



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

**AGENDA  
CITY COUNCIL  
MEETING  
JANUARY 19, 2023  
7:00 PM**

1. **Call to order and welcome** – Mayor Joe Grooms, III
  - a. Invocation
2. **Pledge of Allegiance to the United States Flag**
3. **Consideration of a Motion to Approve the Agenda**  
**MOTION** \_\_\_\_\_ **SECOND** \_\_\_\_\_ **AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_ **AB** \_\_\_\_\_
4. **Consideration of a Motion to Approve the Consent Agenda**
  - a. Wesley Parker, Parker Engineering Services - ARPA State Fiscal Recovery Fund for Water and Sewer Infrastructure Award for Engineering Services
  - b. Matt Morris, who is the current city manager of Springfield, GA, to serve as consultant.
  - c. Setting fine amounts for no parking citations
  - d. Setting the Qualifying Fees for the 2023 Municipal Election; \$90.00 for the mayor seat, and \$54.00 for the council seat.
  - e. Brooklet Police Department Pay Scale**MOTION** \_\_\_\_\_ **SECOND** \_\_\_\_\_ **AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_ **AB** \_\_\_\_\_
5. **Consideration of a Motion to Approve the Minutes for the following Meetings:**
  - a. December 15, 2022 City Council Meeting**MOTION** \_\_\_\_\_ **SECOND** \_\_\_\_\_ **AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_ **AB** \_\_\_\_\_
6. **Consideration of a Motion to Approve the December Financial Reports as presented**  
**MOTION** \_\_\_\_\_ **SECOND** \_\_\_\_\_ **AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_ **AB** \_\_\_\_\_

7. **Recognition of guest that have signed up to speak**
  
8. **Reports from committee members**
  - a. Mayor Pro-Tem Gwinnett
  - b. Councilman Anderson
  - c. Councilwoman Kelly
  - d. Councilman Harrison
  - e. Councilman Graham
  
9. **Report from Police Chief**
  - a. Gary M. Roberts
  
10. **Report from Safety Coordinator**
  - a. Jim Stanoff
  
11. **DISCUSSION ITEMS:**
  - 11.1. **(OPTION# 1)** Motion to approve Change Order #1 for the 2022 Brooklet LMIG. The amount of the contract prior to this change order is \$70,668.00, the amount of the contract will increase by the sum of \$23,672.73, the contract total including this and previous change orders will be \$94,340.73.  
**MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_ AB \_\_\_\_\_**

**(OPTION# 2)** Motion to approve Change Order #1 for the 2022 Brooklet LMIG which is for the overlay of Waters Street from Lewis Street to West Lee Street. The amount of the contract prior to this change order is \$70,668.00, the amount of the contract will increase by the sum of \$14,428.00, the contract total including this and previous change orders will be \$85,096.00.  
**MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_ AB \_\_\_\_\_**
  - 11.2. Motion to approve the resignation of the Court Clerk, Mary Renteria, effective January 24, 2023.  
**MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_ AB \_\_\_\_\_**
  - 11.3. Motion to authorize City Attorney Hugh Hunter to work with Bill Powell from Georgia Rural Water pertaining to the right of way usage fee transfer and increasing the water rates.  
**MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_ AB \_\_\_\_\_**
  - 11.4. Motion to approve the following recommendation made by Chief Roberts, effective Thursday, January 19, 2023, Officer Reolegio be listed as having completed her probation period, and that she be promoted to the rank of Sergeant, at the approved rate of \$21.50 per hour, effective Friday, January 20, 2023.  
**MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_ AB \_\_\_\_\_**
  - 11.5. Motion to approve a new hire of a full-time Police Officer, Justin Odom, to begin work on Monday, January 23, 2023.  
**MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ AYES \_\_\_\_\_ NAYS \_\_\_\_\_ AB \_\_\_\_\_**
  - 11.6. **Mayor and Council to make the following appointments for the year 2023:**

- Appointment of a City Attorney - Hugh Hunter
- Appointment of a City Clerk - Lori Phillips
- Appointment of the Election Superintendent - Lori Phillips
- Appointment of the Planning & Zoning Administrator - Bill Griffith
- Appointment of a Municipal Court Clerk - Mary Renteria
- Appointment of a City Code Enforcement Officer / City Marshall – Gary Roberts
- Appointment of a Building Inspector – Sterling Starling
- Appointment of a City Treasurer – Lori Phillips
- Appointment of an Accounting Firm - Reddick, Riggs, Hunter, and Colson, P.C.
- Appointment of a Municipal Court Judge - Joseph Cowart
- Appointment of a Municipal Court Solicitor - I Cain Smith
- Appointment of a Municipal Court Public Defender – Spencer Tyson
- Appointment of a Payroll Firm - J.B. Kennedy & Associates, LLC

**MOTION** \_\_\_\_\_ **SECOND** \_\_\_\_\_ **AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_ **AB** \_\_\_\_\_

**11.7. Charter Section 2-9 Committees: The Mayor and City Council Shall create by ordinance such committees as they deem necessary to oversee the operation and provision of city services and the administration of city government.**

- Police Department -
- Streets Department -
- Sanitation Department -
- Water Department -
- Finance/Administration Department -
- Mayor Pro-Tem -
- Safety Coordinator - Jim Stanoff
- Community Center / Event Coordinator / Beautification -
- Cemetery -

**MOTION** \_\_\_\_\_ **SECOND** \_\_\_\_\_ **AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_ **AB** \_\_\_\_\_

**12. Consideration of a Motion to adjourn**

**MOTION** \_\_\_\_\_ **SECOND** \_\_\_\_\_ **AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_ **AB** \_\_\_\_\_