



CITY OF BROOKLET
104 CHURCH ST. BROOKLET, GA 30415 PHONE (912) 842-2137 FAX (912)842-5877

September 18, 2025

**Public Hearing
6:30 PM
&
City Council
Meeting
7:00 PM**

Minutes

Members Present: Mayor L.W. “Nicky” Gwinnett, Jr., Mayor Pro-Tem Keith Roughton, City Manager Paul Dyal, Councilman Brad Anderson, Councilwoman Rebecca Kelly, Councilwoman Sheila Wentz, Councilman James Harrison, City Attorney Ben Perkins, and Brooklet Assistant City Clerk Melissa Pevey.

Members Absent: City Clerk Lori Phillips and Interim Chief of Police, Sergeant Nickki Garman.

A. Call to order and welcome - Mayor L.W. “Nicky” Gwinnett, Jr.

B. Public Hearing (s)

1. Public hearing to solicit input on the proposed 2025 millage rate for property taxes. After careful consideration of the FY 2026 Operating Budget and Capital Budget, the growth in the tax digest from new construction, and the recommendation from the City Clerk that the “roll back” millage rate be set at the rate of 4.599.

- **Discussion from Mayor & City Council** - The Brooklet City Council held a public hearing on the proposed 2025 millage rate for property taxes. The council set the millage rate at 4.599 mills, which represents the official rollback rate. The percentage tax increase for 2025 is recorded as 0.00%, meaning no net increase from the rollback.

The decision followed review of the FY 2026 Operating and Capital Budgets, the growth in the tax digest from new construction, and the recommendation of the City Clerk. The 4.599 millage rate applies to all taxable real and personal property within the city limits, taking into account exemptions, credits, and authorized deductions. Property taxes remain a significant source of revenue for Brooklet's general operations and capital projects.

- **Public Discussion** - No public discussion.

2. Public hearing to solicit input from the residents of Brooklet concerning the proposed amendment to the City of Brooklet Comprehensive Plan, in accordance with the Georgia Department of Community Affairs (DCA) Minimum Standards and Procedures for Local Planning. Presented by Wincy Poon, GIS Manager with the Coastal Regional Commission

- **Discussion from Mayor & City Council**
Wincy Poon, GIS Manager with the Coastal Regional Commission, started by thanking the Mayor and Council for the chance to work with you, your residents, and business owners on this project. Our process began in November last year and included five stakeholder meetings to gather public input for amending the comprehensive plan.

A comprehensive plan, required by the Department of Community Affairs, must be updated every five years to maintain Qualified Local Government (QLG) status and remain eligible for state funding. While Bullock County completed a joint plan last year, this amendment focuses specifically on Brooklet's unique needs and priorities.

Stakeholder meetings had strong participation from residents, business owners, pastors, Planning and Zoning Board members, and city leaders. Discussions highlighted the challenges and opportunities for Brooklet, including economic development, workforce attraction and retention, infrastructure, natural and cultural resources, land use, diversity, affordability, transportation, and collaboration with regional partners.

The plan structure includes vision and goals, community profile, land use, housing, transportation, and broadband, with an emphasis on thoughtful and controlled growth. Key focus areas are supporting economic diversity, improving infrastructure and community services, conserving resources, and promoting safe, efficient transportation and walkability. A character area map was developed based on stakeholder input, reflecting a more detailed approach tailored to the Brooklet area.

To date, we have held two public hearings as required, and once approved, the plan will be submitted to the DCA for review. Adoption is expected by

November, pending feedback. The link below is the updated character area map.

<https://segrass.maps.arcgis.com/apps/instant/sidebar/index.html?appid=de9f7e3f4f274b6db90ceb75f2076149>

- **Public Discussion** – No public discussion.

3. Approval of a Motion to Close the Public Hearing Session and Open the City Council Meeting.

Motion To Approve

Motion: Rebecca Kelly

Second: Keith Roughton

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and Rebecca Kelly

Nays: None

The motion carried 5-0

A. City Council Meeting

B. Invocation - Mayor L.W. “Nicky” Gwinnett, Jr.

C. Pledge of Allegiance

D. Approval of Agenda

Motion To Approve

Motion: Rebecca Kelly

Second: Brad Anderson

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and Rebecca Kelly

Nays: None

The motion carried 5-0

E. Public Participation- Persons Wishing to Address Council

Citizens are encouraged to participate in the City of Brooklet City meetings. The City of Brooklet encourages civility in public disclosure and requests that speakers direct their comments to the Chair. Those attendees wishing to share a document and/or comments in writing for inclusion in the public record must email the item to lori.phillips@brookletga.us no later than noon on the day of the meeting.

