



BROOKS TOWN COUNCIL MEETING

MINUTES

SEPTEMBER 16, 2024

Mayor Langford led the Invocation and the Pledge, 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
Todd Speer

Guests: Angela Hayes – Tax Commissioner Candidate

The proposed Agenda for Monday, September 16, 2024, was emailed to the Mayor and Council Members for review before tonight's meeting. Mayor Langford asked for a motion regarding the agenda; Council Member Brian Davis made a motion to approve the agenda as presented; Council Member Todd Speer seconded the motion. The vote was unanimous.

The draft Council Meeting Minutes for Monday, August 19, 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 Kay Brumbelow made a motion to approve the August 19, 2024, minutes, as presented; Council Member Scott Israel seconded the motion. The vote was unanimous.

Introduction of Angela Hayes– Fayette County Tax Commissioner Candidate

Angela Hayes introduced herself as the Democratic candidate for the Fayette County Tax Commissioner position. She has been a resident of Fayette County for over 24 years and stated she has had a long career in finance and accounting. She has served on a couple of organizational boards, one being the Executive Committee for the Georgia Association of Fraud Examiners, the Treasurer for the Fayette County Democrats, and she is a retired CPA.

Proclamation – GEORGIA READS DAY

Mayor Langford reported that Governor Kemp held a press conference and proclaimed September 30th as GEORGIA READS DAY. Georgia Reads aims to raise awareness of improving reading skills in all age groups and encourage activities to increase literacy rates. Mayor Langford read the proclamation and asked if there were any objections to the proclamation. Hearing none, Mayor Langford asked for a motion regarding the proclamation. Council Member Scott Israel motioned to approve the proclamation as presented, and Council Member Todd Speer seconded the motion. The vote was unanimous.

Public Hearing:

First Reading – Proposed Amendment of the Fiscal Year End 2024 Budget

Mayor Langford opened the public hearing at 6:44 p.m.

Mayor Langford stated that a town or city must always amend its budget at the end of the year to match what actually occurred. The FY2024 budget ended on June 30, 2024.

L. Spohr reviewed the proposed amendment of the fiscal year-end 2024 budget presentation, citing the adopted budget of \$404,447 for revenue, ending the year at \$499,643, an addition of \$95,196. The adopted budget of \$404,447 for expenses ending the year at \$426,030, an overage of \$21,583, resulting in an unaudited proposed amount of \$73,613 to be added to the Fund Balance. LMIG restricted funds had a budget of \$15,000 for revenue, which came in at \$41,315, an addition of \$26,315; no expenses were incurred during FY2024 for LMIG, resulting in an unaudited amount of \$41,315 in restricted LMIG funds.

Revenue for taxes, cemetery, rental income, licenses, permits, and interests were higher than initially budgeted. Revenue for other miscellaneous and VPO was below budgeted amounts.

Expenses for the following were higher than initially budgeted: administration (town attorney, administration finance/engineering, property, and liability insurance, admin supplies, postage, and bank charges), public works, and library. The cemetery and capital improvement expenses were lower than budgeted amounts.

Fund Balance projections for FY2024 will add \$73,613 to the FY2023 audited amount of \$394,154, resulting in an unaudited FY2024 fund balance of \$467,767, which equates to approximately eleven months of fund balance.

Mayor Langford asked if there were any questions from the council or the public.

David Harris, a resident at 968 Hwy 85 Connector, asked how much of the money spent with the Town Attorney is on him. M. Ungaro replied that this is not for public discussion; litigation matters are discussed during executive sessions. D. Harris asked what the previous budget amounts were in previous years. L. Spohr replied that he could submit an open records request, but only information not considered ongoing litigation would be available. D. Harris asked how the Town could use those funds without amending the budget; M. Ungaro replied that a budget amendment is not required to exceed a budgeted amount. L Spohr stated that none of the individual invoices for FY2024 exceeded M. Ungaro's approval authority of \$5k, so no additional approval was required. L. Spohr noted that a budget amendment was requested and approved for the roof replacement as the amount exceeded M. Ungaro's approval authority.

Mayor Langford asked if there were any other comments by the Council or the public; hearing none, Mayor Langford closed the public hearing at 6:50 p.m.

New Business:

First Reading – Proposed Amendment of the Fiscal Year End 2024 Budget

L. Spohr stated that no action is required this evening as it is the first reading but will seek approval at the second reading during the Council meeting on October 21, 2024.

Committee Reports:

Mayor's Report:

Mayor Langford reported he is continuing to work on the "History of Brooks" book and had the

pleasure of attending the retirement party for Scott Israel, who retired from the Fayette County Police Department after 20 years.

Planning and Zoning:

M. Ungaro stated there was nothing to report at this time.

Recreation:

Chris Moody stated there was nothing to report at this time.

Library:

K. Bradley reported that the Brooks Library continues to be good and steady. K. Bradley is working with M. Ungaro to update the cemetery policies to include a \$10.00 fee for notarized copies of deeds requested by nursing homes and investigating procedures for handling lots when the original purchaser is deceased. Information regarding the fee for notarized copies will be added to the website.

Town Clerk Report:

L. Spohr reported she attended classes in Athens for the CMC (certified municipal clerk) certificate.

Finance Officer's Report:

L. Spohr reviewed the August financials. LOST revenue for August is up 7.72% compared to last August, and LOST YTD is up 7.62% compared to the previous year. 2023 SPLOST for July was up 12.66% compared to last July, and YTD 2023 SPLOST is up 11.31%. Approval will be sought for the FY2024 amended budget during the October 21, 2024, council meeting, and as of this evening, I am still waiting on the Tax Digest information from the County.

Town Manager Report:

Transportation:

M. Ungaro reported a large pothole at the corner of Brooks Rd and Hwy 85 Connector. This is from the water main repair that was completed last month. All of the installed stones have been displaced, and the pavement edges are damaged and eroding rapidly. The County Road Department has been made aware of this and is scheduling the repair.

The October Fayette County Transportation Committee will be hosted at Peachtree City Hall. The GDOT District 3 office will attend to listen to and respond to transportation concerns in the county.

I am still waiting to meet with Liberty Tech to discuss potential alternative access.

Next month, the Town will hold the first of two public hearings on an ordinance to limit truck traffic on the eastern portion of Gable Rd.

Brooks Market:

The market is this weekend, Saturday, September 21st.

Any Other Business:

None

Adjourn:

With no further business to discuss this evening, Mayor Langford requested a motion to adjourn. Council Member Scott Israel made a motion to adjourn, and Council Member Kay Brumbelow seconded it. The vote was unanimous. The meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

Lorey Spohr
Town Clerk