

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
March 18, 2021
7:00 PM

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLIGANCE
4. APPROVAL OF MEETING AGENDA
5. APPROVAL OF THE JANUARY MINUTES
 - 5.1. February 10, 2021 Work Session Minutes
 - 5.2. February 18, 2021 City Council Minutes
6. APPROVAL OF THE FEBRUARY FINANCIAL REPORTS AS PRESENTED
7. RECOGNITION OF GUEST
8. MOTION TO CLOSE THE REGULAR SESSION TO GO INTO A PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING THE FOLLOWING PLANNING & ZONING APPLICATIONS.
 - 8.1. **Public Hearing #1. Application# VA2021-004**

Mr. Walt Cason with Cason Properties, LLC submitted an application asking for a Variance to allow for a 16x37x8.5 lean-to addition connected to the existing building, Cason's Auto Service, on the property of 16789 US Hwy 80 East, Brooklet, GA. The adjoining property owner, James Fail, submitted a letter to the Planning & Zoning Committee giving consent to the variance. Mr. Cason is asking for a five (5) foot variance.

The Planning & Zoning Committee voted on February 9, 2021 to make a recommendation to the City Council to approve the variance request.

Public Input and Discussion

Council Discussion and Questions

8.2. Public Hearing #2. Application# SE2021-005

Ms. Sandra Tillman submitted an application asking for a Special Exception to allow for a mobile home to be placed on the property located at 508 Julius Circle, Brooklet, GA. Ms. Tillman would like to demolish her home on her property and replace it with a manufactured home. The property is zoned F-H/R-1 and is 2 acres; she would need to apply for a rezone request to R-3 and a special exception or rezone to R-4, which would be considered spot zoning.

The Planning & Zoning Committee voted to make a recommendation to the City Council to deny the request due to a lack of information, and to also waiver the fee for the rezone request when she is ready to make a purchase of a manufactured home; she will then need to submit a rezone request to Planning & Zoning when she has all the information required in order for a decision to be made.

Public Input and Discussion

Council Discussion and Questions

9. MOTION TO CLOSE THE PUBLIC HEARING AND RETURN TO THE REGULAR SESSION.

10. MOTION TO APPROVE THE RECCOMENDATION FROM THE PLANNING & ZONING COMMITTEE FOR APPLICATION# VA2021-004.

11. MOTION TO APPROVE THE RECCOMENDATION FROM THE PLANNING & ZONING COMMITTEE FOR APPLICATION# SE2021-005.

12. REPORTS FROM COMMITTEE MEMBERS

12.1. Mayor Pro-Tem Gwinnett

- 12.2. Councilman Anderson
- 12.3. Councilman Stanoff
- 12.4. Councilman Griffith
- 12.5. Councilman Schlierf

13. REPORT FROM POLICE CHIEF

- 13.1. Gary M. Roberts

14. REPORT FROM BUILDING INSPECTOR/CITY MARSHALL

- 14.1. Bobbie Hoch

15. OLD BUSINESS

- 15.1. **FIRST READING** 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.

- 15.2. Motion to approve bid# COB 21-003 for the tree clearing project from F.S.H. Tree Service in the amount of \$18,200.00; \$8,500.00 of that amount will be for removing the trees from the right-of-way on North Cromley road and will be paid from TSPLOST.

- 15.3. Motion to approve the current plan with Anthem for the 2021 Employee Health insurance renewal as a roll over.

15.4. Motion to approve the quote for \$4,167.00 from GWI (Goforth Williamson, Inc.) to repair the pump controls for the drain field off rail road street due to the pumps not working properly causing the septic system to overflow.

16. NEW BUSINESS

16.1. Discussion and possible motion for material and labor to build shelving in the Public Works equipment building.

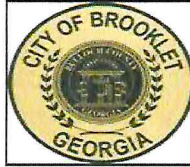
16.2. Discussion and possible motion to move the shelter extension that is over the old gas pump.

