



CITY OF BROOKLET  
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**Work Session**  
**November 13, 2025**  
**6:30 PM**  
**Minutes**

**Members Present:** Mayor L.W. "Nicky" Gwinnett, Jr., Councilman Brad Anderson, Councilwoman Rebecca Kelly, Councilwoman Sheila Wentz, City Clerk Lori Phillips, Brooklet Assistant City Clerk Melissa Pevey, and Interim Chief of Police, Sergeant Nickki Garman.

**Members Absent:** City Manager Paul Dyal, Mayor Pro-Tem Hubert K. Roughton, and Councilman James Harrison

**1. Call to Order and Welcome** - Mayor L.W. "Nicky" Gwinnett, Jr.

**2. Invocation and Pledge of Allegiance**

**3. Approval of Agenda**

**Motion To Approve**

**Motion:** Brad Anderson

**Second:** Rebecca Kelly

**Ayes:** Brad Anderson, Sheila Wentz, and Rebecca Kelly

**Nayes:** None

**The motion carried 3-0**

**4. High School Water and Sewer**

A discussion will address the high school's status regarding its water and sewer systems. Coordination efforts with the relevant departments will be reviewed and addressed.

Councilman Brad Anderson opened the conversation by thanking City Engineer Wesley Parker and staff for compiling clearer financial spreadsheets. He noted that the city's overall sewer project revenues total approximately \$12.1 million, with roughly \$8 million in expenditures. "That clearly leaves \$4 million that can be utilized," he said, adding that having the numbers organized in one place made him "more comfortable moving forward."

Council members also revisited an earlier question: whether the school system owed Brooklet an "aid-to-construction" fee — previously estimated at \$700,000–\$715,000 — intended as a pass-through of the costs the City of Statesboro charged Brooklet for capacity. Confusion persisted over whether the fee had been accounted for in prior spreadsheets.

Parker joined the discussion mid-meeting, explaining that the understanding was always that Statesboro's fee would be passed directly to the school system. The school system would receive Statesboro's charge, but Brooklet would not retain any of it. Additional conversations will be needed to reconcile the exact numbers.

The council also discussed:

- Existing water meter sizes at the current high school (including 6-inch and 8-inch taps)
- Whether the school will require a new tap for the new facility
- Standard tap fees (\$1,800 for water; \$9,000 for sewer)
- The need for updated flow calculations
- Whether additional pieces of infrastructure — including lift stations — should be shared costs

Mayor Gwinnett emphasized the long-term value of connecting schools to the municipal system, calling them "perpetual customers" whose reliability supports the city's financial health.

The council agreed that the next step is for City Engineer Parker and City Attorney Ben Perkins to draft the city's version of an intergovernmental agreement (IGA), rather than waiting for the school district to prepare the first draft.

## **5. Utility Payments for County Recreation and Fire Departments**

The council will review the existing billing procedures and payment responsibilities related to utility services for the county recreation and fire departments. Any necessary adjustments or agreements will be considered during this segment.

Brooklet also confronted a decades-old issue: the city has never billed the Bulloch County Recreation Department or the Bulloch County Fire Department for their water usage, despite documentation showing a payment agreement dating back to the 1990s that was never implemented.

Councilwoman Rebecca Kelly stressed that all water use — regardless of recipient — should be metered. “Every place that receives water in any description needs to be metered,” she said. Staff confirmed that the departments’ accounts exist in the system but are coded as “no charge.”

Additional issues included:

- No metering of Fire Department hydrant use
- Recreation Department fields using large volumes of water without billing
- Trash collection and other services are also provided at no cost
- Past fire chiefs previously turned in monthly hydrant-use logs, but that practice stopped

The council agreed Interim City Manager Paul Dyal should contact the county manager and Fire Chief Ben Tapley to begin phasing in billing and standardizing meter usage.

Council members also agreed that the transition should be communicated in writing, likely via a letter announcing new billing procedures.

## **6. Randy Newman Community Center Rental**

The council will discuss the rental of the Randy Newman Community Center by Kiwanis, BCDA, and the Bulloch County Recreation Department. The focus will be on drafting written agreements, including fees, that outline the terms and conditions for year-round facility use by these organizations. Additionally, the council will evaluate the associated rental fees to ensure they are appropriate and reflect the ongoing usage. Decisions may be made concerning the structure of these agreements and any necessary updates to the fee schedule to support fairness and transparency in the facility’s rental process.

A lengthy discussion followed regarding recurring scheduling problems and outdated rental agreements for the Randy Newman Community Center.

Staff explained the challenges:

- Kiwanis and BCDA use the facility regularly without a formal year-round agreement
- The Recreation Department’s summer camp program uses the building all day, sometimes with 75–80 children, creating heavy wear on utilities and air conditioning
- Groups often reserve dates but never pay, preventing the city from renting to others
- Other civic organizations from Statesboro increasingly request rental dates
- The facility’s deposit and cleaning-fee structure may not reflect actual costs



The council reviewed comparable rates from the Jones-Love Cultural Center in Statesboro, which charges substantially more than Brooklet's current \$40/hour and \$275/day structure.

Council members agreed on several following steps:

- Create written agreements for all recurring users, including Kiwanis and BCDA
- Require organizations to submit annual calendars to avoid double-booking
- Establish a revised nonprofit rate
- Implement an actual cancellation fee
- Reevaluate deposits and cleaning fees
- Draft recommendations for review at next week's council meeting

Councilman Anderson volunteered to work with Kiwanis to provide the city with a complete list of meeting dates and board sessions for 2026.

## **7. Proposal from Search Firm for New City Manager**

A proposal submitted by the search firm for the new city manager position will be presented and reviewed. The council will review the proposal's details and determine the next steps in the selection process.

The final discussion involved the proposal from Sumter Local Government Consulting, Inc., the firm chosen to lead Brooklet's city manager search. The agreement outlines a flat \$21,000 fee for professional services, excluding travel and expenses.

Councilwoman Kelly said she appreciated that the firm's outlined responsibilities match the skills needed for the position, noting how valuable Interim City Manager Paul Dyal has been. The council informally agreed to approve the proposal at next week's regular meeting.

Before adjourning, Councilwoman Kelly discussed recognizing the Brooklet Community Betterment Association (BCBA) and the Brooklet Garden Club for their recent \$2,400 contribution toward city landscaping improvements. A formal recognition will be presented at a future meeting.

## **8. Adjournment**

### **Motion To Approve**

**Motion:** Brad Anderson

**Second:** Rebecca Kelly

**Ayes:** Brad Anderson, Sheila Wentz, and Rebecca Kelly

**Nays:** None

**The motion carried 3-0**

**Approved this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.**

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**L.W. (Nicky) Gwinnett, Jr., Mayor**

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**Lori Phillips, City Clerk**