



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
Greg Schlierf, Councilman
Jim Stanoff, Councilman
William Griffith, Councilman

City Attorney
Hugh Hunter

City Clerk
Lori Phillips

CITY
COUNCIL
AGENDA
April 15, 2021
7:00 PM

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLIGANCE**
- 4. APPROVAL OF MEETING AGENDA**
- 5. MOTION TO TABLE ALL MINUTES BELOW UNTIL THE MAY CITY COUNCIL MEETING.**
 - 5.1. February 18, 2021 City Council Minutes
 - 5.2. March 11, 2021 Work Shop Minutes
 - 5.3. March 18, 2021 City Council Minutes
- 6. APPROVAL OF THE MARCH FINANCIAL REPORTS AS PRESENTED**
- 7. RECOGNITION OF GUEST**
 - 7.1. Mary Charles Howard – Connecting Brooklet to Athens & Savannah via Trail
 - 7.2. Tom Kersey – 313 Parker Avenue North, Brooklet, GA 30415
- 6. REPORTS FROM COMMITTEE MEMBERS**
 - 6.1. Mayor Pro-Tem Gwinnett
 - 6.2. Councilman Anderson
 - 6.3. Councilman Stanoff
 - 6.4. Councilman Griffith
 - 6.5. Councilman Schlierf

7. REPORT FROM POLICE CHIEF

7.1. Gary M. Roberts

8. REPORT FROM BUILDING INSPECTOR/CITY MARSHALL

8.1. Bobbie Hoch

9. OLD BUSINESS

9.1. **SECOND READING AND ADOPTION** OF A PROPOSED ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF BROOKLET BY DELETING THE ENTIRE CHAPTER 38 ON SOLID WASTE, AND REPLACING THE SAME WITH A NEW CHAPTER 38 ON SOLID WASTE, TO INCLUDE AN ARTICLE II ADDRESSING LITTER CONTROL; AN ARTICLE III ADDRESSING GENERAL PROVISIONS ON SOLID WASTE. INCLUDING DEFINITIONS, FEES FOR COLLECTION, REQUIREMENT THAT GARBAGE BE PROMPTLY REMOVED THE PROHIBITION OF COLLECTION, TRANSPORTATION OF GARBAGE BY PRIVATE PERSONS; AN ARTICLE IV REGARDING PREPARATION FOR COLLECTION AND DISPOSAL, TO INCLUDE A DIVISION 1 ON GARBAGE COLLECTION AND THE ESTABLISHMENT OF A CART SYSTEM, AMONG OTHER PURPOSES, AND A DIVISION 2 ADDRESSING YARD TRIMMINGS AND OTHER COLLECTIONS; AN ARTICLE V ADDRESSING COMMERCIAL ESTABLISHMENTS; AN ARTICLE VI ADDRESSING SPECIAL REFUSE DISPOSAL; AND AN ARTICLE VII ADDRESSING ENFORCEMENT, INCLUDING CIVIL AND CRIMINAL PENALTIES, AND FOR OTHER PURPOSES.

9.2. PMG Rentals Update and Additional Funding for the rental property at 208 East Lee Street.

9.3. Scout Hut Low-Cost Facility Agreement Update

9.4. Motion to promote the Assistant Clerk, Annette Shelley, from parttime to fulltime effective May 1, 2021.

9.5. ArcGIS Online Water Mapping Software Update and fees

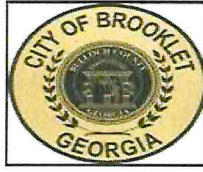
10. NEW BUSINESS

10.1. Brooklet Elementary School - Signature required for the Quit claim deed for the portion of West Lane Street where repairs will need to take place.

11. MOTION TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS.

12. MOTION TO EXIT OUT OF EXECUTIVE SESSION.

13. MOTION TO ADJORN



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City Attorney
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CITY
COUNCIL
April 15, 2021
7:00 PM
MINUTES

