

Draft

**TOWN OF BROOKLET  
CITY COUNCIL MEETING  
February 15, 2007**

1. **CALL MEETING TO ORDER:** Mayor Grooms. **Members Present:** (L to R) William Hendrix; Sylvia Prosser; City Attorney, Hugh Hunter; Mayor Grooms; Belle Gay; Eileen Spiers; Randy Newman; Annette Wilson and Russell Davis.

2. **INVOCATION:** Mayor Grooms.

3. **APPROVAL OF JANUARY MINUTES:** Councilwoman Prosser made a motion to accept the minutes as written. The motion was seconded by Councilman Davis and passed with all ayes.

4. **APPROVAL OF JANUARY FINANCIAL STATEMENT:** Councilman Hendrix made a motion to accept the January financial statement as is. The motion was seconded by Russell Davis and passed with all ayes.

5. **RECOGNITION OF GUEST:** Alvin Grams and Charles Mallard were recognized as guests.

6. **REPORTS FROM COMMITTEES:**

Councilman Davis: Reported that he is working on getting prices for new tires for the garbage trucks.

Councilwoman Wilson: Reported that the General Fund balance for January was \$183,282.72 and that the Water Fund balance for January was \$65,414.65.

Councilman Newman: Stated that he had two items.

**PERMIT**

**FROM DOT:** The first is Julius Circle. He reported that he is working on getting bids for the paving of Julius Circle. He has found out we have to get a permit from DOT to pave the road. He has given Belle the paperwork to write a letter to the DOT.

**SPLOST  
FUND:**

Second issue is clarification of money in SPLOST Fund. It was clarified that the SPLOST Fund needs to be used by October of this year. Councilman Newman stated that we have \$52,664.00 in SPLOST, most of which is in the Cultural Center and Water System.

He reported that Julius Circle will cost quite a bit to pave and that he has nearly \$45,000.00 in the budget under road construction right now, but he's not sure that will be enough. He wants to see if we can move some of the money from SPLOST, out of Cultural Center or Water System into Road Construction.

Councilman Davis suggested we wait until we get all of the bids in for paving Julius Circle to see how much we need to transfer. In the meantime, it was decided that Councilman Newman get with the County to see how to proceed with getting funds transferred.

Everyone consented with all ayes.

**POTHOLE:  
& DRAINAGE:**

Councilman Newman also reported that he had some complaints about potholes in the road. The first of the week the potholes were filled with asphalt and a load of dirt had been procured to fill in the edges.

Mayor Grooms brought up the drainage problem in front of Angie's Restaurant and reported that he was to meet with Melvin Johnson, Friday at 2:00 p.m., to see about getting some grills put in, so the water can drain into the existing drains under the road. He asked Councilman Newman to meet with Melvin Johnson and the Mayor Friday. Councilman Newman agreed to meet them Friday at 2:00 p.m. Councilman Newman reported that the area is on DOT Right of Way and they should be responsible for the funds for correcting the problem. Mayor Grooms reported that we have to apply for a permit with DOT first.

Councilman Davis reported on the pothole problem at Cromley and Denmark-Brooklet Highway and that the cause was people taking too wide of a turn at the stop sign. He inquired of Chief Mincey about the big half domes he was looking into. Chief Mincey reported that the State had said no. The price was \$55 a piece.

Councilman Davis suggested some type of curbing be put at the corner of Cromley and Denmark-Brooklet Highway to discourage the wide turns which are causing the eroding of the roadway area.

Councilwoman Prosser: Nothing to report this meeting.

Councilman Hendrix: Nothing to report this meeting.

Chief Mincey: Gave all council members an annual performance evaluation and asked that council complete the evaluation and return it to him so that he could use the evaluation to improve his department.

7. **OLD BUSINESS:** Hofstadter & Associates has asked us for a commitment letter. It was clarified that we are not going to commit to paying any fees at this time, but they would like a commitment from us that when we are ready to go forward with the sewer system project, we use Hofstadter & Associates. It was discussed that we will be trying to get funds under a Federal Grant.

Councilman Davis made a motion that we send a letter to proceed with Hofstadter & Associates looking into the sewer system. Councilman Hendrix seconded the motion and the motion passed with all ayes.

8. **PUBLIC PARTICIPATION:** Alvin Grams wanted to comment that, in the letter regarding the sewer system, we make sure the letter specifically states that they are not to be paid at this time.