- No one signed up to speak.

F. Approval of Minutes

1. August 13, 2025 Called Meeting

2. August 21, 2025 Public Hearing and City Council Meeting

Motion To Approve

Motion: Sheila Wentz

Second: Brad Anderson

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and
Rebecca Kelly

Nays: None

The motion carried 5-0

G. Approval of the August Financial Reports

City Manager Paul Dyal reported that all expenditures remain within the budget established to date. He and City Clerk Lori Phillips have been actively reviewing the budget, although they were unable to conduct a more detailed analysis this week due to other pressing matters. Mr. Dyal expressed his intention to meet with City Clerk Lori Phillips in the coming weeks to undertake a thorough review. He also noted that it may be necessary to consider amending certain budget portions to address future needs as they arise.

Motion To Approve

Motion: Keith Roughton

Second: Rebecca Kelly

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and
Rebecca Kelly

Nays: None

The motion carried 5-0

H. Comments by:

- **City Manager Paul Dyal** thanked staff and volunteers for their dedication, especially around the peanut festival, and praised Brooklyn's upkeep. He encouraged ongoing efforts to maintain the community.

Mr. Dyal announced a vacancy on the Planning and Zoning Board and will seek council approval to fill it. He also plans to propose later meeting times to accommodate attendees.

Dyal noted Brooklyn lacks a designated historical district despite its history and intends to suggest establishing one to access grants and benefits.

He discussed collaborating with Statesboro, including the use of their street sweeper, and looks forward to working with the new county manager.

Brooklet is continuing its charter and policy review with the city attorney; updates are forthcoming.

A police vehicle was acquired without council approval; while not unlawful, procedural errors occurred. Dyal is committed to greater transparency and improved checks and balances.

The IGA with the Recreation Department is under review, with time allowed for changes due to ongoing engineering work related to the bathrooms.

Dyal reported on various infrastructure projects, reaffirming his commitment to keeping the council and public informed about all developments.

- **City Attorney Ben Perkins** – No Reports
- **City Engineer Wesley Parker** reported that the water plan should be up for bid by the next council meeting. The fence is up on the lift station, and the main force has less than 1,000 feet left to complete, with only the bores remaining to be done. All pipes are in except for those in the wetland area. The City of Statesboro is requesting a change to how Brooklet enters the station but will pay for the costs associated with those changes. The plans for the gravity sewer are complete; they will likely bid this out in the spring.
- **City Clerk Lori Phillips** - Absent
- **Assistant City Clerk Melissa Pevey** reported that the next Planning and Zoning meeting is scheduled for October 14, 2025, at 6:00 p.m.
- **Interim Chief of Police, Sergeant Nickki Garmen** - Absent

I. Comments by Council Members:

- **Councilmember Sheila Wentz** - nothing to report.
- **Councilmember Brad Anderson** reported that a lifelong Brooklet citizen would like to donate a "Beautiful Brooklet" sign.
- **Councilmember James Harrison** - nothing to report.
- **Councilmember Rebecca Kelly** - thanked Dyal for his updates but wants to have further conversations.
- **Mayor Pro-Tem Keith Roughton** confirmed that the IGA piece would be addressed that evening. Roughton clarified that \$290,000 came from the 2019 SPLOST to fulfill recreational needs. Some improvements include installing a walking trail around the soccer fields, renovating bathrooms, improving field drainage, and constructing new bathrooms.
- **Mayor L.W. "Nicky" Gwinnett** emphasized the need for a bench or some memorial for Emily Grace Mayo, the nine-year-old who was tragically killed in May.

J. Ordinances:

1. Second Reading and Consideration of a Motion to Approve Ordinance No. 2025-029:

An ordinance by the mayor and city council for the City of Brooklet, Georgia, of an ordinance to regulate soliciting and door-to-door sales.

