



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

WORK SESSION

MINUTES

September 8, 2022

6:30 PM

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

1. CALL TO ORDER: Mayor Joe Grooms, III

2. INVOCATION: Mayor Joe Grooms, III

3. DISCUSSION ITEMS:

- 3.1. Discussion of draft to change our form of government to City Manager/Council** - Councilwoman Kelly would like for everyone to review the three pages in the draft ordinance, provided by Attorney Hunter. Everyone is in favor of hiring a City Manager and we need to make sure we have someone that's going to keep everyone informed, keeps us within our financial limits and stay on top of important projects. This will require a charter recommendation; we need to read the charter and make the necessary changes in order to make it more modern. Add as a discussion item to next week's agenda, that way we can talk with the Attorney about the process for making changes to the current charter.
- 3.2. Discussion of a clarification change in the ordinance to further define that private security is to be provided by Brooklet Police Department** - Councilwoman Kelly stated, "when we rewrote the procedures for event applications, I paired it off of the ordinance. The ordinance infers, but doesn't specifically say, that the security for events has to be provided by the Brooklet PD and what concerns me is rent-a-cop, and we don't know who the individual is, and they have their own private security that they are paying for, and they do not know how to operate with our police department." We will need to amend Article V. -

Special Events Sec. 26-152(c)- Permits, to make the changes. We will speak to Attorney Hunter and ask him to draft an amendment to provide at next week's agenda.

- 3.3. **Tentative FY 23 Budget** – Councilman Anderson provided the tentative fy23 budget, we are going to spend about the estimated amount, about \$22,000.00 of our reserve to balance the budget. We are proposing to spend \$1,478,910.00. One of the things Councilman Anderson did since the council loves to spend money, is, he pulled the federal ARP funds, the \$338,893.00 is not added in the total, its included in the revenues, and also, added it in the revenues, but he didn't include it in the total.
- 3.4. **2022 Mileage Rate** – Our digest increased significantly, our digest for 2021, was at \$47 million, it increased to \$56 million. The Brooklet district had the greatest increases and values in reassessments according to Leslie Deal Akins, the Bulloch County Tax Commissioner. Our previous mileage rate was 7.450; we will be accepting the roll back rate of 6.846. Council will approve the rollback rate at next week's meeting.
- 3.5. **Budget Hearing** – Per Councilman Anderson, "we will officially approve the fy23 budget at the October work session."
- 3.6. **Online Utility Payments** – More people will pay online if we do not have the service fee associated with it, therefore, we are considering doing away with Government Windows and contracting with the software company we use currently, Public Software. By doing so, the city will be absorbing the service fee, not the customer and there will be less room for error. The cost is going to be in the \$4,000.00 to \$5,000.00 range and will come from the water fund. Add to next week's agenda for approval.
- 3.7. **Water Rate Study** – Mr. Bill Powell, with Georgia Rural Water, presented a proposed water and wastewater rate study to the Mayor and Council. After looking over the monthly water billing, he noticed that we are charging Brookhaven Apartments and the three schools as a single-family home and should be charging per equivalent residential units. If the Council decides to approve using the ERU's, he will come back and work with Lori, to update the billing side with the changes. There was discussion pertaining to the addition of a potential city sewer system, concerning the expenses involved and developing a spec sheet for all the developers. If we decide to apply for a loan from GEFA they will require a rate study in order to make sure, we can pay the loan back. Currently, GEFA's interest rate is 3%.

Mr. Powell presented a proposed water ordinance that refers to debt services, administration charge, sprinkler systems, fire hydrant meter changes, bulk water charges, tap-in/capital recovery fees, tap-in/capital recovery fees for fire protection, installation fees, charges for miscellaneous services, deposits and late fees, equivalent residential units, and adjustments in billing. Mr. Powell would like for everyone to look over the proposed ordinance, Per Mr. Powell, "when your outgo is more than your income, then your upkeep will be your downfall."

