



BROOKS TOWN COUNCIL MEETING

MINUTES

June 17, 2024

Council Member Kay Brumbelow led the Invocation, Mayor Langford led the Pledge, and then the meeting was called to order at 6:30 p.m.

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

Council Members Absent: Todd Speer

Guest: Deborah Bell – Director, Fayette County Planning & Zoning
 Lee Hearn – Fayette County Board Commissioner

The proposed Agenda for Monday, June 17, 2024, was emailed to the Mayor and Council Members for review before tonight's meeting. Mayor Langford asked for a motion to approve the agenda; Council Member Ted Britt made a motion to approve the agenda as presented; Council Member Scott Israel seconded the motion. The vote was unanimous.

The draft Council Meeting Minutes for Monday, May 20, 2024, 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 made a motion to approve the minutes of May 20, 2024, as presented; Council Member Kay Brumbelow seconded the motion. The vote was unanimous.

Public Hearing:

Transmittal Draft to Capital Improvements Element Amendment to ARC:

Mayor Langford opened the public hearing at 6:35 p.m.

Deborah Bell, Director of Fayette County Planning & Zoning, provided an overview of the proposed Fayette County Impact Fee (CIE) Program for Fire Protection and is requesting a resolution to be passed later this evening to authorize the transmittal of the Draft CIE Amendment to ARC. She presented an overview of the impact fee program, including eligible facilities, service areas, service standards, an updated list of projects, and future growth projections. The transmittal draft consists of 28 pages and is available online or upon request. Mayor Langford asked if there were any comments from the Council, and after hearing none, Mayor Langford asked if there were public comments regarding the Transmittal Draft to CIE; after hearing none, Mayor Langford proceeded to the next agenda item under the public hearing.

Rear Set Back Variance Request – 786 Hwy 85 Connector:

M. Ungaro reviewed the variance application requesting an 8' encroachment on the rear property line of 786 Hwy 85 Connector. The request will allow the homeowner to update their home for

their family with minimal or no impact on adjacent properties, and with such, M. Ungaro recommended that the variance be approved later in the meeting under New Business on the agenda. M. Ungaro introduced the builder, Carl Callahan, of Carl's Remodeling, so anyone with questions could ask the builder directly. Council Member Kay Brumbelow mentioned that there's just acreage behind the property line; M. Ungaro said she was correct. Mayor Langford asked if there were any comments from the Council, but there were none. Mayor Langford asked if there were public comments regarding the Variance Application Request for 786 Hwy 85 Connector; after hearing none, Mayor Langford proceeded to the next agenda item under the public hearing.

Second Reading – Future Land Use Map Update:

M. Ungaro reported that the Future Land Use Map was being updated due to either omissions or possible errors discovered during the variance request/approval of 185 Gable Rd.

A work session consisting of the Mayor, Council, Town Manager, Town Clerk, and two residents was held on Thursday, April 11th, to discuss the potential changes to two categories: Agricultural Residential, which comprises 2,948 Acres +/-, and Main Street, which is 94.23 Acres +/- and represents 3.2% of the land. This is the only area with other parcels in question or omissions. After a lengthy discussion, the following recommended changes were presented, and each resident affected by the potential change(s) was notified via USPS.

Recommended changes from Main Street to Agriculture 119 Woods Rd, 139 Woods Rd., 876 Hwy 85 Connector, 886 Hwy 85 Connector, 890 Hwy 85 Connector, 994 Hwy 85 Connector, and 1026 Hwy 85 Connector.

Recommended changes from Agriculture to Main Street: 137 Gable Rd., 141 Gable Rd., and 143 Gable Rd.

M. Ungaro stated that the proposed changes require action this evening under the agenda item Old Business and recommends approving them.

Mayor Langford asked if there were any comments from the Council; after hearing none, Mayor Langford asked if there were public comments regarding the proposed changes to the Future Land Use Map, and with none, Mayor Langford proceeded to the next agenda item under the public hearing.

