



CITY OF BROOKLET  
P.O. BOX 67 BROOKLET, GA 30415 \*(912) 842-2137 \*FAX (912) 842-5877\*

Joe Grooms III, Mayor  
Nicky Gwinnette, Mayor Pro-Tem  
Bradley Anderson, Councilman  
Greg Schlierf, Councilman  
Jim Stanoff, Councilman  
William Griffith, Councilman

City Attorney  
Hugh Hunter  
City Administrator/Clerk  
Angela Wirth

**AGENDA**  
**Work Session**  
**February 13, 2020**  
**6:30 PM**

- ❖ Agenda Development Protocols Discussion
- ❖ New Monthly Financial Statement Discussion
- ❖ Purchasing Process Discussion
- ❖ Employee Handbook Discussion
- ❖ FY 2021 budget Development Process
- ❖ Lane St Extension Update
- ❖ Sanitation Discussion
- ❖ Railroad St Update
- ❖ Additional Police Department Police Officer Discussion
- ❖ Benefits of Uniforms for Public Works
- ❖ Work Orders for Public Works
- ❖ Cemetery Care
- ❖ Purchase Orders
- ❖ Safety

**EXECUTIVE SESSION**

- ❖ Pending/Potential Litigation

Meeting called to order at 6:45 pm. In attendance are Mayor Joe Grooms, III, Mayor Pro-Tem Nicky Gwinnett, Councilman Jim Stanoff, Councilman Bill Griffith, Councilman Bradley Anderson, Councilman Greg Schlierf, and City Administrator/Clerk Angela Wirth.

Councilman Anderson brought forth discussions on several different topics which include: new council meeting agenda protocols, also a new monthly financial statement, new purchasing policy with spending limits, purchase orders, small discussion on the employee handbook, the FY 2021 Budget Process, and purchase orders. With small discussions on each of these topics the consensus of the Mayor and Council they

would like to start using these procedures as soon as possible. The Purchasing Process will be on the February 20, 2020 Council Agenda to be voted in by the Council.

Mayor Pro-Tem Gwinnett gave an update on the Lane St Extension. Bulloch County has agreed to come and plow the dirt road and pull the road to the right-of-way where it belongs and install a ditch to the right hand side to keep the water from draining right down the middle of the road.

Mayor Pro-Tem Gwinnett also brought forth the discussion on purchasing our own sanitation truck and he presented several options to the Mayor and Council. There was a brief discussion on this and it will be discussed again in the March 2020 work session. There was also a discussion on the sanitation contract with AllGreen Services. The Consensus of the Mayor and Council is to do a one (1) year contract with AllGreen Services and this will be discussed and voted on in the February 20, 2020 Council Meeting.

Mayor Pro-Tem Gwinnett also brought forth the discussion on increasing the sanitation rate for residential sanitation to \$16.00 a month. After this brief discussion the consensus of the Mayor and Council was to approve this in the February 20, 2020 Council Meeting.

Mayor Pro-Tem Gwinnett also gave an update on the Railroad St resurfacing and drainage project. The Mayor and Council were informed that this project was not a good project due to the drainage not drainage to HWY 80 as it was supposed to instead it drains down into Julius Cir flooding the street and yards. Mayor Pro-Tem Gwinnett will get with the construction company that did the project and have it repaired.

Councilman Griffith brought forth the discussion on hiring an additional officer and purchase of a new patrol vehicle. After a brief discussion the Mayor asked Councilman Griffith to bring to the February Council Meeting a vehicle quote for patrol truck instead of a car and Councilman Anderson asked City Admin/Clerk Wirth to estimate a total payroll expenditure to the end of the fiscal year and add the new police officer.

Councilman Schlierf brought forth the discussion on the benefits of having uniforms for the Public Works personnel. After a brief discussion this will be discussed and approved at the Council Meeting on February 20th.

There was a brief discussion on creating new work orders for the public works personnel.

There was a discussion on the upkeep of the Cemetery and what will be needed to maintain it.

There was a discussion on our safety program by Councilman Stanoff and the City needs safety supplies in case of an emergency and an intergovernmental agreement with neighboring Cities in case of an emergency.

After a small discussion on what would be needed for the safety program Mayor Grooms called the meeting adjourned due to the lateness of the time (10:30 pm)

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Joe Grooms, III, Mayor

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Angela Wirth, City Admin/Clerk