

**TOWN OF BROOKLET
COUNCIL MEETING
JANUARY 21, 2010**

1. **CALL MEETING TO ORDER:** Mayor Grooms
Members Present: Councilman Russell Davis, Councilman Rusty Smith, Councilman Randy Newman, Councilman Jim Orr, and Councilman Jim Stanoff.
2. **INVOCATION:** Mayor Grooms
3. **OATH OF NEWLY ELECTED COUNCIL MEMBERS.
PRESENTED BY JUDGE LOVETT BENNETT.**
The newly elected Council Members, Rusty Smith, James Orr, and Jim Stanoff, were sworn in tonight by Judge Lovett Bennett, they are now official members of the City Council for the Town of Brooklet.
4. **APPROVAL OF THE DECEMBER MINUTES:**
Councilman Davis made a motion to approve the December minutes as written; motion was seconded by Councilman Newman and passed with all ayes.
5. **APPROVAL OF THE DECEMBER FINANCIAL REPORTS:**
Councilman Newman made a motion to accept the December financial reports as presented; motion was seconded by Councilman Davis and passed with all ayes.
6. **RECOGNITION OF GUEST:**
 1. **Live Oak Environmental; Jonathan King.**
Not Present.
 2. **Rod Pye; Drainage Issues.**
Councilman Newman would like to propose an estimate from Bulloch County to repair the drainage problem concerning West Lane Street & Ingram Street.
They are planning to block (3) ditches, install new 24'' pipe under road, install (2) 24'' pipes at angle under driveway to existing ditch, and open ditch for proper drainage.
The estimate includes a 25% rate for equipment, labor & material totaling \$4,717.12. Councilman Newman asked Rod Pye if he thought this would be a valuable option, Mr. Pye believes this will alleviate the problem but may not correct the problem, he doesn't know.
Phase 2, if needed, a pipe will also be placed at the other side of Lane

Street from the end of Parrish all the way down.

Councilman Stanoff made the motion to accept the proposal; motion was seconded by Councilman Davis and passed with all ayes.

3. Barney Sineath;

A) Requirements for rezone applications.

Mr. Sineath attended the Planning & Zoning Meeting held on January 10th, 2010; he believes it is unfair to the applicants and the planning commission to accept the rezone application with absolutely no possibility of passing.

B) Discuss Personnel Policies to allow council to discipline or dismiss any employee for proper cause.

Mr. Sineath can't comprehend how council can hire an employee but can not dismiss the employee. The Brooklet Personnel policy states that the Mayor and Council shall have the authority to hire, appoint, suspend or remove subordinates in such departments, agencies, or offices.

C) Consider hiring a City Manager.

Mr. Sineath would like for council to consider hiring a City Manager, that way a lot of problems would be alleviated.

D) Duties of City Marshall.

Mr. Sineath is not sure who the City Marshall is and what the duties are for the City Marshall.

E) Current and future land use map.

The zoning map should be in compliance with the current land use map; Brooklet has a current land use map. If anyone is interesting in viewing the map, Brooklet City Hall has a copy there.

7. REPORTS FROM COMMITTEES:

COUNCILMAN DAVIS: Ink bolts is scheduled to film in our downtown area on January 24th & 25th as long as the weather is nice. Councilman Davis is going to help block off the streets and getting the area setup for the filming of the movie.

There were 12 to 14 applicants that applied for the Certified Full Time Police Officer position; Councilman Davis, Councilman Newman, and Chief Buchan

have picked out six applicants to review, out of the six they will then choose three applicants and will discuss these applicants at the city council meeting being held February 18th, for review.

COUNCILMAN SMITH: Newly Elected Official; No reports at this time.

COUNCILMAN NEWMAN: The vacuum the city workers use to pick up leaves is a 1996 model and will not run half the time. Councilman Newman would like to look into buying a new one. This would be covered by SPLOST. Everyone agreed for Councilman Newman to gather estimates for a new vacuum and present them to the Mayor and Council at the February Council meeting. Councilman Orr believes we should have a set procedure for the bidding process in Brooklet. Councilman Newman agreed with Councilman Orr but stated that there is a process the town goes through when purchasing new equipment; Councilman Newman will prepare a spec for Belle to advertise in the paper asking for bids for a new vacuum.

Ellis Wood will start on the new alignment on Cromley road and Brooklet-Leefeild road, they will do away with the fast lane coming from Leefeild, this should slow traffic down through that area. The city employees will do the demolition.

LARP from D.O.T. is giving Brooklet .041 mile, barely over 200 ft., they will pave from where they stopped on Lee Street at Depot and go another few hundred feet. Councilman Newman would like to see who gets the bid on this project and see about working out a deal with them while they are here and we will purchase enough asphalt to finish paving up to Cromley Road.

When Danny Hendrix was hired, it was agreed that he would do all the maintenance on some of the smaller equipment and vehicles the town has; we determined last year that he hasn't been doing it because he has nothing to work with. Councilman Newman has put a list together of tools from Mallard Auto Parts and would like for the Mayor and Council to look it over to see if this is something we need to proceed. Mayor Grooms has already provided jumping cables and a tool box. Councilman Orr feels like Danny should be responsible for all tools. Councilman Davis stated that all tools should be marked with some color of paint, Councilman Orr suggested getting a die stamp to mark all the tools; this will show that the tools belong to the Town of Brooklet.