17. MOTION TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS AND POTENTIAL LIDIGATION.

18. MOTION TO EXIT OUT OF EXECUTIVE SESSION

19. MOTION TO ADJORN

PUBLIC PARTICIPATION ON AGENDA ITEM THESE COMMENTS SHOULD BE LIMITED TO THE SUBJECT THAT IS BEING DEBATED. MEMBERS OF THE PUBLIC MAY SPEAK FOR FIVE MINUTES AND MAY SPEAK ONLY ONCE. ANYONE WISHING TO SPEAK AT ANY MEETING MUST BE RECOGNIZED BY THE MAYOR BEFORE ADDRESSING THE BOARD.



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CITY
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March 18, 2021
7:00 PM
MINUTES

1. **CALL TO ORDER:** Mayor Joe Grooms, III
2. **MEMBERS PRESENT:** Brad Anderson, Nicky Gwinnett, Jim Stanoff, Bill Griffith, Attorney Hugh Hunter, and Lori Phillips.
3. **MEMBERS ABSENT:** Greg Schlierf
4. **INVOCATION:** Mayor Joe Grooms, III
5. **PLEDGE OF ALLIGANCE:** Mayor Grooms, III
6. **APPROVAL OF MEETING AGENDA**
MOTION: Jim Stanoff
SECOND: Brad Anderson
AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson
NAYES: None
Motion carried 4-0
7. **APPROVAL OF THE MINUTES**
 - 7.1. **February 10, 2021 Work Session Minutes**
MOTION: Brad Anderson
SECOND: Jim Stanoff
AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson
NAYES: None
Motion carried 4-0

- 7.2. February 18, 2021 City Council Minutes**
Motion to table the February 18, 2021 City Council minutes to the May City Council meeting for approval.
MOTION: Brad Anderson
SECOND: Nicky Gwinnett
AYES: Jim Stanoff, Nicky Gwinnett, Bill Griffith, and Brad Anderson
NAYES: None
Motion carried 4-0

8. APPROVAL OF THE FEBRUARY FINANCIAL REPORTS AS PRESENTED

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

9. RECOGNITION OF GUEST

10. MOTION TO CLOSE THE REGULAR SESSION TO GO INTO A PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING THE FOLLOWING PLANNING & ZONING APPLICATIONS.

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

10.1. Public Hearing #1. Application# VA2021-004

Mr. Walt Cason with Cason Properties, LLC submitted an application asking for a Variance to allow for a 16x37x8.5 lean-to addition connected to the existing building, Cason's Auto Service, on the property of 16789 US Hwy 80 East, Brooklet, GA. The adjoining property owner, James Fail, submitted a letter to the Planning & Zoning Committee giving consent to the variance. Mr. Cason is asking for a five (5) foot variance.

The Planning & Zoning Committee voted on February 9, 2021 to make a recommendation to the City Council to approve the variance request.

Public Input and Discussion

No Public Discussion

Council Discussion and Questions

Mayor Pro-Tem Gwinnett stated that the only concern he has is that once you start approving variances, where do you stop? He's not opposed to

approve this due to this particular case, but believes it is a valid question and he would assume that you just take it one case at a time. Mr. Cason previously poured a concrete pad for the addition to be added before asking for the variance. Mrs. Rebecca Kelly stated that, this has happened in the past, but we can't make them move it or take it down and make them start all over, but also believes that we shouldn't allow them ask for forgiveness after the fact. Mr. Cason did provide a letter from the adjoining property owner stating that he has no problem with approving the variance.

10.2. Public Hearing #2. Application# SE2021-005

Ms. Sandra Tillman submitted an application asking for a Special Exception to allow for a mobile home to be placed on the property located at 508 Julius Circle, Brooklet, GA. Ms. Tillman would like to demolish her home on her property and replace it with a manufactured home. The property is zoned F-H/R-1 and is 2 acres; she would need to apply for a rezone request to R-3 and a special exception or rezone to R-4, which would be considered spot zoning.