Second Reading – FY2025 Budget:

L. Spohr reviewed the proposed balanced FY2025 Budget. The FY2025 proposed budget is for the town's Government, Enterprise, and SPLOST funds.

L. Spohr reported that the previously proposed balanced budget was updated to reflect the approved 4% COLA for the town staff. The fund balance will finance the COLA.

Government Funds: \$446,710, SPLOST \$150,000 for a total of \$596,710, Enterprise Funds: Water & Sewer \$4,000, Solid Waste \$27,000, and Storm Water \$12,000 for a total of \$43,000.

L. Spohr stated that the proposed balanced budget reflects no change in the millage rate of 1.207, valued at \$61,609, and forecasts an increase of LOST revenue to \$170k from \$142,500. Expenses have been increased between 2 to 5% due to increases received from utilities, computer subscriptions, and other cost of services and a 14.5% increase received for property and liability

insurance for 2024-2025. Overall, a 5.9% increase in expenses versus the FY2024 budget.

The five-year projected expenses include Hardy Hall roof repair or replacement, Chapel HVAC replacement, replacing signage on Town Hall and banners on Main Street, new computers for the Town Manager and Librarian, finishing the repairs to the Chapel windows, new cushions for the Chapel and as needed replacing interior Town Hall lights as they cease to work.

2017 SPLOST project(s) include engineering and improvements for the 85 Connector/Brooks Rd. 2023 SPLOST projects(s) include library upgrades, cemetery expansion, and other items listed on the referendum.

L. Spohr stated the proposed budget requires action this evening under the agenda item Old Business.

Mayor Langford asked if there were any comments from the Council, and after hearing none, Mayor Langford asked if there were public comments regarding the proposed FY2025 Budget. After hearing none, Mayor Langford closed the public hearing at 6:58 p.m.

Old Business:

Second Reading – Future Land Use Map Update:

Mayor Langford asked if there was any additional information, questions, or comments regarding the Future Land Use Map. After hearing none, Mayor Langford asked for a motion regarding the Future Land Use Map Update. Council Member Scott Israel motioned to approve the Future Land Use Map Update as presented this evening, and Council Member Kay Brumbelow seconded the motion. The vote was unanimous.

Second Reading – FY2025 Budget:

Mayor Langford asked if there was any additional information, questions, or comments regarding the FY2025 Budget. After hearing none, Mayor Langford asked for a motion regarding the FY2025 Budget. Council Member Brian Davis motioned to approve the FY2025 Budget as presented this evening, and Council Member Scott Israel seconded the motion. The vote was unanimous.

New Business:

Authorizing Transmittal of Draft CIE Amendment to ARC Resolution 2024-004:

M. Ungaro stated that the resolution being presented to the Mayor and Council for approval would authorize the transmittal of the Draft CIE Amendment to ARC, which Deborah Bell, Director of Fayette County Planning and Zoning, reviewed during the public hearing.

Mayor Langford asked if there was any additional information, questions, or comments regarding the Transmittal Draft to Capital Improvements Element Amendment to ARC presented earlier. After hearing none, Mayor Langford asked for a motion regarding Resolution 2024-004. Council Member Brian Davis motioned to approve Resolution 2024-004 Authorizing the Transmittal of the Draft Amendment to ARC as presented, and Council Member Ted Britt seconded the motion. The vote was unanimous.

Rear Set Back Variance Request – 786 Hwy 85 Connector

Mayor Langford asked if there was any additional information, questions, or comments regarding the Rear Setback Variance request for 786 Hwy 85 Connector. Council Member Scott Israel asked if the variance would affect any neighbors; M. Ungaro responded that the properties adjacent to the request have a good land buffer and will have minimum impact. Mayor Langford asked again if there were any additional questions or comments. After hearing none, Mayor Langford requested a motion regarding the rear setback variance request. Council Member Brian Davis motioned to approve the rear setback variance presented this evening for 786 Hwy 85 Connector, and Council Member Scott Israel seconded the motion. The vote was unanimous.

