

CITY OF BROOKLET

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

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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

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**CITY**  
**COUNCIL**  
**AGENDA**  
**JUNE 17, 2021**  
**6:00 PM**

1. **CALL TO ORDER**
2. **INVOCATION**
3. **PLEDGE OF ALLIGANCE**
4. **OPEN THE PUBLIC HEARING REGARDING THE ITEMS BELOW:**

**4.1. FY 2022 Budget**

- Public Comments
- Council Comments

- 4.2. Zoning** - Ms. Sandra Tillman has submitted an application asking to rezone her property (2 acres), at 508 Railroad Street, Brooklet, GA. The property is currently zoned F-H (*flood hazard district*) / R-1 (*single-family residential district*) and she is requesting that it be rezoned to R-4 (*manufactured home community district*). Ms. Tillman plans to demolish the home she is currently living in on the property and replacing it with a manufactured home.

The Planning and Zoning Committee voted on May 11, 2021 to make a recommendation to the City Council to approve a rezone to R-3 (*multi-family residential district*) with a special exception with the condition that her house be demolished and removed off site before a new single - family manufactured home is placed on the property.

- Public Comments
- Council Comments

- 4.3. **Zoning** - Mr. Garland Nessmith has submitted an application asking to rezone his property (34.75 acres) off of Old Leefield road in Brooklet, GA. The property is currently zoned A-1 (*agricultural district*) and he is requesting that it be rezoned to R-2 (*single-family residential district*). The purpose of the rezone is to allow for single-family residential areas with minimum lot sizes of 15,000 square feet for developing a subdivision.

The Planning and Zoning Committee voted on May 11, 2021 to make a recommendation to the City Council to approve a rezone to R-2 (*single-family residential district*).

- Public Comments
- Council Comments

5. **MOTION TO CLOSE THE PUBLIC HEARING AND RETURN TO THE REGULAR SESSION.**

6. **CONSIDERATION TO APPROVE THE AGENDA**

7. **CONSIDERATION TO APPROVE MINUTES OF MEETINGS**

- May 20, 2021 City Council Meeting
- May 28, 2021 Public Hearing regarding FY2022 Budget

8. **CONSIDERATION TO APPROVE THE MAY FINANCIAL REPORTS AS PRESENTED**

9. **RECOGNITION OF GUEST**

9.1. **Wesley Parker (*City Engineer*)** – Downtown Sewer Project

9.2. **James Holloway** – Dilapidated Properties

10. **REPORTS FOR STAFF OR COMMITTEE MEMBERS**

- Mayor Pro-Tem Gwinnett
- Councilman Anderson
- Councilman Stanoff
- Councilman Griffith
- Councilman Schlierf (*Absent*)
- Police Chief Roberts (*Absent*)
- Building Inspector/City Marshall Bobby Hoch

11. **NEW BUSINESS**

11.1. Consideration to approve the estimates for street repairs received from the City Engineer, Wesley Parker.

11.2. Consideration to approve changing the Employee Basic Life & AD&D renewal date to match the groups medical plan and to renew Option 1, for \$15,000.00 flat benefit for a total of \$30.00/mth for all eight (8) employees. The current life policy is for \$10,000.00 flat benefit for \$42.40/mth. The change will save monthly and add \$5,000.00 to the employees' benefits.

12. **OLD BUSINESS**

**12.1.** Consideration to approve the Budget for FY2022.

**12.2.** Consideration to approve the Special Events Application for the BCDA Peanut Festival scheduled for September 18, 2021.

**13. MOTION TO ADJOURN**



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**CITY**  
**COUNCIL**  
**MINUTES**  
**JUNE 17, 2021**  
**6:00 PM**

1. **CALL TO ORDER:** Mayor Grooms
2. **MEMBERS PRESENT:** Mayor Pro-Tem Nicky Gwinnett, Brad Anderson, Jim Stanoff, Bill Griffith, Attorney Hugh Hunter, and City Clerk Lori Phillips.  
Greg Schlierf was absent.
3. **INVOCATION:** Mayor Grooms
4. **PLEDGE OF ALLIGANCE**
5. **OPEN THE PUBLIC HEARING REGARDING THE ITEMS BELOW:**
  - 5.1. **FY 2022 Budget**

Councilman Anderson presented the FY2022 budget; the proposed budget accounts for the fluctuations in revenues an expenditure over the last year and Councilman Anderson said he is hopeful the city will be able to stay within the parameters going forward.
  - 5.2. **Zoning** - Ms. Sandra Tillman has submitted an application asking to rezone her property (2 acres), at 508 Railroad Street, Brooklet, GA. The property is currently zoned F-H (flood hazard district) / R-1 (single-family residential district) and she is requesting that it be rezoned to R-4(manufactured home community district). Ms. Tillman plans to demolish the home she is currenting living in on the property and replacing it with a manufactured home.