1. **CALL TO ORDER:** Mayor Joe Grooms, III
2. **MEMBERS PRESENT:** Mayor Pro-Tem Nicky Gwinnett, Brad Anderson, Jim Stanoff, Bill Griffith, Greg Schlierf, Attorney Hugh Hunter, and City Clerk Lori Phillips.
3. **INVOCATION:** Mayor Joe Grooms, III
4. **PLEDGE OF ALLIGANCE:** Mayor Joe Grooms, III
5. **APPROVAL OF MEETING AGENDA**
 - 5.1. Councilman Stanoff would like amend the agenda to add the City Clerk, Lori Phillips as a separate line item, to the agenda, he feels that she has a lot of information that she could share in her position with everyone.
MOTION: Jim Stanoff
SECOND: Brad Anderson
AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson, Greg Schlierf
NAYES: None
Motion carried 5-0
 - 5.2. Motion to amend the agenda for the purpose of adding under new business 13.2. a quote for a repairs & maintenance to Well #1 due to the pump going out on Easter Sunday, in the amount of \$17,267.50 to be paid out of the water fund.
MOTION: Brad Anderson
SECOND: Nicky Gwinnett

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

6. MOTION TO TABLE ALL MINUTES BELOW UNTIL THE MAY CITY COUNCIL MEETING.

6.1. February 18, 2021 City Council Minutes

6.2. March 11, 2021 Work Shop Minutes

6.3. March 18, 2021 City Council Minutes

MOTION: Jim Stanoff

SECOND: Brad Anderson

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

7. APPROVAL OF THE MARCH FINANCIAL REPORTS AS PRESENTED

MOTION: Brad Anderson

SECOND: Nicky Gwinnett

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson, Greg Schlierf

NAYES: None

Motion carried 5-0

8. RECOGNITION OF GUEST

8.1. Mary Charles Howard – Connecting Brooklet to Athens & Savannah via Trail

The Georgia Hi-Lo Trail is a 250-mile paved, separated multi-use path that will wind through small Georgia towns, ultimately connecting Athens to Savannah. Our goal is to connect this trail to the Blind Willie McTell Trail and the trail in development from Statesboro to downtown Brooklet, providing numerous opportunities for people to bike, walk, run and roll, both for transportation and recreation needs. Georgia Hi-Lo Trail is in the beginning stages of a Comprehensive Master Plan which will help create maps and design standards for the 211-mile section between Union Point and Savannah (including Bulloch County, the City of Statesboro & the City of Brooklet). The total cost of the plan is \$120,000. We have requested \$3,250 from Bulloch County to have the county planning included, and are also requesting \$1,625 from both the City of Statesboro and the City of Brooklet to have all the cities & counties in the route of this proposed trail included in the Comprehensive Master Plan. Both Bulloch County & Statesboro think investing in this master plan process would be a great jumpstart to the trail development in process, which is likely to begin later this year.

8.2. Tom Kersey – 313 Parker Avenue North, Brooklet, GA 30415

Mr. Kersey is a resident of Brooklet and he is requesting that something be done about speeding, reckless driving, and loud exhaust systems. Chief Roberts stated that he hears him loud and clear, and he and his Officers will see to it that they are listening and watching and try to resolve the issue.

9. REPORTS FROM COMMITTEE MEMBERS

Mayor Pro-Tem Gwinnett

- The repairs to the Public Works buildings/well house are somewhat complete, there is still some electrical work that needs to be completed.
- The water leak at Ken's IGA has been repaired, the water meters that were on private property have been relocated and reset in the city right of way.
- The water leak on Railroad Street will be a challenge to repair, those meters are also on private property and need to be removed and reset in the city right of way in the near future.
- Mayor Grooms, Mayor Pro-Tem Gwinnett, City Engineer Wesley Parker and State Representative Jan Tankersley met concerning the North Cromley Road Project, the Gin Lane paving project, and possibly creating a route for school traffic from Highway 80 to the Elementary School. Mrs. Jan Tankersley is more than happy to help; she invited the head of Engineer with G.D.O.T. to the meeting and they all went out and had a site visit of each project location to discuss ways to better these areas when it comes to heavy traffic flow.
- Well #1 had to be rebuilt; it went out Easter Sunday.
- We are still waiting for the Well Control System.

Councilman Anderson

- We need to advertise our Budget in May. The previous budget numbers were hard to go by because things were classified and so many different areas, we have worked very hard this year has far has coding invoices to the correct line items based on the chart of accounts, so hopefully this year the budget process will be smooth sailing. Ideally, we need to go into the first week of May with a budget if any Department Heads have any special projects or things that need to be incorporated into the budget, now is the time to prepare them and get estimates.

Councilman Stanoff

- After we had our mishap with Well #1, we found out that the motor is 40hp and we may be able to save money when purchasing a generator due to the previous information being incorrect.
- The Fire Department should have the information about the fire hydrants completed next week. They will be locating and documenting all hydrants that need repairs.
- Due to hurricane season approaching, we need to look at purchasing a weather siren.

