



BROOKS TOWN COUNCIL MEETING

MINUTES

June 16, 2025

Council Member Scott Israel gave the Invocation, Mayor Langford led the Pledge, and then called the meeting to order at 6:30 p.m.

Mayor: Daniel Langford

Council Members Present: Ted Britt
Kay Brumbelow
Brian Davis
Scott Israel

Guests: Tom Lacy, Town Attorney – Lindsey & Lacy

The proposed agenda for Monday, June 16, 2025, was emailed to the Mayor and Council Members for review before tonight's meeting. L. Spohr announced that the introduction of the Liberty Tech principle would not take place due to the principal being unavailable and asked that the agenda be amended to remove the introduction and reschedule it for next month. Mayor Langford asked for a motion to approve the amended agenda; Council Member Scott Israel motioned to approve the agenda as amended, and Council Member Kay Brumbelow seconded the motion. The vote was unanimous.

The draft Council Meeting Minutes for Monday, May 19, 2025, were emailed to the Mayor and Council Members for review before tonight's meeting. Mayor Langford asked for a motion to approve the Council Minutes; Council Member Brian Davis motioned to approve the May 19, 2025, minutes, as presented; Council Member Scott Israel seconded the motion. The vote was unanimous, with Council Member Ted Britt abstaining.

Announcement:

Mayor Langford announced Todd Speer's resignation from the council on Friday, June 6, 2025, after serving 15 years on the council, due to the sale of his home and moving out of Brooks. We are deeply grateful for his service and influence in the community for many years.

Introduction:

Moved to next month's meeting

Second Reading – FY2026 Budget:

L. Spohr reviewed the proposed FY 2026 budget. L. Spohr read the importance of municipal incorporation and the local government requirements that qualify the Town of Brooks as a local government. The proposed balanced budget for FY2026 General Fund is \$622,719, and the Enterprise Fund is \$43,000. The proposed FY2026 Revenue is \$472,719, and the proposed 2023 SPLOST revenue is \$150,000. The proposed "tax" revenue is \$391,169, 49% of which comes from LOST, 16% from Property Taxes, and the remaining from insurance premium tax, franchise

fee tax, and TVAT taxes. The proposed expenses total \$472,719, with administration accounting for 57% of the budget. The remaining 43% of the budget is allocated to the following areas: LMIG, Cemetery, Library, Parks and Recreation, Public Works/Government Building, Capital Projects, and Stormwater.

L. Spohr reported that the millage rate will remain at 1.129 mills because the proposed LOST revenue increase will be from \$170,000 to \$190,000. Overall, the proposed balanced budget reflects a 5.8% increase from last year, which includes the 19.3% increase for property and liability insurance.

L. Spohr stated that the 2.93% COLA increase, which was suggested by the council at the last meeting for town employees only, was included in the presented FY2026 budget.

L. Spohr requested that the FY2026 budget be approved under the agenda item "Old Business."

Public Hearing for the FY2026 Budget

Mayor Langford opened the Public Hearing at 6:44 p.m. and asked if there were any questions from the council or the audience.

A resident at 130 Brooks Rd asked what the millage rate was for FY2025. L. Spohr responded that she would look it up and answer after the meeting. After checking, L. Spohr responded that the millage rate was 1.129 mills, the same as presented in the FY2026 Budget.

A resident at 113 McIntosh stated that the Brooks Chapel walk area needs updating and improvement for safety purposes, specifically in the section with crushed slate and flagstone.

After hearing no additional comments, Mayor Langford closed the public hearing at 6:47 p.m.

Old Business:

FY2026 Budget Adoption:

Mayor Langford asked for a motion to approve the FY2026 Budget as presented; Council Member Scott Israel motioned to approve the FY2026 Budget, as presented; Council Member Ted Britt seconded the motion. The vote was unanimous.

