

**BROOKS TOWN COUNCIL MEETING
MINUTES
Monday, May 18, 2020**

Mayor Langford led the Invocation and pledge, then called the meeting to order.

Mayor: Dan Langford

Council member present: Scott Israel
Ted Britt
Brian Davis
Todd Speer

Council Members Absent: None

Prior to tonight's meeting, the proposed Agenda for Monday, May 18, 2020 was provided via email to the Mayor and Council Members for review. There were no changes or additions needed this evening. Councilman Scott Israel made a Motion to approve our Agenda; Todd Speer offered a Second. Vote was unanimous, all in favor.

Prior to tonight's meeting, the proposed Minutes of Monday, February 24, 2020 were provided via email to the Mayor and Council Members for review. Councilman Brian Davis made a Motion to approve; Todd Speer offered a Second. Vote was unanimous, all in favor.

Prior to tonight's meeting, the proposed Minutes of Monday, March 30, 2020 (Called Online Meeting) were provided to the Mayor and Council Members for review. Councilman Ted Britt made a Motion to approve; Scott Israel offered a Second. Vote was unanimous, all in favor.

Proclamations & Resolutions - None

Public Hearing -

- A. **Amendment to the Capitol Improvement Element (CIE) & Short-Term Work Program (STWP)** - addressed in New Business.
- B. **Consideration of the adoption of Resolution to Submit the CIE & STWP to the Atlanta Regional Commission and the Georgia Department of Community Affairs for review** - addressed in New Business.
- C. **Proposed 2020/2021 Annual Budget - 1st Reading** - E. Walls presented. All projects are on hold due to COVID-19 Pandemic as all funds (SPLOST, LOST, etc.) have decreased.

Unfinished Business - None

New Business -

- A. **Amendment to the Capitol Improvement Element (CIE) & Short-Term Work Program (STWP)** - The Town of Brooks Capital Improvement list has been updated to show completed improvements to town infrastructure. No new projects have been added at this time due to the decrease in funding due to the COVID-19 crisis. Councilman Scott Israel offered a Motion to accept the CIE & STWP as presented. Todd Speer offered a Second. Vote was unanimous, all in favor.
- B. **Consideration of the adoption of Resolution to Submit the CIE & STWP to the Atlanta Regional Commission and the Georgia Department of Community Affairs for review** - Approval of this item allows Town Manager, Maurice Ungaro, to submit the above CIE & STWP form to the ARC and GDOCA for review. Councilman Brian Davis offered a Motion; Todd Speer offered a Second. Vote was unanimous, all in favor.
- C. **Proposed 2020/2021 Annual Budget - 1st Reading** - E. Walls presented. All projects are on hold due to COVID-19 Pandemic as all government funds (SPLOST, LOST, etc.) have decreased.
- D. **Amendment to Zoning Ordinance, Sec. 31.3.7 - Sidewalks, Walkways & Accessibility - 1st Reading** - This amendment provides guidelines for future construction, additions, and/or new development. The intent is to maintain the character and sense of place that has been established within the Town Mixed Use district.
- E. **Amendment to Code of Ordinances, Chapt. 29 - Streets, Sidewalks & Parking - 1st Reading** - This amendment allows the Town of Brooks to dictate road designs and features within the accepted norms of traffic engineering as verified by GDOT and allow Brooks to add forms of traffic/speed control, i.e.: speed table, speed cushion or similar device.
- F. **2020 Statewide Mutual Aid Agreement** - This agreement is updated every 4 years, to signify our

cooperative efforts within Fayette County and the State of Georgia, supporting mutual assistance in case of emergency or disaster. Councilman Scott Israel offered a Motion to approve; Brian Davis offered a Second. Vote was unanimous, all in favor.

Committee Reports (if any):

Mayor's Report - Mayor Langford stated he has kept up with COVID-19 information. He has also been in communication with Mr. Ungaro, Town Manager, with pertinent local matters.

Planning and Zoning - Maurice Ungaro states there are no new issues at this time.

Recreation - Mr. Holliman was not present from BAR. No financial information received; all functions on hold.

Clerk's Report - The Town Library has been closed to the public since March 17, 2020 and will reopen, with safety measures, on Tuesday, May 19, 2020. She has worked each day, checking emails, drop box, phone messages, etc. Currently making plans for opening day of our local Farmers' Market on Saturday, May 30, 2020. Safety measures will also be in place within our Market (hand sanitizer available, food items will be wrapped ahead of time for purchase, etc.). We currently have 10 vendor applications and we are excited to reveal our new mural by vendor, Kathy Ivanov.

Finance Officer's Report - Ellen Walls was present. All incoming funds are down due to COVID-19 which has decreased public spending. Plans to maintain our usual amounts of spending but no new projects/expenses/raises at this time.

Manager's Report - Mr. Ungaro states Town Hall has been closed to the general public but business has continued as normal. Property survey has taken place on Gable Road between McIntosh & 85 Connector to establish boundaries and eliminate questions of ownership. Improvements have taken place in Market Hall, including painting walls and floor, murals added, Mr. Mize's building sign has been updated and Market Hall space has been designated over the garage door; ceiling fans have been added as well. All upgrades have been added for less than \$6000.00.

Other - Questions from the public concerning SPLOST road project at Brooks Road and 85 Connector, to make that intersection easier to navigate. This project is still planned but on hold at this time due to decreased funds. Town Manager, Maurice Ungaro, will discuss other options with engineer as to options at this intersection and Morgan Mill and 85 Connector.

Any Other Business - Several questions concerning the closed gates at the Brooks Football Fields. Due to unlawful dumping, the gates have been closed to vehicles but public is welcome to park at the fire station and walk in. Donation of old Brooks Women's Club programs and Dr. Gable's "baby book" with local births from 1920 through 1927 will be placed in Town Hall display archives.

Adjourn - Brian Davis made a Motion to adjourn; Scott Israel seconded this Motion. Vote was unanimous, all in favor.

Respectfully Submitted,

Kim Bradley, Town Clerk