The Planning and Zoning Committee voted on May 11, 2021 to make a recommendation to the City Council to approve a rezone to R-3(*multi-family residential district*) with a special exception with the condition that her house be demolished and removed off site before a new single – family manufactured home is placed on the property.

**Public Comments**

A resident of Brooklet and a neighbor of Ms. Tillman’s, Terrell Kimble stated that he is not in favor of Ms. Tillman requesting to replace her current home with a manufactured home, he is concerned that if she is approved for the rezone then the adjoining neighbors could do the same.

**Council Comments**

Councilman Anderson asked if there were anymore mobile homes currently in the area of her property, and Ms. Tillman stated, “no, there is not.”

Councilman Stanoff asked Ms. Tillman if the home she is living in currently is a manufactured home and she replied, “yes, it is.”

Councilman Anderson is concerned that once the rezone is approved, anything could be placed on the property and would rather have more concrete information before moving forward with the request. Ms. Tillman provided a photo of a new manufactured home that would be similar to the one she would like to purchase; however, she is undecided on rather or not it will be a used or a new manufactured home.

Due to a lack of information, Council would like to table this item to a later date.

**MOTION TO TABLE THE REZONE REQUEST AS PRESENTED**

- MOTION:** Brad Anderson
  - SECOND:** Nicky Gwinnett
  - AYES:** Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson
  - NAYES:** None
- Motion carried 4-0**

**5.3. Zoning** - Mr. Garland Nesmith has submitted an application asking to rezone his property (34.75 acres) off of Old Leefield road in Brooklet, GA. The property is currently zoned A-1 (*agricultural district*) and he is requesting that it be rezoned to R-2 (*single-family residential district*). The purpose of the rezone is to allow for single-family residential areas with minimum lot sizes of 15,000 square feet for developing a subdivision.

The Planning and Zoning Committee voted on May 11, 2021 to make a recommendation to the City Council to approve a rezone to R-2 (*single-family residential district*).

Evan Bennett attended the meeting; he is with Hulsey Gay Bell and he represents the developer of the property. They are asking for a zoning for a 15,000 square foot lots, which is a little denser than the current zoning allows, the reason for this request is to make the development a little more economically safe for the developer. The property is on Old Leefield road, right next to Brooklet Plantation, it is a popular area and it continues to grow. The current layout they have right now, allows for 55 lots, that includes space for a storm water detention pond and onsite community sanitary sewer system that will be permitted

and regulated through EPD and would have to be operated by a certified waste water operator to ensure it to be a safe system.

**Public Comments**

Don Rawlins asked who would be maintaining the septic system. The plan as of now, it will be operated through the homeowner's association.

**Council Comments**

Councilman Anderson asked if the subdivision will have sidewalks, Mr. Bennett stated that not with the current layout, its not possible to do that, however it will cost more money.

This is a rezoning request only which requires a rezone ordinance to be drawn up and posted before it can be approved. The Council agreed to have the City Attorney do so.

**6. MOTION TO CLOSE THE PUBLIC HEARING AND RETURN TO THE REGULAR SESSION.**

**MOTION:** Brad Anderson

**SECOND:** Nicky Gwinnett

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

**NAYES:** None

**Motion carried 4-0**

**7. CONSIDERATION TO APPROVE THE AGENDA**

**MOTION TO AMEND THE AGENDA TO ADD UNDER ONE ITEM UNDER NEW BUSINESS AND ONE ITEM UNDER OLD BUSINESS.**

**MOTION:** Brad Anderson

**SECOND:** Bill Griffith

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

**NAYES:** None

**Motion carried 4-0**

**8. CONSIDERATION TO APPROVE MINUTES OF MEETINGS**

- May 20, 2021 City Council Meeting
- May 28, 2021 Public Hearing regarding FY2022 Budget