2023 SPLOST Sidewalk Project/Extension:

M. Ungaro provided an update on his meeting with Council Member Scott Israel regarding the project presented last month. The parking stalls presented the previous month have been removed from the 40-foot-wide portion of the Hwy 85 Connector. At the intersection of Price Road and the Hwy 85 Connector, left and right turn lanes will be marked, as there are currently no markings in place. At the northwest corner of that intersection, the drastic drop off will be raised by using river rock, and the storm inlet will also be raised to meet the grade. The sidewalk will still be placed at the back of the curb and will match the new four-foot-wide sidewalks recently installed. A crosswalk will be painted along the railroad crossing to connect the recently installed sidewalk and

the newest phase of the project. The proposed sidewalk extension would run north along Hwy 85 Connector, staying at least 16' away from the closest portion of the house located at 943 Hwy 85 Connector. At Price Rd., the sidewalk would turn west and cross midblock before the school entrance. At the school entrance, the four feet of the existing fire lane would be used as a pedestrian facility. Utilizing the fire lane as a dual-purpose facility will save 430's concrete sidewalk. From the school, the sidewalk will continue to the cemetery and end there. M. Ungaro presented an engineer's plan with a note and asked if there were any further questions to contact him for further clarification. The contractor currently being used for the 85 Hwy/McIntosh Rd project has submitted a bid of \$91,510. This represents a substantial reduction from the original \$145,900 and is due to the shorter length of the concrete sidewalk and the use of regular pedestrian crossing signs instead of solar-powered illuminated signs. M. Ungaro requested approval of the contractor's bid in the amount of \$91,510.

Mayor Langford asked if there were any questions from council, hearing one, Mayor Langford asked if there was a motion to approve the 2023 SPLOST Sidewalk Project/Extension as bid of \$91,510; Council Member Scott Israel motioned to approve the contractor bid of \$91,510, as presented; Council Member Kay Brumbelow seconded the motion. The vote was unanimous,

New Business:

Resolution 2025-006 – Add Post 5 to the 2025 November Municipal Election

L. Spohr explained Resolution 2025-006 would allow Post 5 (Council Member Todd Speer's post) to be included as a special election in the upcoming 2025 November Municipal election, which would then eliminate the need for a special election in September. According to the Town's Charter, this is allowed since the post was vacated with more than twelve months remaining in its term. A local renter requested that a special election be held to fill the post immediately. After reviewing the Town Charter and considering the substantial costs to the Fayette County Board of Elections, as well as the request from County Administrator Steve Rapson, it is recommended that the Town of Brooks approve Resolution 2025-006, which adds Post 5 to the November 4, 2025, election. The candidate who receives the most votes for Post 5 will be sworn in at the November 21, 2025, council meeting. A public notice will be placed in the Fayette County newspaper regarding this special election and the qualifying dates for this post.

Mayor Langford asked for a motion to approve Resolution 2025-006 as presented; Council Member Brian Davis motioned to approve Resolution 2025-006, as presented; Council Member Scott Israel seconded the motion. The vote was unanimous.

Approval of Asphalt Paving Contract Invoice

M. Ungaro presented a \$174,945.09 invoice for asphalt paving that has been completed on Brooklet, Brookside, Carrington, and Railroad for approval. M. Ungaro requested that the Fayette County Road Department review the work performed to determine if it was satisfactory, given some complaints. After their review, it was reported that the work was performed correctly. The work performed included surface treatment, a single application of micro surfacing, and a scrub

seal with cover aggregate, which adds eight years of life to these roads. This resurfacing is approximately one-fourth of the cost of doing a traditional repaving.

Mayor Langford asked for a motion to approve Asphalt Paving Systems Invoice 253005-2 for \$174,945.09; Council Member Ted Britt motioned to approve Asphalt Paving Invoice 253005-2 for \$174,945.09 as presented; Council Member Kay Brumbelow seconded the motion. The vote was unanimous.

2023 SPLOST Project – Road Resurfacing, Morgan Mill

M. Ungaro presented a road resurfacing proposal presented by Fayette County for \$55,000, for the section of Morgan Mill Road between the Hwy 85 Connector and Brooks Woolsey Road. This project would involve milling the road surface and applying 1.5 inches of asphalt, which would provide a good lifespan for the road for at least another twelve years. The work requires an intergovernmental agreement that states the work will be performed by the Fayette County Road Department, with the Town only incurring the cost of materials. Fayette County will provide the labor and equipment for this project. I request that the Council approve the intergovernmental agreement that was sent for review before tonight's meeting, as well as the authorization for the Fayette County Road Department to perform the mill and resurface the road on Morgan Mill, between Brooks Woolsey and the 85 Connector, at a cost of no more than \$55,000.

Mayor Langford asked for a motion to approve the IGA and Authorization for Work to be performed by the Fayette County Road Department for the Morgan Mill resurfacing project as presented; Council Member Brian Davis motioned to approve the IGA and Authorization for Work, as presented; Council Member Scott Israel seconded the motion. The vote was unanimous.