Committee Reports:

Mayor’s Report: Mayor Langford stated he did not have a mayoral report for this evening.

Planning and Zoning: M. Ungaro reported that a fence permit was issued for Woods Rd & 85 Connector, and an annexation request was made for parcel ID 0409064. This is for an eight-acre parcel that is landlocked. The owner bought it from Killebrew’s, in addition to purchasing a parcel on the lake just north of it, which is adjacent to the two parcels he already owns. It would be serviced by a private road that the owner will put in for his properties. There will be two readings for this request; the first will be during the council meeting and public hearing scheduled for July 15, 2024, and the second will be during the council meeting and public hearing scheduled for August 19, 2024. Fayette County has been notified of the request.

Recreation: D. Holliman reported that baseball Allstars were held last week and will be held this week, and football and cheerleading will begin in July. Most of the subcontractor work regarding the concession stand has been done, but some electrical work still needs to be completed. Maintenance is planned for both the pre-t and t-ball fields.

Library: K. Bradley reported that the Brooks Library Summer Book Bingo has started off well, with ten new families signing up in the last two weeks. Over twenty bingo cards for mostly the younger ages, four to eight, have been given out. The older ones sign up once they realize they can win an Amazon gift card.

Town Clerk Report: L. Spohr reported that the town continues to receive complaints regarding trash bills not being received via the USPS in a timely manner. Town Hall and the library will be closed on Wednesday, June 19th, in observance of the Juneteenth federal holiday. The Brooks Woman’s Club information has been updated on the town's website.

Finance Officer's Report: L. Spohr reviewed the May financials; LOST increased compared to May 2023. LOST YTD has increased by 8.19%. April 2023, SPLOST was up 1.65% compared to last year's 2017 SPLOST, and for YTD, the 2023 SPLOST is up 2.18% compared to the previous year's 2017 SPLOST. LOST, TAVT, and Rental Income are exceeding the FY2024 budgetary goals.

L. Spohr presented the scope of work and quotes for repairing the Brooks Library's exterior back wall, improving the drainage, reducing/removing water intrusion to the exterior sidewall of the library, and removing mold and is requesting approval this evening using the 2023 SPLOST funds.

Two quotes for the exterior wall repair were received: Quote 1: \$10,791.22, and Quote 2: \$16,800.00. One quote was received regarding improving the drainage and reducing/removing the water intrusion to the exterior sidewall of the library: \$2,110.00. Two quotes were obtained for the

mold removal found on the back exterior wall of the library: Quote 1: \$2,415.00, and Quote 2: \$4,736.17.

The Town Manager and Clerk recommend that the Mayor and Council approve the following quotes using 2023 SPLOST funds.

Exterior Wall: Quote 1 for \$10,791.22 is based on the cost, knowledge, and experience, and the contractor will add no unforeseen additional expenses. The contractor has done previous work for the town with excellent results. Mayor Langford asked if there were any questions or comments regarding the exterior wall quotes. After hearing none, Mayor Langford requested a motion regarding the exterior wall quote. Council Member Scott Israel made a motion to approve quote one in the amount of \$10,791.22 for the repair of the exterior wall of the library. as presented this evening. Council Member Kay Brumbelow seconded the motion. The vote was unanimous.

Exterior Sidewall Repair: The only quote received was for \$2,110.00. The contractor for this repair is the same contractor who, if approved, will be repairing/upgrading the exterior wall. The town has had excellent results with this contractor. Mayor Langford asked if there were any questions or comments regarding the exterior wall quotes. After hearing none, Mayor Langford requested a motion regarding the exterior sidewall repair quote. Council Member Brian Davis made a motion to approve the quote for \$2,110.00 for repairing the exterior sidewall of the library. as presented this evening. Council Member Scott Israel seconded the motion. The vote was unanimous.

