

BROOKS TOWN COUNCIL MEETING  
MINUTES

Monday, June 16, 2014

Mayor Langford led the Invocation and the Pledge then called the meeting to order.

Council members present:           Lewis Harper  
  Scott Israel  
  Ted Britt  
  Jake Kunz

Council members absent:           Todd Speer

Prior to tonight's meeting, the proposed Agenda for June 16, 2014 was provided via email to the Mayor and Council Members for review. Mayor Langford asked for approval to add/discuss Brooks Tree Ordinance as well as Tree Maintenance (Post Office property). Mayor Langford also requested to add an Executive Session to discuss Personnel and Property matters. Lewis Harper made a Motion to approve the agenda; Scott Israel offered a second. The vote to approve the Agenda as amended was unanimous.

Prior to tonight's meeting, the proposed Minutes of the April 21, 2014 meeting were provided via email to the Mayor and Council Members for review. Councilman Scott Israel abstained from the vote as he was not present. Ted Britt made a Motion to approve the minutes; Jake Kunz offered a second. The Minutes of April 21, 2014 were approved.

Prior to tonight's meeting, the proposed Minutes of the May 19, 2014 meeting were provided via email to the Mayor and Council Members for review. As there was no quorum vote upon the Minutes, this item will be held in abeyance until a quorum is present. (Note: Ted Britt & Jake Kunz must abstain as they were not present in May.)

**PUBLIC HEARING:** Budget for Fiscal Year Ending June 30, 2014

Mayor Langford opened the Public Hearing on Proposed Budget for Fiscal Year July 1, 2014 – June 30, 2015. Cynthia Winkle provided the Mayor pro tem and Council Members with materials which compare the Actual expenditures of FYE June 30, 2013 with Year to Date expenditures of June 30, 2014 with the Final Budget for FYE June 30, 2014 and a Proposed Budget for FYE June 30, 2015. During the discussion of budget figures, it was determined to amend the budget to include copier replacement costs, add an additional \$100 to library budget for heating/air maintenance and to lower cemetery lot sales estimates.

Mayor Langford welcomed comment from the public. Although there were residents in attendance, there was no comment offered and as a result, Mayor Langford closed the Public Hearing. Councilman Lewis Harper made a Motion to adopt the proposed budget. Scott Israel

seconded the Motion. The Council present voted unanimously to adopt the Budget for Fiscal Year Ending June 30, 2015 which anticipates Revenue of \$5975.00.

**Appearances:**

None

**Committee Reports:**

Mayor's Report – Mayor Langford reminded the Council that Ethics Reports and Personal Financial Disclosure forms are due by the end of June 2014.

Planning and Zoning - Eddie Lanham requested permission to contact legal concerning a non-conforming lot on Brooks Road. After a brief discussion Scott Israel made a Motion to approve funds for this service; Jake Kunz seconded the Motion. The Council members present voted unanimously to approve the Motion.

Mr. Lanham also requested information concerning the Planning and Zoning Committee. There is a question as to current members and chairman. Mayor Langford agreed to look into the matter.

Mr. Lanham also requested a formal letter from the Town of Brooks be drawn up concerning property maintenance within the Historical District of Downtown Brooks. There are several lots that are not complying with the current Ordinance. Town Manager, Cynthia Winkle, agreed to compose such a letter.

Recreation – No one was present from the Recreation Department but the Council proposed a review of the Recreation Department Lease which is due for renewal in September. They would like to review Maintenance in the “outer / unused” field areas.

Cemetery – None

Library/VPO – Kim Bradley reported that the new roof is in place; no leaks or problems at this time.

Water and Sewer – None

Financial – Financial materials were provided to the Mayor and Council Members by Cynthia Winkle for discussion and further review at their convenience.

LMIG Project Planning – Cynthia Winkle is still in contact with the DOT and Fayette County. Dane Bishop is our new contact.

**Unfinished Business:**

Brooks Chapel – Marge Counts reported that there has been a small electrical problem with the outdoor lighting and junction box that is being looked into. Mrs. Counts also asked that the rental fees of both Brooks Chapel and Hardy Hall be verified. Mrs. Winkle confirmed that the rental cost of the Chapel is \$650 (which includes access to Hardy Hall) and Hardy Hall alone is \$50 for Brooks residents, \$80 for non-residents. These amounts include the cleaning fees.

Library Renovation Status – None

Signage - Eddie Lanham has received several calls concerning missing signs in the Brooks area. Both speed limit signs, on Brooklet Court and Carrington Lane are gone. Mr. Lanham and any other Councilman who notices missing street, speed limit, city limit, etc. signs are to email Cynthia Winkle as soon as possible. Mrs. Winkle will compile a list and contact Fayette County.

Tree Maintenance – Cynthia Winkle reports that the property in front of the Post Office with the damaged trees is owned by a company in Sarasota, FL. It was determined that since this property is located in the Historic District of Brooks, a letter about the Property Maintenance will be sent as soon as one is ready.

Tree Ordinance – After a brief discussion, Mayor Langford agreed to review and revise the current Tree Ordinance. It will be ready for the Councils review at the next Town Council Meeting.

#### **New Business:**

Railroad Crossing/Maintenance – Councilman Jake Kunz spoke with a representative of Norfolk Southern Railroad. He was told that nothing can be done with the railroad track/crossing at this time.

Water Billing Service Agreement – During the March 17, 2014 an email from Steve Rapson with Fayette County Water Authority was discussed, stating water billing rates were increasing from \$1.00 per bill to \$1.62 per bill. This evening, Mayor Langford signed this agreement from the County.

#### **Any Other Business:**

None

At this time, in order to discuss a property and personnel matter, Mayor Langford called for an Executive Session and the Council Members present voted unanimously to enter into Executive Session. (See Affidavit Pursuant to O.C.G.A. Sec. 50-14-4.)

At the conclusion of the Executive Session, Mayor Langford indicated that he would execute the required Affidavit and further, stated that the Minutes of the Executive Session will be reviewed at the July 21, 2014 Council Meeting and determined to be open or closed to the public.

Respectfully Submitted,

---

Kim Bradley, Town Clerk