



CITY OF BROOKLET

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

Joe Grooms III, Mayor
Bradley Anderson, Mayor Pro-Term
Nicky Gwinnett, Councilman
Rebecca Kelly, Councilwoman
James Harrison, Councilman
Johnathan Graham, Councilman

City Attorney
Hugh Hunter

City Clerk
Lori Phillips

**MAYOR AND COUNCIL MEETING
THURSDAY, DECEMBER 21, 2023
7:00 pm
BROOKLET CITY HALL**

DRAFT AGENDA

1. **Call to order and welcome** - Mayor Grooms, III
 - a) Invocation
2. **Pledge of Allegiance to the United States Flag** - Mayor Grooms, III
3. **Public Hearing Item(s):**
 - a) **FIRST READING:** AN ORDINANCE TO AMEND CHAPTER 50, ARTICLE II.- WATER TO PROVIDE FOR NEW WATER AND WASTEWATER RATES AND CHARGES IN THE CITY OF BROOKLET.
 - Discussion and questions from the Mayor and City Council.
 - Discussion and questions from the Public who have requested to speak.
 - b) **FIRST READING:** AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF BROOKLET TO ADD A NEW ARTICLE III ON SEWER; TO PROVIDE GENERAL PROVISIONS FOR WHEN CONNECTION TO THE SANITARY SEWAGE SYSTEM IS REQUIRED AND OTHER REQUIREMENTS AND PENALTIES; TO PROVIDE FOR WHEN PRIVATE SEWAGE DISPOSAL SYSTEMS ARE ALLOWED AND UNDER WHAT CONDITIONS; TO PROVIDE PROVISIONS FOR BUILDING SEWERS AND CONNECTIONS; TO PROVIDE FOR THE USE OF PUBLIC SEWERS INCLUDING RESTRICTED AND PROHIBITED DISCHARGES; TO PROVIDE FOR A USER CHARGE SYSTEM; AND TO PROVIDE FOR THE TRANSPORTATION AND DISCHARGE OF SCAVENGER WASTES.
 - Discussion and questions from the Mayor and City Council.
 - Discussion and questions from the Public who have requested to speak.

4. **Motion to Close the Public Hearing and Enter the Regular Session.**
MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

5. **Consideration of a Motion to Approve or Amend the Agenda**
MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

6. **Consideration of a Motion to Approve the Consent Agenda**
N/A

7. **Consideration of a Motion to Approve the Minutes of the following City Council Meetings:**
N/A

8. **Consideration of a Motion to Approve the November Financial Reports as presented.**
MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

9. **Recognition of guest**
 - City Engineer, Wesley Parker
 - Matt Morris, City Consultant for the Sewer Waste Water Project

10. **Recognition of guests who signed in to speak**

11. **Reports from Committee Members**
 - Mayor Pro-Tem Anderson
 - Councilman Gwinnett
 - Councilwoman Kelly
 - Councilman Harrison
 - Councilman Graham

12. **Report from Police Chief**
 - Gary M. Roberts

13. **Report from the Safety Coordinator**
 - Jim Stanoff

14. **New Business**
 - a) Discussion and possible motion to approve amending the City Charter to a City Manager Council form of government.
MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

 - b) Motion to Approve the GMEBS-R; City of Brooklet - 2023-2025 Defined Benefit Retirement Plan Restatement. Each employer using the GMEBS

Retirement Plan must adopt the restated Adoption Agreement as part of the restatement process.

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- c) Motion to Approve Invoice# BRO-0129008 from Ken-Brick for Stone in the amount of \$1,272.00.

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- d) Motion to Approve Invoice# BRO-0129007 from Ken-Brick for Crusher Run Stone for \$1,128.00.

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- e) Motion to Approve Invoice# 8935777-000-000 from Consolidated Pipe & Supply Co., for items needed for repairs to the water system for \$2,769.55.

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- f) Motion to approve the engineering contract from Parker Engineering for the Brooklet to Statesboro force main sewer project.

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- g) Motion to Approve the invoice from Donald W. Marsh & Associates for US HWY 80 – Water Line Extension; the topographic survey and plats of 2400 L. FT. of road along US HWY 80 and Joiner Road for \$5,500.00.

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- h) Discussion and possible motion for selecting an administrative firm for consideration to handle the SEID Grant for the water line extension project. The following were received:

- o Associates In Local Government Assistance, Inc.
- o Penate Consulting, LLC.

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- i) Discussion and possible motion for selecting an engineering firm for consideration to engineering services for the SEID Grant, for the water line extension project.

The following were received:

- o Carter & Sloope Consulting Engineers
- o M.E. Sack Engineering

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- j) Consideration of a motion to hire Melissa Peavy for the full-time front desk clerk position at City Hall, with a beginning pay rate of \$17.05 effective January 8, 2024.

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____

- k) Employee Christmas Bonus Discussion

- l) Annual Employee Raises - Discussion
- m) RFQ for Legal Services - Discussion
- n) Planning and Zoning Volunteers – Discussion
- o) Discussion concerning a tree on the right-of-way and the property at 404 West Lee Street.

15. Old Business

- a) Review of a Draft Purchasing Policy

16. Consideration of a Motion to adjourn

MOTION _____ SECOND _____ AYES _____ NAYS _____ AB _____