Alvin Grams also inquired about an item on the January Agenda that was put off, regarding Romaine Bradford. Mayor Grooms clarified that we are waiting until the sewer system matter is settled before going forward with Romaine Bradford.

Mayor Grooms reported that he wanted to get as much public involvement as possible so that a committee can be formed to educate Brooklet residents about the costs and procedures of having a sewer system put in. He wants all citizens of Brooklet to have a thorough understanding of what is being done before we even go back to Hofstadter & Associates.

9. **EXECUTIVE SESSION:** Mayor Grooms announced there will be a motion to adjourn the Regular Session and go into an Executive Session.

Attorney, Hugh Hunter explained that the purpose of the Executive Session was for discussing personnel matters.

Whereupon, Councilman Davis made a motion to come out of Regular Session and go into an Executive Session for matters of personnel.

Before voting, city attorney, Hugh Hunter explained the Open Meetings Law. He explained that there are certain areas for which you can legally go into an Executive Session. One area is for discussion of personnel matters. Specifically, you may discuss or deliberate upon the appointment, employment, compensation, hiring or disciplinary action or dismissal of a public officer or employee, however you can not take a vote in the Executive Session, that would have to be done in an Open Session.

Councilman Davis's previous motion to adjourn the Regular Session and go into Executive Session was seconded by Councilman Newman and passed with all ayes.

Whereupon the public left the room and the meeting went into executive session.

10. **RETURN TO REGULAR SESSION**

Motion to return to Regular Session was made by Councilman Newman and Councilman Davis seconded the motion. The motion passed with all ayes.

Upon coming back into regular session, Councilman Newman explained that a decision was made to pay the rest of the part-time employees of the City, bonuses at the rate used in December 2005. This matter will be considered for reconstruction in the 2008 fiscal Budget.

Councilman Davis made a motion to hire an additional full-time police officer but before it was seconded, Chief Mincey explained that by hiring a full-time officer, it would not eliminate any part-time officers. It would cut the part-time officers' hours and the additional officer would give the City 24 hour police coverage.

Charles Mallard asked for an explanation of what they are planning to vote on before they voted.

Mayor Grooms reported that the City of Brooklet is hiring another full-time police officer for the Police Department.

Mr. Mallard posed a question as to how the taxpayers would be affected by hiring another full-time officer and if we would be keeping the part-time officers.

Chief Mincey reported that we would keep all the part-time officers, but they do not receive any pay unless they work. By hiring a full-time officer, the cost would only increase in relation to the ability to have twenty-four hour coverage. Part-time officers would continue on the books, but would not be paid unless they work.

Mayor Grooms asked when the officer would start.

Chief Mincey said that he would start advertising immediately for the position.

Councilwoman Wilson asked if the funds for the salary of a full-time officer had been accounted for in the budget and Chief Mincey responded that the budget has been checked and would accommodate the hiring of a full-time officer.

Mayor Grooms asked if we would need another police car to accommodate the additional officer.

Chief Mincey reported that with the car he had purchased this past year, the Police Department would have enough vehicles for this year. When the SPLOST fund becomes available around October, he is planning on purchasing another car.

Chief Mincey reported that by purchasing a used vehicle for the Police Department this past year, he saved the City money. He had budgeted \$34,000.00 but only spent \$7,500.00.

The newest car is three years old and in October when a new car is purchased, the oldest car will be rotated out. With four police vehicles, by rotating a car every two years, it ends up being an eight year cycle.

Chief Mincey invited everyone to visit the police department and anyone interested was invited to ride with the officers so they can see what they do.

There was some discussion about council sitting in on police department interviews.

Whereupon, Councilman Hendrix made a motion to give Chief Mincey permission to hire a new Full-time officer immediately. Councilman Newman seconded the motion and the motion passed with all ayes.

**11. FURTHER EXECUTIVE SESSION BUSINESS:**

Mayor Grooms stated that council would need to go back into executive session to discuss matters of potential litigation.

Councilman Newman made a motion to go out of Regular Session and into Executive Session to discuss matters of potential litigation. Councilwoman Prosser seconded the motion and the motion passed with all ayes.

The public exited the courtroom and the meeting went into Executive Session.

**12. RETURN TO REGULAR SESSION**

Upon returning to Regular Session, Hugh Hunter stated that the Executive Session was on matters pertaining to a potential claim.

Mayor Grooms reported that our City Attorney, Hugh Hunter would handle the matter appropriately.

Councilman Newman made a motion to adjourn and Councilwoman Wilson seconded the motion and the motion passed with all ayes.