Councilman Newman sent Billy Taylor to Lowe's to purchase materials to build a rack at the shop to keep all the city signs organized, this way they can start keeping an inventory on what we have and what we don't. Councilman Newman would also like to get all of the supplies for the water system repairs organized for inventory. There is also a list of about 50 fire hydrants that need to be changed out, they are 2-2 1/2 inch caps and they need to be 4 inch caps.

Councilman Newman suggests that a schedule be set to start changing the fire

hydrants out. SPLOST will pay for water improvements. Mayor Grooms would like for there to be somebody to have supervision and control over these items.

COUNCILMAN ORR: Newly Elected Official; Councilman Orr is very concerned and would like to have an administrative structure/organizational chart to refer to, therefore, the Mayor and Council can have a structure/chart to refer to when something needs to be done; which will guide them the least expensive way but the most efficient way.

COUNCILMAN STANOFF: Will be helping Councilman Davis with the movie that is going to be filmed in Brooklet; he contacted Dixieland Cruisers, a car company in Pooler; they have agreed to provide a few 1957 Chevy model cars for the film.

Councilman Stanoff would like to have a dry erase board placed on the wall in the Council room, this way everyone can get more of a visual understanding than just listening to any presentations that Council may have in the future. Everyone agreed to Councilman Stanoff's suggestion.

ATTORNEY HUGH HUNTER: Welcomes all the new Council members.

CHIEF MIKE BUCHAN: Gave the monthly report for the Police Department. As Councilman Davis stated in his report, there have been several applications turned in for the full time opening for a Certified Police Officer; Chief Buchan was impressed with the number of applicants that applied; as of now, they are reviewing the ones who qualify and will be making a decision by the next City Council meeting.

8. CONSENT AGENDA:

9. OLD BUSINESS:

1. Ordinance on Manufactured Homes.

Councilman Newman would like to table this matter till next month; therefore, the new council members can become familiar with the changes made to this ordinance. Councilman Newman made the motion to table this item; motion was seconded by Councilman Orr and passed with all ayes.

10. NEW BUSINESS:

MAYOR AND COUNCIL TO MAKE THE FOLLOWING

APPOINTMENTS FOR THE YEAR 2010.

1. CHARTER SECTION 2-7; The City Council shall, at its first meeting after the election, elects one of its members as Mayor Pro-Tem.

Mayor Grooms would like to elect Councilman Newman as Mayor Pro-Tem; Councilman Davis made the motion to accept Councilman Newman as the new Mayor Pro-Tem; motion was seconded by Councilman Stanoff and passed with all ayes.

2. CHARTER SECTION 3-8; Appointment of a City Attorney.

Councilman Newman made the motion to continue using Attorney Hugh Hunter as our City Attorney; motion was seconded by Councilman Davis and passed with all ayes.

3. CHARTER SECTION 3-9; Appointment of a City Clerk.

Councilman Newman made the motion to appoint Lori Prosser as the new City Clerk; motion was seconded by Councilman Davis and passed with all ayes.

4. CHARTER SECTION 3-9; Appointment of a City Marshall.

Councilman Newman would like to make a motion to nominate Chief Buchan as the new City Marshall; motion was seconded by Councilman Orr and passed with all ayes.

5. CHARTER SECTION 3-10; Appointment of a City Treasure.

Councilman Stanoff made the motion to appoint Belle Gay as the City Treasure; motion was seconded by Councilman Newman and passed with all ayes.

6. CHARTER SECTION 3-11; Appointment of an Accounting Firm.

Councilman Orr made a motion to put out bids for a new accounting firm; motion was seconded by Councilman Stanoff and passed with all ayes.

7. CHARTER SECTION 4-02; Appointment of a Municipal Court Judge.

Councilman Newman made the motion to continue using Judge Lovett Bennett as our Municipal Court Judge; motion was seconded by Councilman Orr and Passed with all ayes.

8. CHARTER SECTION 2-09; Appointment of Committees.

Police Department - Councilman Davis

Streets - Councilman Newman

Water - Councilman Smith

Finance - Councilman Orr

Solid Waste/Garbage - Councilman Stanoff

11. MOTION TO CLOSE THE REGULAR SESSION.

Councilman Orr made a motion to close the regular session; motion was

seconded by Councilman Newman and passed with all ayes.

MOTION TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL MATTERS.

Councilman Davis made a motion to go into executive session for the purpose of discussing a personnel matter; motion was seconded by Councilman Newman and passed with all ayes.

12. MOTION TO CLOSE THE EXECUTIVE SESSION.

Councilman Davis made a motion to close the executive session; motion was seconded by Councilman Newman and passed with all ayes.

MOTION TO OPEN THE REGULAR MEETING BACK INTO SESSION.

Councilman Davis made a motion to open the regular meeting back into session; motion was seconded by Councilman Smith and passed with all ayes.

Due to the economy, the town has some positions in the city that may be done better under a contract basis.

Councilman Orr made a motion to eliminate the position of the Building Inspector and assign whatever peripheral duties attached to that position to other personnel; motion was seconded by Councilman Stanoff and passed with all ayes.

PUBLIC PARTICIPATION ON AGENDA ITEMS. These comments shall be limited to the subject that is being debated. Members of the public may speak for five minutes and may only speak once. Anyone wishing to speak at any meeting must be recognized by the Mayor before addressing the board.

10. ADJOURNMENT.

Mayor Grooms asked for adjournment.

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