

BROOKS TOWN COUNCIL MEETING
MINUTES

Monday, November 16, 2015

Councilman Scott Israel led the invocation; Mayor Langford led the pledge and called the meeting to order.

Mayor: Dan Langford

Council member present: Scott Israel
Lewis Harper
Ted Britt
Todd Speer

Members Absent: Jake Kunz
Eddie Lanham, Zoning

Prior to tonight's meeting, the proposed Agenda for November 16, 2015 was provided via email to the Mayor and Council Members for review. Councilman Scott Israel offered a Motion to approve the Agenda as presented. Todd Speer offered a Second. Vote was unanimous, all in favor.

Prior to tonight's meeting, the proposed Minutes of the July 20, 2015, August 17, 2015 and October 19, 2015 meetings were provided via email to the Mayor and Council Members for review. The Minutes from July were reviewed. Todd Speer offered a Motion to approve. Lewis Harper offered a Second and Minutes were approved (T. Britt abstained). The Minutes from August were also reviewed. Lewis Harper offered a Motion to approve. Ted Britt offered a Second and these Minutes were approved as well (T. Speer abstained). As there was not an available quorum of Councilmen present for the October meeting Minutes to be approved, this item will be held for the December 2015 Council Meeting.

Public Hearing - FY2016 Budget Amendment (1st Reading) - Town Manager, Ellen Walls, presented updated Budget Information including a Library donation, Fayette County Historical Society donation and revised Capitol Improvement funds. Mayor Langford invited questions or comments from the public present. Being none, it was noted that the 2nd Reading and Adoption will take place on December 21, 2015.

Appearances: None

New Business:

A. Administrative Policies and Procedures - Ellen Walls presented Mayor and Council packets of new Policies and Procedures, recommended by the Town Auditor, for review. These will be added to at every meeting until completed, at which time the Council will vote the P & P into place and notebooks will be compiled. These P & P are guidelines are for, but not limited to, Accounting, Auditing and Financial Reporting.

Unfinished Business: None

Committee Reports (if any):

Mayor's Report - Mayor Langford stated Liberty Tech Charter School has made an offer to purchase the old BES building. Vote is to take place this evening. Additional property has been offered to the TOB from the Putman Family; E. Walls is to Quit Claim (2 parking spaces adjacent to "Well House" property

at the corner of Hwy 85 Connector and McIntosh Road). Mayor Langford introduced our new Councilman, Brian Davis, who will join the Council as of January 2016.

Planning and Zoning - P & Z Director Eddie Lanham was not present. Ms. Walls made mention of a large sign at the corner of Hwy 85 Connector and Brooks-Woolsey Road. She had a few complaints about it the previous week but Mr. Lanham contacted the company and it was promptly removed.

Recreation – Financial Information was received and reviewed by Mayor and Council. E. Walls discussed the liason position requested by Councilman Jake Kunz in the October meeting. After a discussion with BAR Director Ty Mueller, it was decided that such a position is not needed at this time. TOB Lawyer, David Winkle, was also consulted and agreed this position would be entirely up to Mayor, Council and BAR.

Clerk's Report – Kim Bradley reports the new library is doing well with new visitors and patrons. Half of the overflow of books that have been for sale in the old garage were purchased by Stalwart Productions. The rest of the books were offered for free to anyone interested and the remainder have been disposed of. Mrs. Bradley is preparing Occupational Tax/Business License letters for Brooks Residents with Business Licenses; these will be mailed in December.

Manager's Report – Town Manager, Ellen Walls, presented Mayor and Council with monthly financial information for review. Cemetery right-of-way has been hydro-seeded to stabilize ground around trees; may need another treatment in Spring. New Town Hall is being painted, inside and out. Landscaping will be underway soon. The Old Fire Station, to be known as Brooks Station, has been cleaned out and is ready for storage. Structural repairs to take place soon as well as painting, new roof and plans for a mural on the side of the building. Mrs. Walls has met with FCPW to discuss roadway, sidewalk and water system improvements. She received approval of Mayor and Council to interview engineers for new roadway designs, specifically, the Butler Road/Hwy 85 Connector intersection and future projects.

Other – A local resident questioned plans for paving Butler Road between Brooks Road and Hwy 85 Conn. Only the redesign of Butler Road/Hwy 85 Connector is planned at this time.

Any Other Business:

- A. Discussion of Council Meeting dates for Dec. 21, 2015 (Christmas Week), Jan. 18, 2016 (MLK Day) and Feb. 22, 2016 (President's Day). Mayor and Council agreed to keep meeting date of Dec. 21, 2015. Dates in January and February will both be moved back a week making these meetings on Jan. 25, 2016 and Feb. 22, 2016.
- B. Scott Israel - WHS Guitar Concert - WHS would like to hold another Guitar Concert/Recital in the Brooks Chapel. E. Walls approved Chapel use for this event. Mr. Israel and music teacher at WHS will discuss availability with Marge Counts.
- C. Reminder to Mayor, Council and Public about the Christmas Tree Lighting, Santa and Concert on Sunday, Dec. 6, 2015 @ 5:30.
- D. Councilman Lewis Harper offered a Motion to approve Christmas bonuses to TOB employees. S. Israel offered a Second; Vote was unanimous.

There being no other business, Lewis Harper made a Motion to adjourn which was seconded by Todd Speer. The Council Members present voted unanimously to adjourn and Mayor Langford closed the meeting.

Respectfully Submitted,

Kim Bradley, Town Clerk