**MOTION TO TABLE THE APPROVAL OF THE MINUTES TO THE JULY CITY COUNCIL MEETING.**

**MOTION:** Brad Anderson

**SECOND:** Jim Stanoff

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

**NAYES:** None

**Motion carried 4-0**

**9. CONSIDERATION TO APPROVE THE MAY FINANCIAL REPORTS AS PRESENTED**

**MOTION:** Brad Anderson

**SECOND:** Nicky Gwinnett

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

**NAYES:** None

**Motion carried 4-0**

## 10. RECOGNITION OF GUEST

### 10.1. Wesley Parker (*City Engineer*) – Downtown Sewer Project

Various downtown Brooklet businesses continue to have failures of their septic drain fields. It is our understanding that the Mexican restaurant has experienced exceptional septic drain field issues which has forced them to pump out their tanks several times per month. Parker Engineering has begun investigating solutions to the current failing drain fields. One solution to this challenge is to create a community drain field for the downtown businesses.

A possible location on the west side of Railroad Street in Brooklet. The parcel ID # is B06 000010001 and is currently owned by the city so no land purchase would be necessary for this alternative. The total area of the parcel is 11.32-AC; however, the majority of the property is occupied by wetlands which are unusable for drain field purposes. There are approximately 1.9-AC of the property that are usable uplands just off of Railroad Street. Sowell Soil Survey performed a Level III soil investigation to determine if this area was suitable to support a septic drain field.

The investigation determined that the soil series on the site is Dothan, the depth to the seasonal high-water table is 48-inches, and the absorption rate of the soil is 35 minutes per inch. All three are positive traits for selecting a drain field location. The soil scientist gave the area an “A” rating Suitability Code, which means that this soil series should have the ability to function as a suitable absorption field with proper design, installation, and maintenance. A mound would not be necessary for this site.

With the information available that this area would support a drain field, calculations were then performed to determine how large of a drain field would fit onto this property and to what extent could the drain field support the downtown businesses.

A property outline, based on Bulloch County online tax maps, was sketched on to an aerial view of the upland area of the property. A to scale drawing was made with a drain field sketched in along with a backup drain field location in case a future replacement field was ever required. It was determined this area could support a drain field consisting of 20 lines 100-feet long on 8-foot centers. A drain field of this size could treat 5000 gallons of sewage per day.

Based on the City of Brooklet’s records, the current water usage of the downtown businesses is 2,769 gallons per day. This usage accounts for 33 active business accounts with 8 current accounts being inactive. This would make the proposed drain field location more than adequately sized to support all current businesses, even if inactive accounts became active. It would also accommodate future downtown business growth. The above calculations assumed on a traditional drain field with perforated lines encased in gravel trenches. An alternative to this would be a drip irrigation system. Unlike the traditional system, a drip irrigation system is made up of irrigation lines running throughout the property being fed from the sewage discharge. A drip system does not require a backup area; thus, the entire site can be used as an absorption field. This type of system can treat approximately 4000 gallons of sewage each day per acre. With a site size of 1.8-acres, this type of system could potentially treat 7200-gallons of sewage each day. This would be large enough to treat all current businesses, future business growth, and could potentially support some residences if needed. Parker Engineering proposes constructing a traditional

PVC gravity sewer main to collect wastewater and direct it to a small pumping station near the Mexican restaurant. The pumping station will pump wastewater to two 5000-gallon septic tanks in series, which will provide for solids settling. Small pumps in a pump tank will move water to the proposed drain fields. The first two septic lines could be installed immediately to serve the Mexican restaurant, since it is an environmental hazard. An EPD permit would be required to expand the system further.

Council agreed to contact the downtown property owners and plan a meeting with them in order to discuss the proposed downtown business sewer system project and answer any questions about this project.

## **11. REPORTS FOR STAFF OR COMMITTEE MEMBERS**

### **Mayor Pro-Tem Gwinnett**

- The International 4700 truck that was donated to the city is almost ready, we are currently waiting on the title.
- Public Works has been working on filling potholes throughout the town.
- Public Works has begun maintaining the grass throughout the town.

### **Councilman Anderson**

- We will need to add, to the July city council agenda, amendment to the FY2021 budget.

