

**BROOKS TOWN COUNCIL MEETING  
MINUTES  
Monday, June 15, 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, June 15, 2020 was provided via email to the Mayor and Council Members for review. There were no changes or additions needed this evening. Councilman Todd Speer made a Motion to approve our Agenda; Ted Britt offered a Second. Vote was unanimous, all in favor.

Prior to tonight's meeting, the proposed Minutes of Monday, May 18, 2020 were provided via email 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** - Mayor Langford officially opened the Public Hearing to discuss 3 items. All topics were discussed as follows. The Public Hearing was closed and items voted upon.

**A. Proposed FY 2020/2021 Annual Budget - 2nd Reading** - Town Manager, Maurice Ungaro, presented financial information. All funding is decreased due to COVID-19. At this time, no projects are planned, freeze on employee raises and hiring until further notice. This budget will cover FY of July 2020 through June 2021, in the amount of \$270,400.00. Councilman Todd Speer made a Motion to approve the budget as presented. Ted Britt offered a Second. Vote was unanimous, all in favor.

**B. Amendment to Zoning Ordinance, Sec. 31.3.7 - Sidewalks, Walkways & Accessibility - 2nd Reading** - M. Ungaro briefly reviewed this Ordinance which would only affect additions to Town Sidewalk areas within Town Mixed Use zoning. Councilman Scott Israel offered a Motion to approve. Brian Davis offered a Second. Vote was unanimous, all in favor.

**C. Amendment to Code of Ordinances, Chap. 29 - Streets, Sidewalks & Parking - 2nd Reading** - This Ordinance will give legitimacy to future Town of Brooks efforts to calm speed or control traffic along major corridors within the town limits. It was suggested during the 1st Reading of this Ordinance, adding an additional note concerning 4-way stops at certain intersections. After review, this specific item is not allowable but item *I* was added, stating *Any other device deemed appropriate by the Town Engineer*. Councilman Todd Speer made a Motion to approve as presented. Ted Britt offered a Second. Vote was unanimous, all in favor.

**Unfinished Business - None**

**New Business -**

**A. Fayette County Development Authority Annual Contribution** - Fayette County has notified the Town of Brooks that our annual contribution to the FCDA is due. The amount of

\$2275.00 is already taken into consideration in the Town's budget. Councilman Brian Davis made a Motion to approve. Scott Israel offered a Second. Vote was unanimous, all in favor.

**Committee Reports (if any):**

**Mayor's Report** - Mayor Langford has been in contact with Town Manager, Maurice Ungaro, and Finance Officer Ellen Walls. No new business at this time.

**Planning and Zoning** - Maurice Ungaro states there has been 1 possible rezoning request but the party involved did not make an appearance this evening.

**Recreation** - Mr. Holliman was not present from BAR. No financial information received.

**Clerk's Report** - Our May 30th Farmers' Market went extremely well and many vendors sold out of items quickly! The next Market Day is Saturday, June 27th; we are working with several sources for additional vegetable and fruit options. Library has been slow; no Summer Reading Program planned this year due to Covid-19 concerns and the decrease of patronage.

**Finance Officer's Report** - Ellen Walls was not present but did have copies of Month End Financial Reporting for Mayor and Council. All incoming funds are still down due to COVID-19 which has decreased public spending. New financial software is being uploaded and data conversion is planned to go live with the new FY of 2020/2021.

**Manager's Report** - Mr. Ungaro attached the newest Covid-19 requirements from Governor Kemp; most restrictions lifted except for those more severely at risk. Survey of Gable Road has been completed; next step to ensure accuracy will be a title search. Extremely pleased with Farmers' Market results. We received a few complaints about lack of vegetables but many aren't available yet; vendor with some sold out quickly and we are working to have more available for the June sale. Facebook advertising was a success, over 7000 people reached for only \$25.00. There is a possibility that Brooks may host a local VFW parade on July 4th, 2020. The town of Woolsey was approached but the road system is not accommodating. Mr. Ungaro is working with Commissioner Ognio; Mayor, Council and the Town of Brooks will be posted on developments.

**Other** - None

**Any Other Business** - None

At this time, Public present was dismissed for an Executive Session to be called to Order for a Personnel issue. Council Members voted unanimously to enter into Executive session.

Once the Executive Session was closed by Mayor Langford, being no other business, Todd Speer made a Motion to adjourn; Scott Israel seconded this Motion. Vote was unanimous, all in favor.

Respectfully Submitted,

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Kim Bradley, Town Clerk

