



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
Rebecca Kelly, Councilwoman
James Harrison, Councilman
Johnathan Graham, Councilman

City Attorney
Hugh Hunter

City Clerk
Lori Phillips

OCTOBER 13, 2022

PUBLIC HEARING

6:00 PM

and

WORK SESSION

6:30 PM

MINUTES

Members Present: Mayor Joe Grooms, III, Councilmembers Nicky Gwinnett, Brad Anderson, Rebecca Kelly, Johnathan Graham, James Harrison, and City Clerk Lori Phillips.

1. Call to order and welcome - Mayor Grooms, III

a. Invocation

2. Public Hearing

a. Tentative FY23 Budget

Per Councilman Anderson, for FY23, we are taking and projecting our total revenues to be \$1,478,910.00, we anticipate the federal ARPA funds of \$338,893.50, and we expect to expend \$1,478,910.00. The FY23 budget will be approved at the City Council meeting on October20, 2022.

Public comment and discussion.

No public discussion.

Motion to close the Public Hearing and open the Regular Session

MOTION: Rebecca Kelly

SECOND: Brad Anderson

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

NAYES: None

Motion carried 5-0

3. **DISCUSSION ITEMS:**

- 3.1. **First Reading:** AN ORDINANCE TO PROVIDE FOR THE LOCATION OF TRAFFIC CONTROL SIGNS, MARKINGS AND DEVICES, AND TO AUTHORIZE THE CHIEF OF POLICE TO DESIGNATE AND MAINTAIN APPROPRIATE TRAFFIC CONTROL SIGNS, MARKINGS AND DEVICES, TO ADDRESS IMPROPER PARKING AND TEMPORARY TRAFFIC REGULATIONS.
- The second reading and approval will be added to the agenda for the October 20, 2022, City Council meeting.
- 3.2. **First Reading:** AN ORDINANCE TO AMEND SECTION 26-152(c) OF BROOKLET'S SPECIAL EVENTS ORDINANCE TO PROVIDE THAT THE CHIEF OF POLICE SHALL APPROVE OR DISAPPROVE PRIVATE SECURITY TO BE PROVIDED FOR THE EVENT WHEN IT IS TO BE PROVIDED OTHER THAN OFF-DUTY CERTIFIED GEORGIA PEACE OFFICERS, BASED UPON TRAINING AND EXPERIENCE
- The second reading and approval will be added to the agenda for the October 20, 2022, City Council meeting.
 - Mayor Pro-Tem Gwinnett, would like to make it where no one can mark with paint, on the streets or sidewalks. Councilman Anderson suggested that it be added, as a condition, to the special events application notifying the applicant that permanent marking is not allowed.
- 3.3. Leefield Preserve: Per City Attorney Hugh Hunter, if all the requirements have been met and the city is ready to accept the streets, Council would need to vote to accept the streets at the city council meeting and he will need to prepare a dedication deed to the city. He will need the final subdivision plat to prepare the deed.
- The Council agreed to accept the streets, and asked to add, for approval, for the City Council meeting on October 20, 2022.
- 3.4. Discussion of consequences for not paying rental fees for use of the Randy Newman Community Center.
- Per Councilwoman Kelly, "what is the consequence for failure to pay a monthly rental fee for the use of the facility?" Councilman Anderson suggested that we move towards a locking key/code system that issues a code for 24 hours and then expires, that way if the monthly fee is not paid, they will not have use of the facility until the bill is paid. Another suggestion would also be to add a 10% late fee to any unpaid balance and if it is not paid within 60 days, they will be locked out until the balance is paid in full. This would need to be added to the rental agreement under the instructions. There will be more discussion at the City Council meeting on October 20, 2022.
- 3.5. Discuss options for the Christmas Party
- Councilwoman Kelly asked for Annette to get bids for the Christmas Dinner and she did, she asked who we would like to use in order to book the caterer. After a brief discussion, everyone agreed to have the dinner at the Randy Newman Community Center, and to hire El Maguey Mexican Restaurant to do the catering in the amount of \$535.00.
- 3.6. Discussion of making amendments to the City Charter