### **Councilman Stanoff**

- The Scout hut has been vacated and left in excellent condition; all we need to do now is draw up a low-cost rental use facility agreement.
- Safety Grant
- Will be gathering more information for a new messaging system, Reach Alert.

### **Councilman Griffith**

- The stump grinding project has been completed.
- The Brooklet Plantation Subdivision tree trimming project has been completed and everyone is happy.

### **Councilman Schlierf** *(Absent)*

### **Police Chief Roberts** *(Absent)*

### **Building Inspector/City Marshall Bobby Hoch**

- Issued 2 permits
- Performed 28 inspections
- Issued 5 C.O.s

## **12. NEW BUSINESS**

### **12.1. Consideration to approve the estimates for street repairs received from the City Engineer, Wesley Parker.**

Wesley Parker presented his opinion of probable construction cost estimate for road repairs for Warnock Street and East Lee Street, Warnock Street and East Lane Street, Warnock Street and US 80, and Warnock Street and Elm Street. The summary project costs for all are \$53,290.62.



**MOTION TO AUTHORIZE WESLEY PARKER TO MOVE FORWARD WITH THE BIDDING PROCESS FOR THIS PROJECT.**

**MOTION:** Brad Anderson

**SECOND:** Nicky Gwinnett

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

**NAYES:** None

**Motion carried 4-0**

- 12.2. Consideration to approve changing the Employee Basic Life & AD&D renewal date to match the groups medical plan and to renew Option 1, for \$15,000.00 flat benefit for a total of \$30.00/mth for all eight (8) employees. The current life policy is for \$10,000.00 flat benefit for \$42.40/mth. The change will save monthly and add \$5,000.00 to the employees' benefits.**

**MOTION:** Nicky Gwinnett

**SECOND:** Jim Stanoff

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

**NAYES:** None

**Motion carried 4-0**

- 12.3. Consideration to approve Ellis Wood Contracting in the amount of \$22,422.90 to remove and replace the existing plastic pipe with 24" RCP in the decel lane in front of the Brooklet Elementary School.**

Councilman Anderson would like to reach out to someone at Bulloch County Schools to discuss this project.

**13.. OLD BUSINESS**

- 13.1. Consideration to approve the official Budget for FY2022.**

**MOTION:** Brad Anderson

**SECOND:** Nicky Gwinnett

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

**NAYES:** None

**Motion carried 4-0**

- 13.2. Consideration to approve the Special Events Application for the BCDA Peanut Festival scheduled for September 18, 2021.**

Councilman Anderson stated that before Council approves the application, we will need a copy of the insurance certificate on file before doing so. No motion was made.

- 13.3. Update from Wesley Parker about the Cromley Road and Gin Lane Road project.**

**North Cromley Road Project**

Wesley Parker, Nicky Gwinnett, and Representative Jan Tankersley, met with the District Engineer, Rob McCall with GDOT to discuss the City's transportation needs.

They stated to Mr. McCall the City of Brooklet would like to improve drainage on Cromley Road by adding an additional storm pipe across State Route 26/U.S. Highway 80. We respectfully request that the GDOT partner with the city on this

important project by installing a 30" RCP underneath Highway 80. The City will fund all work outside of the GDOT right-of-way.

Cromley Road is a heavily used road in the City of Brooklet. It serves as one of the main corridors from State Route 26/U.S. Highway 80 to the Brooklet Elementary School. Cromley Road currently has serious and dangerous flooding hazards. It has an almost flat profile with a low area midway between Highway 80 and Lane Street. During rainfall events there is poor drainage and standing water in this area. According to City residents, two houses on this street have flooded multiple times. During one large rain event, Councilman Gwinnett stated that flood water crossed Highway 80. This flooding is caused by an undersized pipe underneath Highway 80. According to the attached hydrology report, there are approximately 65 acres draining into one (1) 24" RCP cross drain.

The City of Brooklet proposes to add curb and gutter with storm inlets to improve the drainage for the residents of Cromley Road. Additionally, the City plans to increase the capacity of the storm system by replacing and upsizing the existing storm pipe parallel to Cromley Road. The city would like for GDOT to add a new 30" storm pipe underneath State Route 26/U.S. Highway 80 and connect their proposed Cromley Road pipe to it. The City of Brooklet would pay for all proposed improvements upstream and downstream of this pipe. These improvements would reduce the frequency of flooding for the City's residents as well as improving the safety of Highway 80.

