Conference in Dublin, Georgia on April 28th and April 29th.

4.m. Planning & Zoning Discussion

Currently we have no 2022 Planning and Zoning Committee, Mr. Bill Griffith is the Chairman of P & Z and would like to recommend that Jim Stanoff, Greg Schlierf, Chris Schneider, and Edward DiNello be appointed at the next council meeting as the 2022 Planning and Zoning Committee. All have agreed.

4.n. Quote review for a pressure washer for Public Works

The following quotes were reviewed and discussed:

1. Durden's - 2700 PSI 30 GPM Honda GX200 Engine = \$1,014.00
2. MI-T-M 3000 PSI 2.4 GPM Honda = \$1,070.99
3. 3000PSI Honda Gx Engine Honda Pressure Washer = \$2,430.95

Mayor Pro-Tem Gwinnett recommends we approve quote #1 at the March City Council meeting.

4.o. Part time/temporary help at City Hall

Due to staff shortages, we have been discussing a temporary as needed basis employee that would be paid at a rate of \$12.00 per hour. This will be added for approval at the March City Council meeting.

4.p. SEBHS Flag Football Sign Proof

Councilman Anderson submitted a proof of the sign that will go on each end of highway 80 at the city limit signs, he will pay for the signs himself and then ask for the city to reimburse him after July 1, 2022. The mayor has volunteered to pay for a sign himself.

4.q. Water Rate Increase

At this time, we will not be increasing the water rates. The rates to be increased will be residential, commercial, and out of town garbage rates, the water reconnect fee, the account establishment fee, the tap in fees and the residential sewer fee.

4.r. Joiner Road LMIG Project

There seems to be some confusion concerning the LMIG money balance; Lori will do some research and have this information ready at the March City Council meeting.

5. Motion to close the Regular Session and move to Executive Session for the purpose of discussing future acquisition of real estate pursuant O.C.G.A. 50-14-3(4).

6. Motion to close the Executive Session and return to the Regular Session.

7. ADJOURNMENT

Motion made to adjourn.

Motion: James Harrison

Second: Rebecca Kelly

Ayes: Brad Anderson, Nicky Gwinnett, James Harrison, Johnathan Graham, and Rebecca Kelly

Motion carried 5-0

Approved this ____ day of _____, _____.

Joe A. Grooms, III, Mayor

Lori Phillips, City Clerk