

BROOKS TOWN COUNCIL MEETING
MINUTES

Monday, December 16, 2013

Mayor Langford led the invocation and pledge and then called the monthly meeting to order.

Council members present: Lewis Harper
 Scott Israel
 Todd Speer

Council members absent: Jake Kunz
 Ted Britt

Prior to tonight's meeting, the proposed Agenda was provided via email to the Mayor and Council Members for review. Town Manager, Cynthia Winkle asked that an additional appearance be added. Ms. Sandra Ostrander was present to announce her rental of a building in Downtown Brooks. Councilman Scott Israel also requested to be added under New Business to discuss the first meeting of the Fayette Steering Committee. The Council was in agreement to make these changes. Scott Israel offered a Motion to approve the Agenda and Todd Speer offered a second to the Motion. The Council unanimously voted to approve the Agenda for December 16, 2013.

Also prior to tonight's meeting, the proposed Minutes from the November 18, 2013 meeting were provided via email to the Mayor and Council Members for review. As Council Members Jake Kunz and Ted Britt were not present there was not a quorum of Members to vote on the Minutes of November 18, 2013 so the matter was tabled until January 27, 2014.

Appearances:

Ms. Sandra Ostrander appeared before the Council this evening to announce her building rental and signage for her business, Antiques and More. Ms. Ostrander is leasing the old "Oohs and Aahs" shop on 85 Connector. She will be open for business Monday thru Saturday beginning January 9, 2014 selling antiques and collectables. She also noted they will have estate sales once a month at this location as well as online. She has been in contact with Mr. Lanham, Town of Brooks Zoning Administrator, and everything is proceeding smoothly.

Mrs. Marge Counts with the Brooks Woman's Club also appeared before the Council with a proposed rental agreement for Hardy Hall and the Church Building. Rental on the Hardy Hall building will basically remain the same. Proposed rental fees of the Church are \$500 with a refundable deposit of \$150 and also a \$100 custodial fee. Mrs. Counts will provide email copies of these agreements to Council for review. This matter will be added to the agenda for January 27, 2014 for discussion along with Church name/signage.

Mrs. Counts also provided an update on progress at the Church Building. Work is nearly completed but a few more minor issues have surfaced. Mrs. Counts presented the Council with a

request for approximately \$5425, which includes landscaping and miscellaneous supply costs. The Council was in agreement that these items are necessary. Scott Israel made a Motion to cover these expenses up to \$6000 from Brooks Capital Improvement Fund to finalize this project. Lewis Harper offered a second to this Motion. The Council voted unanimously to approve this payment.

Committee Reports:

Mayor's Report – Mayor Langford presented a receipt for reimbursement of \$24.31 from a breakfast meeting with the Brooks Town Attorney. Mayor Langford also noted that he was approached by Michael Weatherup, to be considered for Jerry Lynch's cemetery/maintenance job whenever Mr. Lynch is ready to retire.

Recreation – None

Planning and Zoning – Eddie Lanham was present but had nothing to report. He did mention that he is working with Ms. Ostrander. Everything seems to be in order concerning her signage and there are no parking issues or requirements at this time.

Cemetery – Mayor Langford reported receiving an email from Al Hardy concerning several issues. The steps around the monument in the center of the Cemetery are crumbling in a few areas. Mr. Hardy is to review costs and repair as long as cost is within budget. Mr. Hardy is also to set prices for single cemetery lots as discussed in November 18, 2013 meeting.

Library – Kim Morris reported to the Mayor and Council that the VPO sold all the Christmas stamps ordered.

Water and Sewer – None

Financial – Financial materials were provided to the Mayor and Council Members for discussion.

Unfinished Business:

Audit – (Winkle) Cynthia Winkle stated she has communicated with the auditor several times. Audits (2012 & 2013) should be completed soon.

2013 LMIG Roadwork – Cynthia Winkle noted that after the completion of roadwork we are able to roll \$84.75 over into our 2014 LMIG funding.

2014 LMIG Project Planning – At the October 2013 Town Council Meeting Mayor Langford asked for project ideas for 2014 LMIG funds. Projects to be submitted are as follows:

- a. Re-pave road/gutter area in front of library
- b. Re-do intersection of Brooks Road and 85 Connector (2 step project)
- c. Pave Butler Road between 85 Connector and Brooks Road
- d. Dust control on Julia Crossing

Council members are in agreement that these projects would benefit the Town of Brooks. Lewis Harper made a Motion to approve these projects for submission. Scott Israel offered a second to the Motion. The Council voted unanimously to submit these projects for the 2014 LMIG Grant.

Soil Erosion and Sedimentation Control – EPD (Status – Winkle) – Cynthia Winkle was happy to inform the Council that our application has been approved. The Town of Brooks will work directly with Fayette County on these matters.

Library Renovation – Cynthia Winkle announced that the revised Library plans are complete and our architect, Donald Cobb, is ready at any time to meet with the County. Council will hold off on parking issue until we obtain more information. No Executive Session will be needed at this time.

S.P.L.O.S.T - After a brief discussion it was decided it will be in Brooks best interest to return old, unused S.P.L.O.S.T. money to the County. Mayor Langford will discuss this matter with Mr. Steve Rapson of Fayette County to determine the best way to handle the situation.

New Business:

- A. GIRMA – Renewal Information Request – Councilman Lewis Harper volunteered to handle paperwork. Due date of January 20, 2014.
- B. Fayette Vision/Steering Committee – Councilman Scott Israel attended the first meeting of the Steering Committee. They are discussing growth, crime rate, transportation, entertainment issues, etc. within the county. He encouraged the entire council to complete a survey about these issues at fayettevision.org.

Any Other Business:

Town Manager, Cynthia Winkle, questioned the Council about holiday bonuses for Town employees. After a brief discussion Lewis Harper made a Motion to approve the same bonus amounts as last year (2012). Todd Speer made a second to the Motion. The issue of holiday bonuses was unanimously approved by vote of Council Members.

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

Respectfully Submitted,

Kimberly A. Morris, Town Clerk