- 3.8. Change Order – Cooper Electric in the amount of \$5,600.00** – This was from the install for the generator on well# 1. This is the difference in the cost of the wire from the time we got it quoted to the time it was completed due to an increase of rates. Add for approval on next week's agenda.
- 3.9. Well #3** – Mayor Pro-Tem Gwinnett presented the council with a proposal from Wesley Parker, for the location of the well. Mayor Pro-Tem Gwinnett provided a map for Mayor Grooms, to take to the church, to make sure they are okay with the city purchasing a quarter of an acre of land. Mayor Grooms has already let the people of the church know exactly what the city is going to do and put in. Mayor Grooms stated that the only thing the church is asking for, is a white panel fence to go around it. They would also like for it to match the church. This would be step one, the layout. The next step is to agree on a purchase price for the property, the third thing would be, that it get surveyed and deeded to the city, the fourth thing, is Wesley needs to put in applications for the well drill and applications to go under the highway and the driveway. Mayor Pro-Tem asked, "is the church okay with this location?" Mayor Grooms stated, "yes, I have already explained what is going on and it was already understood." Councilman Anderson asked if a price has been negotiated between the city and the church, and it has not. Mayor Pro-Tem suggested \$15,000.00 for a quarter of an acre; Councilman Anderson suggested \$25,000.00; everyone agreed on \$20,000.00. The mayor feels strong that the church will agree to the \$20,000.00. We need to have a survey done, and ask Attorney Hunter to draw up a contract for the purchase of the property from the church.
- 3.10. License Plate Reader Camera for Police Department** – QnForce is omniQ Vision's Vehicle Identification and LPR Solution, capturing moving vehicles and alerting local city law enforcement to any vehicle driving within the boundaries of the city to a violation of state insurance and registration laws. QnForce will then assist local law endorsement to generate, adjudicate and collect revenues from these violators. OmniQ will set up two stationary license plate reader (LPR) in Brooklet, at their expense, all we need to provide is a 110-power outlet.

The company has been vetted by the Georgia Association of Chiefs of Police and has their full recommendation.

Chief Strickland of Adrian Georgia PD, stated: not only is it a very good source of income, it helped track the location of a missing person and bring him home. The system is also useful in tracking wanted persons and assisting in AMBER alerts.

OmniQ offers an LPR system at no cost. Their system has all the functionality of a traditional LPR system, but issues electric civil citations for Operation w/o Registration. This is different from redlight or speed cameras. It is obviously not a moving violation and the owner is responsible for having the vehicle registered. You get the free system and decide what your fine will be.

OminQ did a study in Brooklet and determined the following potential revenue:

Approximately 7,000 vehicles a day go through town (Hwy 26). This is 2,555,000 vehicles annually. The national average offense rate for registration violations is

.0097%. In my calculations, I utilize .005% to be conservative. This means that you will have 12,775 citations issued a year.

As I said above, you set the fine. I am assuming a \$100.00 fine, which has been customary for most cities, (no court costs or surcharges). Total annual revenue will be \$1,255,500 (total citations X \$100.00 fine). *

OmniQ gets 40% of that total for providing the system and handling the citation process (issuing, mailing out and collecting). OmniQ will send you a monthly check with your share of the revenue. This would come to \$753,300 net annual revenue to you guys.

The contract length is for three (3) years.

*We will have to add to our city ordinances an ordinance adopting state laws so the citation can be issued under the city ordinance.

Proposed Ordinance:

Pursuant to the provisions of O.C.G.A. § 40-6-8, and in order to ensure complete uniformity and to expedite enforcement are hereby adopted as city ordinances for this city:

- O.C.G.A. § 40-6-10. Insurance requirements for operation of motor vehicles generally
- O.C.G.A. § 40-2-20. Registration and license requirements

The Chief has been in contact with the city attorney and has been looking over the contract and will be getting back to him. He should have more information by next week's meeting.

4. **ADJOURNMENT**

MOTION TO ADJOURN

MOTION: James Harrison

SECOND: Johnathan Graham

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

NAYES: None

Motion carried 5-0

Approved this ____ day of _____, _____.

Joe A. Grooms, III, Mayor

Lori Phillips, City Clerk