



CITY OF BROOKLET

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

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

Work Session
September 12, 2024
6:30 PM
MINUTES

1. **Call to order and welcome** - Mayor Gwinnett
 - Invocation
 - Pledge of Allegiance
2. **Consideration of a motion to approve the agenda**
3. **Discussion Items:**
 - 3.1. **Old Southeast Bulloch Junior High School located on Railroad Street Discussion** – *Per the Mayor & City Council, they will need to go through old records to have more discussion on this item. In the meantime, the Chief will send a letter to the property owner requesting that they bring the property up to city code.*
 - 3.2. **Agenda/Meeting Protocol** – *Consent Agenda for September 19, 2024*
 - 3.3. **Draft Procurement Policy**

Carter Crawford, City Manager, presented a new purchasing policy aimed at making Brooklet's purchasing process more efficient while maintaining accountability. The policy outlines steps for different purchase amounts, including guidelines for competitive bidding, and makes smaller purchases easier for city departments. *Per the Mayor and Council, add to the October Work Session for more discussion.*
 - 3.4. **SPLOST and TSPLOST Funds Discussion**

Interim City Manager, Carter Crawford gave the 2019 SPLOST Update. The Bulloch County/cities intergovernmental agreement for 2019 SPLOST states that excess proceeds may be used for any purpose legally allowable to be

funded by ad valorem tax revenues. Under Georgia law, ad valorem tax revenues may be used for water/sewer projects. Mr. Crawford recommends using excess revenue over the required \$290,000 for recreation for water projects. This would add \$397,785.15 in additional projected water revenue.

3.5. Discussion of Water and Sewer Agreements with Shelton Hughes and Weyerhaeuser

Per the Mayor and Council, add to the September City Council Meeting Agenda for more discussion and consideration of approval.

3.6. Sewer Tap Allocation Resolution

A Resolution of the City of Brooklet, Georgia to reserve sanitary sewer taps and to impose a limitation on the number of sanitary sewer taps that may be issued per year. *Per the Mayor and Council, add to the September City Council Meeting Agenda for more discussion and consideration of approval.*

3.7. Discuss Adding an Extra Pipe to the Brooklet to Statesboro Project. The Proposed Pipe would provide a means for Existing Homeowners to Tap into the Sewer System using a Pump at their house.

Per City Engineer, Wesley Parker, this project will be a low-pressure sewer force main in Lane Street and would be constructed concurrently with the 12-inch force main to Statesboro. The design will serve approximately 125 houses. Each house requires an Eoin grinder sewer pump which costs approximately \$4500 plus \$5500 to install. (Total = \$10,000)
The total price for this project is \$162,240.00. Per the Mayor and Council, add it to the project.

3.8. Generator Grant Discussion Funding Source

Per the Mayor & City Council, the funding source will come from T-SPLIST funds.

3.9. GDOT- North Cromley Road Tap Project Payment of \$95,795.03 Funding Source - Consent Agenda for September 19, 2024

3.10. JCB Low Country Invoice for repairing and maintaining the Hydro Dig for \$2,205.90 - Consent Agenda for September 19, 2024

3.11. Georgia Equipment CO Invoices for renting an excavator to repair water leaks & install tap-ins for \$2,225.00 and \$1,705.00 totaling \$3,930.00 - Consent Agenda for September 19, 2024

3.12. Review of the Quote from Terry Mikell Concrete, LLC. to repair sidewalks on Railroad Street for \$5,100.00 - Per the Mayor and Council, add to the September City Council Meeting Agenda for more discussion and consideration of approval.

3.13. Review of two Quotes for an In-Car Video System for the new Police Car

- **Motorola Solutions Quote for \$6,263.00**
- **McLaggan Communications & Radar Service Inc. for \$9, 146.00**

-Add Motorola Solutions Quote for \$6,263.00 to the Consent Agenda for September 19, 2024

4. Motion to Adjourn

Motion to Approve

MOTION: Brad Anderson

SECOND: Rebecca Kelly

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

NAYES: None

Motion carried 5-0

Approved this 17th day of October, 2024.


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


Lori Phillips, City Clerk