- Councilman Anderson would like to develop a committee of two to three people, that will focus on, close reading the Charter, and marking any changes or updates that need to be made, this way it can all be done at one time. After a brief discussion, the committee will consist of Councilman Anderson, Councilman Harrison, and Mayor Pro-Tem Gwinnett. Councilman Anderson would like for Lori to send an electronic copy of the City Charter to the members for them to review and highlight what needs to be changed, then plan to meet on a Saturday morning for the first part of November to review and discuss, and from there, bring the information to the November session with a recommendation for changes to the Charter. In order to follow our time line, Attorney Hunter would need to get it to our legislators before the legislative session begins in January. Councilman Anderson would like to take the week of Thanksgiving break to read through the Charter, then have Councilwoman Kelly and Councilman Graham proof the proposed changes, and then it comes back in front of Council and it goes from there. Councilman Anderson will work with the committee members, send them an email, as a courtesy, he will copy the Mayor and Lori, just so they are aware, and then we will get a draft completed, send it to Councilwoman Kelly and Councilman Graham, and from there, have it for ready for the work session in December, and hopefully have it ready for Attorney Hunter to give to him at the December City Council meeting.
- 3.7. The quote received from Public Software QS/1 – Digital Payments (via web, or credit card terminal) and via centralized collections (utility billing, taxes, business license, etc.) in the amount of \$4,922.00 was approved at the September City Council meeting, however due to the time the quote was received verses the time it was approved, there has been a 10% increase in the amount. The new quote is for \$5,800.00.
- Add for approval, to the consent agenda for the October 20, 2022, City Council meeting.
- 3.8. Water Rate Study
- Mayor Pro-Tem Gwinnett, discussed updating the city water system. Councilman Anderson suggested that we talk to Wesley Parker, the City Engineer, to ask for his recommendation to proceed with this project.
- 3.9. Bid Proposal for Brooklet Chamber Replacement
- Per Mayor Pro-Tem Gwinnett, this is the parts needed to repair commercial water meters that are currently not working. We currently have seven of these meters not working correctly. Core & Main submitted a quote for \$6,550.00.
 - Add for approval, to the consent agenda for the October 20, 2022, City Council meeting.
- 3.10. Well #3 Update
- Mayor Grooms stated that Attorney Hunter has asked for him to go to the bank to speak to them about a loan securement, but the individual will not

be back until Monday. The goal is to have all this ready by the November City Council meeting.

3.11. LMIG Update

- Per Mayor Pro-Tem Gwinnett, we originally planned on resurfacing Joiner Road next, however, after looking at other streets in town, Lewis Street and College Street needs to be resurfaced first due to the condition. The bid opening for the project will be November 10th.

3.12. GPR System (Ground Penetrating Radar)

- No discussion

3.13. Water Committee Appointments

- Per the Ordinance, the water utility board, which shall consist of two members of the city council, and one member from the city administration, all of whom shall be appointed by the mayor. The board shall meet at 6:30 p.m. on the 3rd Thursday of each month, or such other time or times as may be designated by the city clerk. The term of each utility board member shall be one year, provided that any member may hold over beyond such one-year term until a new member is appointed by the mayor. The mayor is further authorized to fill the vacancy of any member for such member's unexpired term.
- All agreed that the members will consist of City Clerk Lori Phillips, Councilwoman Kelly, and Councilman Graham.
- Add for approval, to the agenda for the October 20, 2022, City Council meeting.

3.14. Radar Tag Reader

- Mayor Grooms stated that he spoke with Attorney Hunter and he told the mayor that if council agrees to approve this contract, he is worried there could be class action law suits filed against the City of Brooklet and that there is not a law against it, or a law for it, but he is worried about a class action law suit. Chief Roberts stated that Attorney Hunter told him that he was against it. The contract is for three years, in those three years, the revenue collected could possibly fund the Police Department and their salaries.
- Add for approval, to the consent agenda for the October 20, 2022, City Council meeting.

Councilman Anderson stated that we need to start looking at replacing the Dodge Chargers for the Police Department, he suggests that we look at a state contract price and move forward with this purchase.

Mayor Grooms would like to let everyone know that Officer John Daily has submitted his letter of resignation and his last day will be October 30, 2022. Chief Roberts has a friend that is a retired female officer who has been in law enforcement for 25 years, he has worked with her closely for many years and she recently retired from Chatham County Police Department, she does not need city insurance and he would like for her to begin work tomorrow, October 14, 2022. Councilman Anderson stated that they can not vote tonight, but it can be added to the

October 20th City Council agenda with a retro date back to tomorrow. All agreed to add for approval, to the agenda for the October 20, 2022, City Council meeting.

Mayor Pro-Tem Gwinnett would like to let everyone know that the water tank was drained and cleaned last week and they will be back in two years to clean it again. He also provided a quote for the purchase of parts and pieces to repair the fire hydrant, and to keep inventory on the shelf, the amount is \$7, 773.00 and is from Core & Main, he is waiting on a second quote from Consolidated Pipe & Supply. All agreed to add for approval, to the consent agenda for the October 20, 2022, City Council meeting.

Mayor Grooms stated that he would call Attorney Hunter on Monday, out of common courtesy, to let him know, they will no longer need his services regarding the radar tag reader contract. It is already in the city ordinance and it will work out.

4. ADJOURNMENT

Motion to adjourn

MOTION: Brad Anderson

SECOND: Rebecca Kelly

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

NAYES: None

Motion carried 5-0

Approved this _____ day of _____, _____.

Joe A. Grooms, III, Mayor

Lori Phillips, City Clerk