Committee Reports:

Mayor's Report:

Mayor Langford reported attending the Bray elected official dinner the past week in Brooks, which began as a fish fry in Bray's basement about 25 years ago. The Fayette County Chamber now handles it, and it is very well attended. Mayor Langford would love to invite the council to participate next year. Mayor Langford looks forward to the mayoral breakfast this coming Thursday.

Planning and Zoning:

M. Ungaro reported that 124 Gable is having a new foundation poured; once cured, framing will take place, and EMC will run electricity.

Recreation:

Chris Moody shared that their silent auction for themed baskets will be held at the Brooks Market on June 21st, as it was previously postponed due to rain. Additionally, All Stars took place this past weekend, and two age groups advanced to the state level, which is a notable achievement for Brooks.

Library:

K. Bradley reported that the library is in the middle of Brooks Book Bingo and continues through the end of summer. The new section of the cemetery has been selling quite nicely since it opened. Six lots have been sold.

Town Clerk Report:

L. Spohr reported another new trash customer, and that trash bills will be processed in the first week of July. In recent weeks, the Town has received multiple open records requests, which are typically fulfilled within 24 hours, except for one that has just been received. Due to the current workload, it will take an additional amount of time to fulfill this request. According to the state of Georgia, the first fifteen minutes of producing information in response to an open records request are free; after that, the request may incur fees associated with compiling the information, as well as fees for copying. The goal of the clerk is to satisfy the request without charge; the open records request is not a revenue-generating section of the budget. A reminder that Personal Financial Disclosures are due from council members who are not up for election, no later than June 30, 2025.

Finance Officer's Report:

The financials for the General Fund and Enterprise accounts were reviewed. May's LOST revenue is up 3.60% compared to last May, up 3.79% for YTD. April 2025's SPLOST revenue was up 3.42% compared to April 2024, and YTD 2023 SPLOST is up 2.99%. The Town of Brooks received an engagement letter from our current auditor, James Whitaker, to perform the FY2025 audit. It is the staff's recommendation to approve the engagement letter, which allows James Whitaker to perform the required FY2025 work at a cost between \$17,000 and \$19,000.

Mayor Langford asked for a motion to approve the engagement letter between the Town of Brooks and James Whitaker for the FY2025 audit as presented; Council Member Kay Brumbelow motioned to approve the engagement letter, as presented; Council Member Brian Davis seconded the motion. The vote was unanimous.

Town Manager Report:**Transportation:**

The median work at Hwy 85 Connector and McIntosh Rd. is 95% completed, with the installation of some GAB to fill voids between the paving and sidewalk remaining. The contractor is waiting for drier weather to remove related debris and material.

On July 22nd, Fayette County's contractor will be paving the Hwy 85 Connector from GA 85 to Woods Road. Please expect delays, and/or use alternative routes. No completion date was provided, but it is expected to take approximately two weeks.

Storm Water:

The first phase of curb and gutter rehabilitation was completed on Hwy 85 Connector, between Price Rd. and the railroad crossing. This fixed 90% of the issues with broken concrete work and drainage issues. The next phase will involve installing an additional drain on the east side

(northbound lane) to alleviate flooding from a sunken area.

Brooks Market:

The June market is this Saturday. We will have two food truck options: BBQ and wood-fired pizza. BAR will also be selling gift baskets for fundraising.

Any Other Business:

The owner of 968 Hwy 85 Connector expressed her dissatisfaction with the Town regarding the placement of the AT&T pole on her property without permission and requests that it be removed, as well as the cutting down of a tree located on the property without approval.

M. Ungaro apologized for the AT&T pole being erected on their property and is in the process of having it removed and relocated to Town property. Regarding the tree removal on their property, this property owner. The issue needs to be discussed with the property owner located at 124 Gable Rd.

Adjourn:

Mayor Langford requested a motion to adjourn the open session of the meeting to proceed with the Executive Session. Council Member Scott Israel motioned to close the open session to proceed with the Executive Session; Council Member Brian Davis seconded the motion. The vote was unanimous. The open session was adjourned at 7:22 p.m.

Executive Session – Opened at 7:26 p.m. / Closed at 7:43 p.m.

Mayor Langford requested a motion to adjourn the council meeting. Council Member Scott Israel motioned to adjourn; Council Member Kay Brumbelow seconded the motion. The vote was unanimous. The meeting was adjourned at 7:44 p.m.

Respectfully Submitted,

Lorey Spohr
Town Clerk