The Planning & Zoning Committee voted to make a recommendation to the City Council to deny the request due to a lack of information, and to also waiver the fee for the rezone request when she is ready to make a purchase of a manufactured home; she will then need to submit a rezone request to Planning & Zoning when she has all the information required in order for a decision to be made.

Public Input and Discussion

Mrs. Rebecca Kelly stated that Ms. Tillman did not have any information prepared and also, many of the neighbors were against her placing a mobile home on the property. There were no specifics in the application which left everyone with unanswered questions.

Council Discussion and Questions

There were questions regarding the ordinance and rather or not we can prohibit any more mobile homes from coming into Brooklet. The ordinance has requirements that are to be followed but no, it does not say that it prohibits mobile homes from being brought into Brooklet.

11. MOTION TO CLOSE THE PUBLIC HEARING AND RETURN TO THE REGULAR SESSION.

MOTION: Brad Anderson

SECOND: Jim Stanoff

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

NAYES: None

Motion carried 4-0

12. MOTION TO APPROVE THE RECCOMENDATION FROM THE PLANNING & ZONING COMMITTEE TO APPROVE THE REQUEST FOR APPLICATION# VA2021-004.

MOTION: Jim Stanoff

SECOND: Brad Anderson

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

NAYES: None

Motion carried 4-0

12. MOTION TO APPROVE THE RECCOMENDATION FROM THE PLANNING & ZONING COMMITTEE TO DENY THE REQUEST FOR APPLICATION# SE2021-005.

MOTION: Nicky Gwinnett

SECOND: Jim Stanoff

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

NAYES: None

Motion carried 4-0

13. REPORTS FROM COMMITTEE MEMBERS

13.1. Mayor Pro-Tem Gwinnett

- The water leak at Ken's IGA is not repaired due to not knowing exactly where the leak is, we are going to have to bust up the concrete to locate the leak.
- We may need to consider purchasing a radar machine for this reason.
- The construction at the Public Works well house has begun.
- The Goodman Street sewer system is operating manually due to waiting on the contractor to come and change out the controls.

13.2. Councilman Anderson

- February Financials
- Beginning balances for March
- As of right now we are looking solid and strong

13.3. Councilman Stanoff

- No Reports

13.4. Councilman Griffith

- Update on the tree project, we are scheduled to close down North Cromley Road the first week in April to remove the trees. The whole project should be completed by the end of April. City Clerk Lori Phillips will send out a text message to all residents letting them know of the road closure.

13.5. Councilman Schlierf

- Absent

14. REPORT FROM POLICE CHIEF

14.1. Gary M. Roberts

- Absent – Mayor Grooms would like to thank the Officers for putting in the extra hours to protect Brooklet while Chief Roberts is out recovering from COVID-19.

15. REPORT FROM BUILDING INSPECTOR/CITY MARSHALL

15.1. Bobbie Hoch

- 5 permits issued, 3 C.O.s issued, and 35 inspections were performed.

16. OLD BUSINESS

16.1. FIRST READING 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 TO APPROVE THE PROPOSED ORDINANCE AS THE FIRST READING.

MOTION: Nicky Gwinnett

SECOND: Jim Stanoff

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

NAYES: None

Motion carried 4-0

- 16.2.** Motion to approve bid# COB 21-003 for the tree clearing project from F.S.H. Tree Service in the amount of \$18,200.00; \$8,500.00 of that amount will be for removing the trees from the right-of-way on North Cromley road and will be paid from TSPLOST.

MOTION: Bill Griffith

SECOND: Nicky Gwinnett

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

NAYES: None

Motion carried 4-0

- 16.3.** Motion to approve the current plan with Anthem for the 2021 Employee Health insurance renewal as a roll over.

MOTION: Brad Anderson

SECOND: Bill Griffith

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

NAYES: None

Motion carried 4-0

- 16.4.** Motion to approve the quote for \$4,167.00 from GWI (Goforth Williamson, Inc.) to repair the pump controls for the drain field off rail road street due to the pumps not working properly causing the septic system to overflow.