Mold Removal: Quote 1 for \$2,415.00. The entire library will receive mold remediation through the library's HVAC system, not just the backroom. Mayor Langford asked if there were any questions or comments regarding the mold removal quotes. After hearing none, Mayor Langford requested a motion regarding the mold removal quote. Council Member Ted Britt motioned to approve quote one for \$ 2,415.00 for mold removal in the library's backroom, as presented this evening. Council Member Brian Davis seconded the motion. The vote was unanimous.

Town Manager Report:

Transportation:

The June Fayette County Transportation Committee meeting was hosted at Hardy Hall. The majority of the meeting was dedicated to a presentation by Pond & Associates for the County's Safe Streets for All action plan. Pond is leading the project.

Over the past several days, two major accidents have occurred at the 85 Connector/Morgan Mill intersection. Previously, after installing our LED signage, we went almost 12 months without an incident. BOC Chairman Lee Hearn has asked the county engineer to look into possible improvements to the intersection.

Council Member Ted Britt stated that the flashing red stop sign at the corner of Morgan Mill and 85 Connector is not working consistently. Mayor Langford also commented on the inconsistency. M. Ungaro said he would investigate.

Council Member Ted Britt asked if the Town could review the accident reports for the two most recent accidents. M. Ungaro reported that he will work with Phil Mallon to obtain the accident reports and examine the intersection to determine whether tree limbs need to be cut while waiting for additional information.

M. Ungaro said more data would be gathered, and a game plan would be developed with the chairman's involvement to find a solution.

Council Member Scott Israel asked if there was an estimated time for getting the information; Commission Lee Hearn replied that he did not have a time frame this evening, but he would work closely with M. Ungaro and can anticipate 30 to 45 days would be a reasonable amount of time to receive the information.

Stormwater:

The cell tower site stormwater stabilization project has been completed and was expertly executed. The block retaining wall should do the job and serve us well for decades to come.

Brooks Market:

The Market was this past Saturday. We had 18 vendors, and almost all did well with sales.

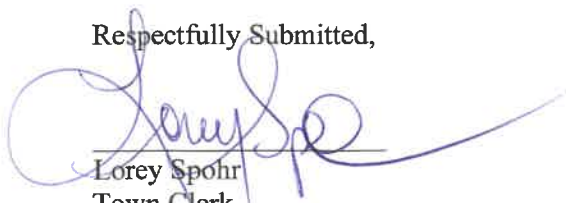
Any Other Business:

Mayor Langford shared that there has been a lot of buzz on Facebook recently, most of it completely unfounded, that the Town of Brooks is on the verge of approving a roundabout for the Gable/Brooks Road/Hwy 85 Connector intersection. Mayor Langford stated the following: "The Town of Brooks business is conducted here, in Brooks council chambers, and not on social media, so typically, I do not respond to Facebook buzz but choose to respond via post: Not sure who thinks the matter will be decided tomorrow night, but it will not be. The council is looking at several options (only one of which is a roundabout) put forth by the county road department. Still, I do not anticipate anything being decided about it in the near future. There are several options to be considered, two of which were put forth by our Town Engineers: Mallet Engineering – realign the intersection or build a roundabout. I am neither an engineer nor a road designer, but I think there are more options we need to explore, i.e., making it a four-way stop. This intersection has a lot of layers we need to get through, and it will take some time. When we are all ready, I suggest we schedule a work session, possibly in the Fall of 2024. The works session will be open to the public. It should involve the issue of that intersection and make sure a representative of the Town Engineer is there to understand such issues as why a 4-way stop requires a specific traffic volume and a roundabout does not, what would happen if we, the TOB, were to override the traffic data and make it a 4-way stop anyways."

Adjourn:

With no further business to discuss this evening, Mayor Langford asked for a motion to adjourn. Council Member Brian Davis offered a Motion to adjourn, and Council Member Scott Israel seconded it. The vote was unanimous. The meeting was adjourned at 7:37 p.m.

Respectfully Submitted,



Lorey Spohr
Town Clerk