



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

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

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

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**Public Hearing  
City Council Meeting  
November 21, 2024  
7:00 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:** James Harrison

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

**NAYES:** None

**Motion carried 5-0**

**3. Public Hearing #1:**

**3.1. FIRST READING: ORDINANCE NO. 2024-023:** AN ORDINANCE BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF BROOKLET, GEORGIA TO AMEND THE MUNICIPAL CHARTER TO PROVIDE THAT ANY ACTION BY THE CITY COUNCIL TO ADOPT OR AMEND THE OPERATING BUDGET MAY BE EFFECTED BY RESOLUTION; TO AMEND THE MUNICIPAL CHARTER TO PROVIDE THAT ANY ACTION BY CITY COUNCIL TO ADOPT OR AMEND A PROCEDURE FOR A SYSTEM OF CENTRALIZED PURCHASING MAY BE EFFECTED BY RESOLUTION; TO PROVIDE FOR NOTICE; TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL

ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

- **Discussion from the Mayor & City Council**

Ordinance 2024-023, introduced by Crawford to streamline city processes by allowing certain actions, such as budget amendments and centralized purchasing procedures, to be conducted through resolutions rather than ordinances. Under the current system, ordinances require public hearings, which can delay decision-making. By shifting some actions to resolutions, the council hopes to expedite these processes while maintaining transparency and accountability. The ordinance received its first reading and will undergo a public notice period before returning for a final vote at the December 19, 2024, meeting.

- **Discussion & Questions from the Public**

No Public Comment.

**4. Motion to come out of the Public Hearing and go into the City Council Meeting.**

**Motion to Approve**

**MOTION:** Brad Anderson

**SECOND:** Sheila Wentz

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

**NAYES:** None

**Motion carried 5-0**

**5. Recognition of Guest(s) who have Signed Up to Speak**

N/A

**6. Recognition of Guest(s) Requested to be on the Agenda:**

**a. Tiffany Burgess, Program Supervisor for the Bulloch County Recreation & Parks – Senior Adult Activities**

The council welcomed a presentation by Tiffany Burgess, Program Advisor for Bulloch County Recreation and Parks, who announced plans to bring the popular "Adult 50+" program to Brooklet. Based on a community survey, the program will prioritize exercise classes and bingo, two of the most requested activities. Already successful in Statesboro, the program aims to provide Brooklet's senior residents with new opportunities for recreation, engagement, and community building.

**7. Consideration of a Motion to Approve the Consent Agenda:**

**a.** Georgia Fund 1 (GF1) – e-Resolution Process

**b.** AllGreen Services Invoice #68 - \$7,558.25

**c.** Florida Labor & Business Solutions, LLC Invoice #0000534 - \$25,000.00

**d.** Standard and Poor's Financial Services, LLC Invoice #11485650 - \$16,687.50

**e.** Standard and Poor's Financial Services, LLC Invoice #11485888 - \$5,562.50

**Motion to Approve**

**MOTION:** Brad Anderson

**SECOND:** James Harrison

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

**NAYES:** None

**Motion carried 5-0**

**8. Consideration of a Motion to Approve the Minutes for the following Meetings:**

a. July 30, 2024 Called Meeting

b. August 15, 2024 City Council Meeting

**Motion to Approve**

**MOTION:** James Harrison

**SECOND:** Keith Roughton

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

**NAYES:** None

**Motion carried 5-0**

**9. Consideration of a Motion to Approve the October Financial Reports as presented.**

**Motion to Approve**

**MOTION:** Brad Anderson

**SECOND:** James Harrison

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

**NAYES:** None

**Motion carried 5-0**

**10. Report from the City Manager**

a. Carter Crawford

**11. Reports from Committee Members**

a. Councilwoman Wentz – No Report

b. Councilman Anderson – No Report

c. Councilwoman Kelly – No Report

d. Councilman Harrison – No Report

e. Councilman Roughton – Bulloch County Recreation Department has installed LED Lights at the Park.

**12. Report from City Clerk**

a. Lori Phillips – No Report

**13. Report from Planning & Zoning Administrator**

a. Melissa Pevey – No Report



14. **Report from Interim Police Chief**
  - a. Michelle Reolegio – Reported all activity for October 2024
15. **Report from the Safety Coordinator**
  - a. Jim Stanoff – Announced that Brooklet was approved for the 2024 GMA Safety Grant for \$6,000.00.
16. **Report from the City Engineer**
  - a. Wesley Parker, Parker Engineering, LLC. – No Report
17. **Report from the Water/Sewer Consultant**
  - a. Matthew Morris – No Report
18. **Discussion Item(s):**
  - 18.1. **Consideration of a Motion to Approve the Draft of the First Supplemental Bond Resolution for the Water and Sewer Revenue Bonds, Series 2024.**

Trey Monroe outlined the bond issuance process, which marked the culmination of two years of careful financial planning. Brooklet achieved a triple-B investment-grade credit rating for its water and sewer revenue system, a significant milestone for the city. This rating allowed Brooklet to enter the bond market under favorable terms, ensuring that the bonds were repaid through water and sewer revenues rather than taxpayer funds. To further enhance the bond's appeal, the city invested \$75,000 in insurance, elevating the rating to near the highest possible level. This insurance is expected to save the city \$300,000 over the bond's life.

