

Town of Brooklet
Workshop Meeting
March 11, 2010
Minutes

1. **Call Meeting to Order:** Mayor Grooms
The Members Present were: Councilman Russell Davis, Councilman Rusty Smith, Councilman Randy Newman, Councilman Jim Orr and Councilman Jim Stanoff.

2. **Invocation:** Councilman Russell Davis

3. **Topics of Discussion:**
 - The Mayor and Council invited Wayne Johnson with the City of Statesboro to the workshop meeting to give advice and answer any questions they may have about Tank cleaning & inspections for the Brooklet water tank. Mr. Johnson was unable to attend the meeting at this time.

 - The Public Works Department has taken apart the old water meters to sell for scrap, they had 592 lbs. of brass and 41 lbs. of bolts; Newell Recycling Center bought the brass and bolts from the Town of Brooklet in the amount of \$971.80.

 - Southeast Tire Service (water) overhead water sprinkler system.
Mr. Romain Bradford sent a proposal to the Town of Brooklet to replace the asphalt in the parking area at Southeast Tire. Last break, they had a water leak under the asphalt and the public work employees had to bust through it to turn off the cut off valve. This all came from a broken water line that was tapped into the meter without permission. Apparently, this water line was being used for the overhead sprinkler system in the building. The Mayor and Council have decided to send a letter asking Mr. Bradford to purchase a backflow meter, above ground, in a jumbo metal box with a metal lid to be connected to the sprinkler system, pay a 4" tap in fee, provide an as-built drawing to show what is actually out there, and allow Brooklet an easement to the backflow meter; all this will need to be completed within a reasonable amount of time.
The Town of Brooklet is willing to work with Mr. Bradford as long as he complies with the town's decision.

 - Live Oak Environmental Service: Councilman Davis would like to look more into the garbage service; he will get some more figures together on different ways to provide garbage service and will present it at the April council meeting.

- Leaves & Limbs: There have been a few problems with residents hiring contractors to cut trees and limbs down and placing them on the side of the road for the public works department to pickup. If a resident pays to have this done, then it is the contractors' responsibility to clean up the limbs and leaves, not the cities. The Ordinance states in **Section 6-6 Placing of Trash for Pick-up; (b) All refuse resulting from building, repairing, remodeling or any kind of construction shall be moved by the contractor, owner of property or person having work done. The town shall not move refuse of this nature. All trees, limbs, bushes, trash, dirt, and other refuse resulting from cleaning up or improving property shall be removed by the contractor, tree surgery company, owner of the property, or person having work done.** It has also been suggested that a monthly newsletter be sent to all the residents in Brooklet, this item will remain under discussion until a decision has been made by the Mayor and Council.
- The old Exmark riding Lawnmower: Councilman Stanoff checked with Durden's Rental & Service Center about the lawnmower; to fix it, it will need a new engine and deck totaling \$4,950.00; a decision was made not to have it repaired; instead, it will be advertised for bids on auction.gov; Councilman Stanoff will bring the results to the April council meeting.
- Review of the Manufactured Home Ordinance: There has been some discussion within the last year or two about changing the ordinance to allow older mobile homes to come into the city, right now the ordinance says seven years with the possibility of a variance. The Bulloch County Ordinance allows for ten years or older with a list of requirements that must be met before the mobile home is moved. Councilman Newman will come up with a rough-draft for Attorney Hunter to review and bring it to the April council meeting.
- Discussion of Basic Laws on staying legal when purchasing items for the Town of Brooklet: Attorney Hugh Hunter stated, anything other than the public works construction projects, the Mayor has the purchasing power without needing council approval for anything under \$500.00, anything over \$500.00 needs council approval and all public works projects that are over \$100,000.00 or more have to be put out for public bids. Councilman Orr asked the Attorney if it is required to take the lowest bid, Attorney Hunter stated that its not, but there needs to be a good reason to not take the lowest bid.
- The Town of Brooklet applied for a Grant last year; the grant is part of the Presidents Stimulus Fund; it's for paving the roads in Waters Trailer Park to pay for the engineering because it's nothing but a flat piece of land that allows for water to stand and not go anywhere. Out of a possible 500 points, we scored 183.177; out of 68 grants, we ranked number 51. Councilman Newman would like to reapply for the same grant again this year and would like to ask Sarah Davis to write the Grant for us. Councilman Stanoff has asked the residents of Waters Trailer Park to write a letter of concerns they may have and send them back to Brooklet City Hall, these letters will help with the Grant; the council

gave Councilman Newman the okay to go ahead and contact Sarah Davis about the Grant. There will be more discussion at the March council meeting.

- Discussion on understanding the budget: Councilman Orr feels that the Town of Brooklet is in better shape compared to other cities and their budgets. He also feels that our budget is not set up properly and recommends that we should either have salaries prorated according to how much time is spent in each area or charge an administrative fee that comes out every month to show in the budget what we are looking at, this way we will not have to transfer funds each month.
- Councilman Stanoff made weekly planner forms for the public works department for the guys to write down their daily job duties, this way he can keep up with what they are doing and may even get things flowing more smoothly. Councilman Stanoff also asked if the public works department had photo ids, if not he would like for Councilman Newman to look into getting photo ids with their names and photos on them. Councilman Stanoff would also like to get some quotes on a front loader for the tractor, this way they will not have to use the backhoe for small jobs.
- Councilman Orr stated that the city has lost a foot of right-away in the alley behind his shop, Approved Services; it is now nine foot and the garbage truck cannot get down it. Secondly, the reason for all this is there is a big mud hole that everyone has been driving around which made some people angry, therefore, they have put up post to keep them off their property. There is a ten foot right-away there and the town needs to get it right in the right place and also need to get the mud hole fixed so the people don't have to drive around it. Councilman Newman will get quotes on box blades and present them at the March council meeting.
- Councilman Stanoff stated that he was down at the shop at the public works department and noticed what seemed to be a short in the lighting system .Councilman Newman suggested to council to get three bids from a Licensed Electrician to check the lights at the shop and have new lights and receptacles put in if needed.
- Mayor Grooms has been invited to attend a meeting on Monday, March 22, 2010 at 12 PM at the Community Room at the North Main Annex to discuss the proposed Special Local Options Sales Tax (SPLOST) referendum to be issued from October 2013 to September 2014; 95% of project funding is intended for economic development purposes to prepare the I-16 interchange and US 301 corridor with infrastructure improvements for future business prospects. Mayor Grooms will let the council know more about the SPLOST meeting in the April council meeting.

- The Town of Brooklet has received a letter from Ted Wynn, Emergency Management Director with the Bulloch County Emergency Management Agency stating that in order for Brooklet to be eligible to future Federal money for migration related projects, participation in this plan update process and adoption of the multi-jurisdictional plan is important, not only to Bulloch County, but to the City of Brooklet as well.

4. ADJOURNMENT:

Mayor Grooms asked for a motion to adjourn the workshop meeting.

Councilman Stanoff made a motion to adjourn; motion was seconded by Councilman Newman and passed with all ayes.