Councilman Griffith

- The tree removal project is moving along and running smoothly.

Councilman Schlierf

- Apologized for missing last meeting due to being quarantined.
- Gave a welcome back to Chief Robert and also, thanked the Police Department for putting in the extra work while Chief Roberts was recovering from COVID-19.
- We have been analyzing the fine structure, hopefully by May we will have more information for discussion and should be ready to go by July 1st.

10. REPORT FROM POLICE CHIEF

Gary M. Roberts

- He would like to say thank you to everyone for all the prayers.
- He also introduced Ian Catto to Mayor & Council, Ian is volunteering his time to the Brooklet Police Department by helping with events, community policing and also, applying for grants.
- 117 service calls
- Presented a letter of accommodation to Lieutenant Stock for her excellence performance on duty for acting as an Interim Police Chief while Chief Roberts was out of service for two months.
- He would like for Mayor & Council to consider approving the hire of another full time Police Officer once the new budget begins.

11. REPORT FROM BUILDING INSPECTOR/CITY MARSHALL

Bobbie Hoch

- Absent

12. OLD BUSINESS

12.1. MOTION TO APPROVE THE SECOND READING AND ADOPTION OF A PROPOSED ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF BROOKLET BY DELETING THE ENTIRE CHAPTER 38 ON SOLID WASTE, AND REPLACING THE SAME WITH A NEW CHAPTER 38 ON SOLID WASTE, TO INCLUDE AN ARTICLE II ADDRESSING LITTER CONTROL; AN ARTICLE III ADDRESSING GENERAL PROVISIONS ON SOLID WASTE. INCLUDING DEFINITIONS, FEES FOR COLLECTION, REQUIREMENT THAT GARBAGE BE PROMPTLY REMOVED THE PROHIBITION OF COLLECTION, TRANSPORTATION OF GARBAGE BY PRIVATE PERSONS; AN ARTICLE IV REGARDING PREPARATION FOR COLLECTION AND DISPOSAL, TO INCLUDE A DIVISION 1 ON GARBAGE COLLECTION AND THE ESTABLISHMENT OF A CART SYSTEM, AMONG OTHER PURPOSES, AND A DIVISION 2 ADDRESSING YARD TRIMMINGS AND OTHER COLLECTIONS; AN ARTICLE V ADDRESSING COMMERCIAL ESTABLISHMENTS; AN ARTICLE VI ADDRESSING SPECIAL REFUSE DISPOSAL; AND AN ARTICLE VII ADDRESSING ENFORCEMENT, INCLUDING CIVIL AND CRIMINAL PENALTIES, AND FOR OTHER PURPOSES.

MOTION: Nicky Gwinnett

SECOND: Bill Griffith

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

12.2. Motion to approve PMG Rentals to rent out the rental property at 208 East Lee Street.

MOTION: Brad Anderson

SECOND: Jim Stanoff

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

12.3. Scout Hut Low-Cost Facility Agreement Update

Mayor and Council has asked City Attorney Hugh Hunter to create an agreement for the Scout Hut.

12.4. Motion to promote the Assistant Clerk, Annette Shelley, from parttime to fulltime effective May 1, 2021.

MOTION: Greg Schlierf

SECOND: Nicky Gwinnett

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

12.5. Motion to approve \$500.00 to be paid for the subscription for one year for ArcGIS Online Water Mapping Software.

MOTION: Greg Schlierf

SECOND: Nicky Gwinnett

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

13. NEW BUSINESS

13.1. Motion to sign the deeds for Brooklet Elementary School - Signature required for the Quit claim deed for the portion of West Lane Street where repairs will need to take place.

MOTION: Nicky Gwinnett

SECOND: Greg Schlierf

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

13.2. Motion to approve the invoice received from Creasy Well Drilling for the repairs & maintenance work done on Well #1 due to the pump going out on Easter Sunday, in the amount of \$17,267.50 to be paid out of the water fund.

MOTION: Brad Anderson

SECOND: Jim Stanoff

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

13. **MOTION TO ADJORN**

MOTION: Greg Schlierf

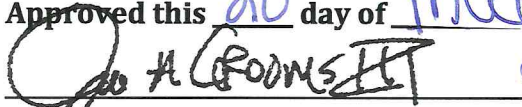
SECOND: Nicky Gwinnett

AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson,
Greg Schlierf

NAYES: None

Motion carried 5-0

Approved this 20 day of May, 2021.



Joe A. Grooms, III, Mayor



Lori Phillips, City Clerk