#### **Gin Lane Project Update**

During the meeting, they also discussed that the City of Brooklet would like to improve Gin Lane by providing drainage, a rock road base, asphalt, and a right-hand turn lane. Since this project is located on Highway 80, which is a GDOT maintained road, and since this project is vital to Bulloch County's economy, it is an ideal candidate for LMIG-EEE funding. We have respectfully requested that the City of Brooklet receive funding assistance using the LMIG-EEE grant.

Gin Road serves the Bulloch Gin, which is a 40+ acre facility containing cotton gins, cotton warehouses, and offices. The gin serves the farmers of Bulloch County as well as the surrounding counties. Cotton arrives in module trucks, which have three axels. During the peak of ginning season (November) there are approximately 65 module trucks (58,000 lbs. loaded) entering the facility with raw product. After the cotton is ginned, it is stored on site in warehouses. Throughout the year, approximately 20 semis (80,000 lbs. loaded) per day, move the ginned cotton from the warehouse to the Port of Savannah. Each year Bulloch Gin processes \$30,000,000 in cotton and \$5,000,000 in cotton seed. The gin has 10 permanent employees and hires an additional 25 workers during ginning season, which lasts from October to January.

Gin Road is an 800-foot long dirt road that is approximately 24-foot wide. The road is connected to Highway 80 with an asphalt apron, that is 24-foot wide with 35-foot radii. There is not an existing right-hand turn lane.

Due to the tight radii, northbound truck traffic on Highway 80 entering Gin Lane is required to come to an almost complete stop before turning onto Gin Lane. Since there is not a right-hand turn lane, the northbound traffic behind the trucks must also come to a stop. When exiting Gin Lane to the northbound lane of Highway 80, truck traffic is required to swing out into the oncoming southbound lane to traverse the tight exit. The risk of head-on and rear-end collisions are greatly increased in this area with the existing condition of the Gin Lane entrance. Another issue is drainage. The existing ditches are very shallow and very flat. Water must build up before forcing its way off-site. There is not a visible drainage culvert at the current entrance. Highway 80 ditch water currently floods the entrance during large rain events due to the lack of a culvert. This is dangerous to motorists on Gin Road and Highway 80.

Bulloch Gin added a 124,000-square foot warehouse within the past year to store ginned cotton. Bulloch Gin's long-term plan is to add one more warehouse. The improvement of Gin Road will lead to this area of Brooklet developing into a light industrial/commercial zone.

The City of Brooklet proposes to improve Gin Lane and its entrance for the safety of motorists on Highway 80 and to support a large economic engine of Bulloch County. The City proposes the following:

1. Purchase additional right-of-way to own a total width of 80 feet.
2. Construct roadside drainage ditches.
3. Construct a GAB road base.
4. Pave the road.
5. Construct a GDOT approved entrance with large turning radii.
6. Construct a GDOT-approved right-hand turn lane.

The estimated construction cost for the entire project is \$365,072. The City of Brooklet respectfully requests assistance from GDOT to fund the remainder. The City of Brooklet and Bulloch Gin have each pledged \$70,000 towards the project. The improvements will protect the citizens of our state and will serve to develop this area so that jobs could be created for Bulloch County citizens.

**14. MOTION TO ADJOURN**

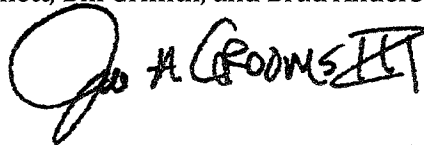
**MOTION:** Nicky Gwinnett

**SECOND:** Jim Stanoff

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

**NAYES:** None

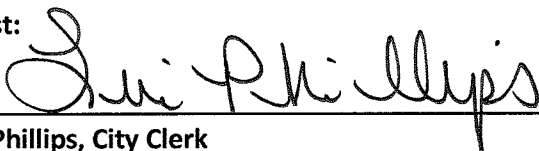
**Motion carried 4-0**



Joe A. Grooms III, Mayor

The foregoing minutes are true and correct and approved by me on this 15<sup>th</sup> day of July, 2021.

Attest:



Lori Phillips, City Clerk