

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

**FEBRUARY 9, 2023
WORK SESSION
6:30 PM
MINUTES**

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

2. **Consideration of a motion to approve the agenda**
Motion to approve
MOTION: Nicky Gwinnett
SECOND: Johnathan Graham
AYES: Rebecca Kelly, Nicky Gwinnett, Brad Anderson, Johnathan Graham, and James Harrison
NAYES: None
Motion carried 5-0

3. **DISCUSSION ITEMS:**
 - 2.1. **Matt Morris – Water/Sewer Grant Consultant Update**
To be tabled to the City Council meeting, February 16, 2023.

 - 2.2. **Associates in Local Government Assistance, Inc. – FY 2022 ARPA – Septic to Sewer Invoice# 2 in the amount of \$17, 838.80 to be charged to the water fund as that is the only place, we have any surplus funds to cover these costs.**
Add to the February city council consent agenda for approval.

 - 2.3. **Steve Walker – Georgia Rural Water Association (update from Mayor Grooms)**
Mr. Walker will be presenting the USDA/FSA Source Water Protection Plan that he has prepared for Brooklet, at the March 9, 2023 work session.

 - 2.4. **Brooklet Scout Hut - Bobby Durden - South Georgia State Representative for the Blue Knights International, SRC and the president of Blue Knights GA VIII.**

The BLUE KNIGHTS® is a non-profit fraternal organization consisting of active and retired law enforcement men & women who enjoy riding motorcycles.

Mayor Grooms asked City Clerk Phillips to add Bobby Durden to the February City Council agenda in order for him to present his proposal to the council for discussion.

- 2.5. Writing-off any old utility accounts that are inactive. These accounts represent accounts that were inactive and had been outstanding for over 1 year as of 6/30/22. Auditor Patricia Hunter recommends this being something Council consider and approve.**

The council agreed to write the inactive accounts off but would like for City Clerk Lori Phillips to investigate collection services and bring that information back for discussion.

- 2.6. City Website Updates/Proposals**

Councilwoman Kelly and City Clerk Phillips have been talking with two companies and have presented two quotes for a new city website and they are as follows:

Quote #1 – Municipal Impact in the amount of \$2,058.00

Quote #2 – Civic Plus in the amount of \$5,445.00

After a brief discussion it was decided to place the quote from Municipal Impact on the February city council consent agenda for approval.

- 2.7. Econo Signs, LLC – Purchase of 20 metal sign post in the amount of \$1,626.14**
Add to the February city council consent agenda for approval.

- 2.8. Brooklet Safety Committee - Safety Proposal for Intersection of Lee and Parker Ave.**

The Brooklet Safety Committee has initiated the following proposal due to the difficulty traffic has entering the intersection safely. Parker Avenue traffic is too fast, and visibility to see the traffic from West Lee Street or East Lee Street is blocked by parked vehicles on Parker Avenue. The addition of one STOP sign to Parker Avenue at West Lee Street and one STOP sign to Parker Avenue at Railroad Street would create a STOP at all six streets entering the intersection. This will not only offer safety for all vehicles and pedestrians entering this intersection, but it will also slow down Parker Avenue traffic through the Brooklet downtown area. The amount to do the project will be \$221.94 and does not require approval. The mayor and council agreed.

- 2.9. Review of quotes for water materials and supplies for Woods Edge Subdivision**

Councilman Gwinnett presented the following quotes to the mayor and council:

Quote #1 – Consolidated Pipe and Supply in the amount of \$82,786.75

Quote #2 – Ferguson Waterworks in the amount of \$77,396.63

Quote #3 – Core & Main in the amount of \$73,758.46

The quotes were provided to show a projected cost of this project, Councilman Gwinnett will have more information at a later time.

- 3.0. Review of quotes for credit/debit card terminal from Elavon**

The following quotes from Elavon were presented:

Quote #1 - Desk3500 with pin pad Ethernet, purchase \$475, Rent \$20 month

Quote# 2 - Desk3500 without customer facing pin pad \$270, Rent \$10 month
Quote #3 - Move5000 WIFI, purchase \$499, Rent \$20 month
Quote #4 - Move5000 WIFI and 4G \$829, \$19.99 month data plan, Rent \$20 mon
Quote #5 - Desk5000 ethernet w pin pad (only ethernet) \$675, Rent \$25 month
Quote #6 - Without pin pad \$431, Rent \$15 month
After a brief discussion, it was agreed by all to purchase the Desk 3500 with pen pad Ethernet for \$475.00. This amount does not require approval.

3.1. Draft-Proposed New Water and Wastewater Rate Ordinance

After reviewing the proposed water and waste water rate ordinance, it came to Councilman Andersons attention, that the current ordinance has not been updated with the new rates as of 2019, therefore, that needs to be addressed before approving the new proposed ordinance. More discussion will follow at the March work session.

3.2. Parker Engineering, LLC. Invoice# 2756 - Wesley prepared this invoice for Cromley Street. This covers all the drawings, meetings, and working with GDOT. I calculated this invoice by adding up all the time I have on this project, multiplying the time by \$105, and then subtracting the amount that the city has already paid us on this project (Invoices #2059, #2163, and #2230.)

City Clerk Phillips will check with the Auditor, Patricia Hunter to see if this invoice can be paid from TSPLOST, if it can not be, then it will come from streets.

4. ADJOURNMENT

Motion to approve

MOTION: Rebecca Kelly

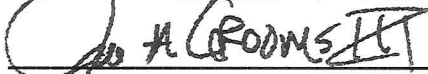
SECOND: James Harrison

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

NAYES: None

Motion carried 5-0

Approved this 16 day of March, 2023.


Joe A. Grooms, III, Mayor


Lori Phillips, City Clerk