MOTION: Nicky Gwinnett

SECOND: Jim Stanoff

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

NAYES: None

Motion carried 4-0

17. NEW BUSINESS

- 17.1.** Discussion and possible motion for material and labor to build shelving in the Public Works equipment building up to the amount of \$3,500.00 to be paid from the Water Fund.

MOTION: Nicky Gwinnett

SECOND: Jim Stanoff

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

NAYES: None

Motion carried 4-0

17.2. Discussion and possible motion for Altamaha Builders to move the shelter extension that is over the old gas pump in the amount of \$3,000.00 to be paid from the Streets Department.

MOTION: Jim Stanoff

SECOND: Bill Griffith

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

NAYES: None

Motion carried 4-0

18. MOTION TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS AND POTENTIAL LITIGATION.

MOTION: Brad Anderson

SECOND: Nicky Gwinnett

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

NAYES: None

Motion carried 4-0

19. MOTION TO EXIT OUT OF EXECUTIVE SESSION

MOTION: Bill Griffith

SECOND: Nicky Gwinnett

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

NAYES: None

Motion carried 4-0

20. Motion to hire Stormie Hanners as a Part-Time Finance Officer at \$24.00 per hour.

MOTION: Brad Anderson

SECOND: Nicky Gwinnett

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

NAYES: None

Motion carried 4-0

21. MOTION TO ADJOURN

MOTION: Bill Griffith

SECOND: Nicky Gwinnett

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

NAYES: None

Motion carried 4-0

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MOTION: Jim Stanoff

SECOND: Bill Griffith

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

NAYES: None

Motion carried 4-0

18. MOTION TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS AND POTENTIAL LITIGATION.

MOTION: Brad Anderson

SECOND: Nicky Gwinnett

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

NAYES: None

Motion carried 4-0

19. MOTION TO EXIT OUT OF EXECUTIVE SESSION

MOTION: Bill Griffith

SECOND: Nicky Gwinnett

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

NAYES: None

Motion carried 4-0

20. Motion to hire Stormie Hanners as a Part-Time Finance Officer at \$24.00 per hour.

MOTION: Brad Anderson

SECOND: Nicky Gwinnett

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

NAYES: None

Motion carried 4-0

21. MOTION TO ADJOURN

MOTION: Bill Griffith

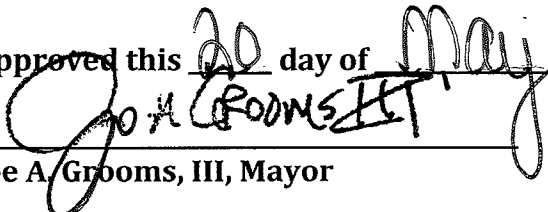
SECOND: Nicky Gwinnett

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

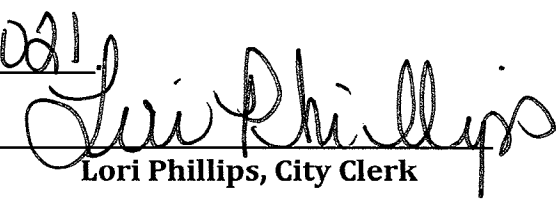
NAYES: None

Motion carried 4-0

Approved this 20 day of May, 2021



Joe A. Grooms, III, Mayor



Lori Phillips, City Clerk

RESOLUTION OF THE COUNCIL OF THE CITY OF BROOKLET

BE IT RESOLVED by the Mayor and Council of the City of Brooklet as follows:

At the meeting held on the 18 day of March, 2021, the Council entered into closed session for the purpose of discussing

Personnel Matter and Potential Litigation

At the close of the discussion upon this subject, the Council did vote to re-enter into open session and herewith takes the following action in open session;

- (1) The actions of the Council and the discussions of the same regarding the matter set forth for closed session purposes are hereby ratified.
- (2) Each member of this body does hereby confirm that to the best of his or her knowledge, based upon the advice of the City Attorney, the said subject matter of the meeting and of the closed session portion was devoted to matters within the specific relevant exception(s) as set forth above.
- (3) The Mayor, or presiding officer, is hereby authorized and directed to execute an affidavit, with full support of the members of this Council, in order to comply with O.C.G.A.50-14-4(b)
- (4) The affidavit shall be included and filed with the official minutes of the meeting and shall be in a form as required by the statute.