Motion To Approve

Motion: Rebecca Kelly

Second: Keith Roughton

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and Rebecca Kelly

Nays: None

The motion carried 5-0

2. Second Reading and Consideration of a Motion to Approve Ordinance No. 2025-030: An Ordinance by the Mayor and City Council for the City of Brooklet to repeal Ordinance No. 2025-027, which amended the compensation of the Mayor and City Council.”

Motion To Approve

Motion: Brad Anderson

Second: Sheila Wentz

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and Rebecca Kelly

Nays: None

The motion carried 5-0

K. Resolutions:

1. Consideration of a Motion to Approve a Resolution setting the Millage Rate for Ad Valorem (Property) Taxes for the 2025 Calendar Year for the City of Brooklet, Georgia, at 4.599.

Motion To Approve

Motion: Rebecca Kelly

Second: Keith Roughton

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and Rebecca Kelly

Nays: None

The motion carried 5-0

2. Consideration of a Motion to Approve a Resolution designating and authorizing City Manager, Paul Dyal, to sign and endorse checks for all City of Brooklet bank accounts.

Motion To Approve

Motion: Rebecca Kelly

Second: Keith Roughton

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and Rebecca Kelly

Nayes: None
The motion carried 5-0

L. Other Item(s):

1. Consideration of a Motion to Approve the proposed amendment to the City of Brooklet Comprehensive Plan, in accordance with the Georgia Department of Community Affairs (DCA) Minimum Standards and Procedures for Local Planning.

The Brooklet City Council considers a motion to approve the proposed amendment to the City of Brooklet Comprehensive Plan, in accordance with the Georgia Department of Community Affairs (DCA) Minimum Standards and Procedures for Local Planning. The amendment builds on the Comprehensive Plan 2025 document, which outlines goals for economic development, natural and cultural resources, coastal resiliency, public facilities and services, infrastructure, intergovernmental collaboration, land use, housing affordability, community character, and transportation. Updates specifically affect the Community Work Program, including changes such as amending zoning ordinances to allow planned unit development and incorporating design principles into development ordinances. The proposed amendment followed a public hearing held the same evening, at which Wincy Poon, GIS Manager with the Coastal Regional Commission, presented the details, and residents were invited to provide input. Drafts of the plan were available in advance on the city's website and at City Hall.

Motion To Approve

Motion: James Harrison

Second: Keith Roughton

Ayes: Keith Roughton and James Harrison

Nayes: Brad Anderson, Sheila Wentz, and Rebecca Kelly

The motion failed 3-2.

When the council considered the proposed amendment to the City of Brooklet Comprehensive Plan, the motion failed on a 3-2 vote. Harrison and Roughton voted in favor, while Anderson, Kelly, and Wentz voted against.

2. Consideration of a Motion to Approve invoice# 24130123001 received from SDR, Southern Disaster Recovery, LLC, for grinding, loading & hauling of vegetative disaster debris from Hurricane Helena for \$75,226.60.

Motion To Approve

Motion: Brad Anderson

Second: Rebecca Kelly

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and
Rebecca Kelly

Nayes: None

The motion carried 5-0

3. Consideration of a Motion to Approve the Intergovernmental Agreement (IGA) for the Recreational Facilities with Bulloch County.

Motion To Approve

Motion: Keith Roughton

Second: Rebecca Kelly

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and
Rebecca Kelly

Nays: None

The motion carried 5-0

M. Old Business:

1. Discussion and Consideration of a Motion to Approve the Purchase from Hayes Chrys Dodge Jeep of Baldwin for a 2024 Dodge Truck Durango for the Brooklet Police Department for \$45,924.95 to be paid from SPLOST Funds.

Motion To Approve

Motion: James Harrison

Second: Keith Roughton

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and
Rebecca Kelly

Nays: None

The motion carried 5-0

N. Adjournment

Motion To Approve

Motion: Keith Roughton

Second: Rebecca Kelly

Ayes: Keith Roughton, Brad Anderson, Sheila Wentz, James Harrison, and
Rebecca Kelly

Nays: None

The motion carried 5-0

Approved this ____ day of _____, _____.

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

Lori Phillips, City Clerk