

BROOKS TOWN COUNCIL MEETING  
MINUTES

Monday, December 15, 2014

Mayor Dan Langford was running a few minutes late and so, Lewis Harper served as Mayor pro tem to begin. Lewis Harper led the invocation, pledge and called the meeting to order.

Council members present:                    Lewis Harper (briefly as Mayor pro tem)  
   Scott Israel  
   Todd Speer  
   Ted Britt  
   Jake Kunz

Council members absent:                    None

Prior to tonight's meeting, the proposed Agenda for December 15, 2014 was provided via email to the Mayor and Council Members for review. Councilman Scott Israel made a Motion to approve the agenda; Todd Speer offered a second. The vote of the Council was unanimous in favor of the Motion to approve the Agenda for December 15, 2014.

Prior to tonight's meeting, the proposed Minutes of the November 17, 2014 meeting were provided via email to the Mayor and Council Members for review. Ted Britt made a Motion to approve the Minutes as presented and Scott Israel offered a second. The vote of the Council was unanimous, all in favor of the Motion to approve the Minutes of November 17, 2014.

At this point Mayor Langford joined the meeting and Mayor pro tem Harper stepped down and returned to his seat as Councilman.

**Appearances:**

Ms. Christi McCully from Liberty Tech Charter School presented information to Mayor and Council about the Town of Brooks, residents and officials, "partnering" with Liberty Tech. They are looking for volunteers, donations, etc. Ms. McCully stated there will be a Commission Interview sometime in June 2015. Mayor Langford volunteered as a supporter/spokesman at this meeting; Councilman Scott Israel volunteered as a backup.

**Public Hearing and First Reading:** Mayor Langford opened the Public Hearing and First Reading of the proposed Environmental Ordinance. The Ordinance was reviewed, including definition of a wooded lot. Mayor Langford asked for comment from the public. There being no comments Mayor Langford announced the 2<sup>nd</sup> reading and adoption will take place during our next Council Meeting on January 26, 2015.

Town Manager, Ellen Walls, also discussed the proposed Resolution of the Capital Improvement Element (CIE) and Short-Term Work Program (STWP) and authorization of the Transmittal document to the Atlanta Regional Commission for Coordination of Regional and State Review.

Mayor Langford also welcomed comment from the public. There being none, Lewis Harper made a Motion to sign the transmittal form; Jake Kunz offered a second; vote was unanimous and Mayor Langford closed the Public Hearing.

**New Business:** None

**Unfinished Business:** None

**Committee Reports (if any):**

Mayor's Report – None

Planning and Zoning - Eddie Lanham was not present this evening. Mr. Joe Prater made an appearance before Mayor and Council requesting Conditional Zoning for an Assisted Living Facility to be considered for the old Brooks Elementary School. Mr. Prater realizes the Liberty Tech Charter School has already requested use of the school. Mayor Dan Langford will discuss zoning issue with Mr. Lanham and will be in contact with Mr. Prater.

Recreation – None

Clerk's Report – Occupational Sales Tax/Business License letters were mailed on Dec. 15, 2014 to all local business who purchased a license last year. Library parking lot was sealed and painted over the weekend and looks great. Many thanks to local Brooks resident Jed Raines for his generous donation and work.

Manager's Report – Financial materials were provided to the Mayor and Council Members by Ellen Walls. Cemetery sales have been slow; still receiving payments from last year's payment plans. Mrs. Walls is still requesting and receiving quotes for downtown improvements, including tree trimming/removal in Putman Park. Mayor Langford recommends removal to avoid any further problems. Todd Speer made a Motion to remove tree; Ted Britt made a second to the Motion. The vote was unanimous for removal of the tree, paying no more than \$1800.

Other – Mayor Dan Langford wishes to donate ½ of a cemetery plot (room for 1 casket or 2 cremations) for anyone in Brooks with indigent needs. He also suggests we keep one lot available for such uses after this lot is used. Ellen Walls will prepare an acknowledgement letter for this donation. Scott Israel made a Motion to accept this lot; Todd Speer offered a second; vote was unanimous. Scott Israel also made a Motion for Mrs. Walls to prepare a letter to Mr. Langford; Ted Britt offered a second; vote was unanimous.

**Any Other Business:** None

At this time, in order to discuss a property matter, Mayor Langford called for an Executive Session. Lewis Harper made a Motion to enter into Executive Session, Ted Britt seconded the Motion and the vote was unanimous. (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 January 26, 2015 Council Meeting and determined to be open or closed to the public. Lewis Harper made a Motion to exit the Executive Session and continue with the regular Council Meeting; Jake Kunz offered a second and the vote of council present was unanimous.

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

Respectfully Submitted,

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Kim Bradley, Town Clerk