Investor demand for the bond far exceeded expectations, with orders totaling \$42 million for the \$7 million offering. This strong interest enabled the city to negotiate a competitive interest rate of 4.43%, down from the initially anticipated 4.5%. The bonds, which will mature in 2054, have an average life of 18.6 years. Payments will not begin until January 2027, giving the city time to complete its projects and generate additional revenue from new development.

"This bond issuance is a major win for Brooklet," Crawford said. "It not only provides the resources we need for immediate projects like the Brooklet to Statesboro Sewer Project but also positions the city for sustainable growth in the years to come."

**Motion to Approve**

**MOTION:** Keith Roughton

**SECOND:** James Harrison

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

**NAYES:** None

**Motion carried 5-0**

**18.2. SECOND READING OF REVISED TA2024-021 & MOTION TO APPROVE: AN ORDINANCE BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF BROOKLET, GEORGIA, AMENDING THE CODE OF THE CITY OF BROOKLET, GEORGIA AT ZONING APPENDIX B, ARTICLE V, TO AMEND AND RESTATE THE TABLE OF PERMITTED USES AT SECTION 5-1, AND TO ADD SECTION 5-3 AND SUBSECTIONS 5-3.3 THROUGH 5-3.7 WHICH PROVIDE FOR MINIMUM STANDARDS IN THE R-3 ZONING DISTRICT; TO PROVIDE FOR NOTICE; TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.**

Zoning and planning were major themes of the meeting. The council considered updates to align with the city's long-term comprehensive plan. The current zoning moratorium, set to expire next month, was discussed, with council members suggesting an extension to ensure that future projects align with the city's vision. Key requirements include:

- Reserving 10% of development areas for public spaces, such as playgrounds or walking trails.
- Mandating sidewalks, streetlights, and underground utilities in new developments.
- Requiring architectural diversity, with no identical designs or color schemes for adjacent properties.
- Prohibiting materials like unfinished concrete, plywood, and chain-link fencing.

**Motion to Approve**

**MOTION:** Brad Anderson

**SECOND:** Keith Roughton

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

**NAYES:** None

**Motion carried 5-0**

**18.3. SECOND READING & MOTION TO APPROVE ORDINANCE NO. 2024-022: AN ORDINANCE BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF BROOKLET AMENDING AND RESTATING CHAPTER 10 OF THE CODE OF THE CITY OF BROOKLET, GEORGIA, TO PROVIDE FOR THE CONTROL, HEALTH, AND TREATMENT OF ANIMALS; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

**Motion to Approve**

**MOTION:** James Harrison

**SECOND:** Rebecca Kelly

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

**NAYES:** None

**Motion carried 5-0**

**18.4. Consideration of a Motion to Approve the Intergovernmental Agreement for the Use and Distribution of Proceeds from the 2025 Special Purpose Local Option Sales Tax for Capital Outlay Projects.**

**Motion to Approve**

**MOTION:** Rebecca Kelly

**SECOND:** Keith Roughton

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

**NAYES:** None

**Motion carried 5-0**

**18.5. Consideration of a Motion to Approve the Intergovernmental Agreement between Bulloch County, Georgia, and the City of Brooklet regarding the Continuation of Animal Control and Municipal Court Services.**

**Motion to Approve**

**MOTION:** Brad Anderson

**SECOND:** James Harrison

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

**NAYES:** None

**Motion carried 5-0**

**18.6. Consideration of a Motion to Approve the bid received from Shockley Plumbing, Inc. for \$4,847,957.00; this is for the Brooklet to Statesboro Sewer Project (PE21193). The Bid Opening took place at Brooklet City Hall on Thursday, November 7, 2024, at 11:00 am.**

With funding secured, the council swiftly approved a \$4.8 million bid from Shockley Plumbing Inc. to execute the Brooklet to Statesboro Sewer Project. This project aims to modernize Brooklet's sewer infrastructure and improve connectivity with Statesboro. Mayor Gwinnett and the council expressed excitement about moving forward with the initiative, which has been a top priority for the city.

**Motion to Approve**

**MOTION:** James Harrison

**SECOND:** Keith Roughton

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

**NAYES:** None

**Motion carried 5-0**

**18.7. Consideration of a Motion to Approve a Resolution of the City of Brooklet, Georgia (the "city") authorizing participation in an amicus brief in the Chang v. City of Milton appeal.**

**Motion to Approve**

**MOTION:** Brad Anderson

**SECOND:** James Harrison



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

**NAYES:** None

**Motion carried 5-0**

**18.8. Discussion and Consideration of a Motion to Approve the List of Stakeholders for the City of Brooklet Comprehensive Plan.**

**Motion to Approve**

**MOTION:** Brad Anderson

**SECOND:** James Harrison

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

**NAYES:** None

**Motion carried 5-0**

As the meeting concluded, Mayor Gwinnett and the council reflected on the significance of the decisions made. The approval of the \$7.2 million bond allocation and the Brooklet to Statesboro Sewer Project bid represents a major milestone for the city, providing the resources needed to address critical infrastructure needs. Combined with updates to zoning policies, animal control ordinances, and senior programs, the council's actions demonstrate a comprehensive approach to Brooklet's development and quality of life. The next council meeting is scheduled for December 19, 2024, where the second reading of Ordinance 2024-023 and other key items will be up for discussion.

**19. Consideration of a Motion to Adjourn**

**Motion to Approve**

**MOTION:** James Harrison

**SECOND:** Keith Roughton

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

**NAYES:** None

**Motion carried 5-0**

Approved this 16<sup>th</sup> day of January, 2025.

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

  
Lori Phillips, City Clerk