Approved this 18 day of March, 2021.

Attest:

Luci Phillips
City Clerk

Joe A. Groves III
Mayor

**MOTION TO ENTER INTO A CLOSED MEETING OF THE
COUNCIL OF THE CITY OF BROOKLET**

Councilman Griffith makes the following motion:

- (1) That this Mayor and Council Members now enter into closed session as allowed by O.C.G.A. 50-14-4(b); and
- (2) Pursuant to advice by the City Attorney, for the purpose of discussing following:

Personnel matters - e. Potential litigation.

That this body, in open session, adopt a resolution authorizing and directing the Mayor or Presiding Officer to execute an affidavit in compliance with O.C.G.A. 50-14-4, and that this body ratify the action of the Council taken in closed session and confirm that the subject matters of the closed session were within exceptions permitted by the open meetings law, said the resolution to be in the form as attached hereto.

MOTION APPROVED

Those voting in favor of the motion for closure:

Council Members

- Bill Griffith
- Brad Anderson
- Nicky Guinnett
- Jim Stanoff

Those voting against the motion for closure:

Council Members

- N/A
- _____
- _____

AFFIDAVIT

Before an officer duly authorized to administer oaths appeared Joe Grooms, III, who after being duly sworn, deposes and on oath states the following;

- (1) I am competent to make this Affidavit and have personal knowledge of the matters set forth herein.
- (2) Pursuant to my duties as Mayor/Mayor Pro-Tem, I was the presiding officer of a meeting of the Council of The City of Brooklet held on the 18 day of March, 2021. A portion of said Meeting was closed to the public.
- (3) It is my understanding that O.C.G.A. 50-14-4(b) provides the follows:
- (4) The subject matter of said meeting, or the closed portion thereof, was devoted to matters Within exceptions to public disclosure provided by law. Those specific relevant exceptions Are identified as follows:

 Meeting to discuss the future acquisition of real estate; except that such meeting is Subject to the requirements of law for the giving of the notice of such a meeting to the public And preparing the minutes of such a meeting; provided, however, the disclosure of such Portions of the minutes as would identify real estate to be acquired may be delayed until such Time as the acquisition of the real estate has been completed, terminated, or abandoned or Court proceedings with respect thereto initiated;

Meeting, discussion, or deliberating upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a Public officer or employee but not when receiving evidence or hearing argument on charges Filed to determine disciplinary action or dismissal of a public officer or employee. The vote on Any matter covered by this paragraph shall be taken in public and minutes of the meeting as Provided by law shall be made available. Meeting to discuss or take action on the filling of a Vacancy in the membership of the agency itself shall at all time be open to the public as Provided by law;

 Tax matters made confidential by State Law;

To consult and meet with legal counsel to pending or potential litigation, settlement, Claims, administrative proceedings, or other judicial actions brought or to be brought by or Against the agency or any officer or employee or in which the agency or officer or employee May be directly involved;

 Staff meeting held for investigative purposes under duties or responsibilities imposed By law.

_____ Meetings when discussing any records, the disclosure of which would compromise Security against sabotage or criminal or terrorist acts as defined that are exempt from public Disclosure pursuant to 50-18-72(a)(15).

This Affidavit is executed for the purpose of complying with the mandate of O.C.G.A. 50-14-4(b) and is to be filed with the official minutes for the aforementioned meeting.

This 18 day of March, 2021. J. A. Grooms III
Affiant

Sworn to and subscribed before me This 18 day of March, 2021.

Lori Phillips
Notary Public

