



## BROOKS TOWN COUNCIL MEETING

### MINUTES

April 15, 2024

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

Council Members Present: Kay Brumbelow  
Brian Davis  
Todd Speer

Council Members Absent: Ted Britt  
Scott Israel

Guest: Rick Lindsey, Town Attorney

The proposed Agenda for Monday, April 15, 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 Todd Speer made a motion to approve the agenda as presented; Council Member Kay Brumbelow seconded the motion. The vote was unanimous.

The draft Council Meeting Minutes for Monday, March 18, 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 March 18, 2024, as presented; Council Member Todd Speer seconded the motion. The vote was unanimous.

#### **Public Hearing:**

##### **First Reading: Amendment to Chapter 7 "Building & Development" Code of Ordinances**

Mayor Langford stated that this will take the ordinance for building and development from something like 17 pages to 145 pages. Since we rely on the county's building department to enforce our code of ordinances, it would be difficult if ours differed from theirs, so the town proposes adopting the County's building code ordinances.

M. Ungaro clarified that Chapter 7, "Building & Development has increased in volume because each construction, mechanical, electrical, and plumbing code is separate rather than lumped together. If any standard changes need to be made, this provides the ability to change the only affected portion of the code of ordinance instead of the entire ordinance.

Resident David Harris asked who brought this to the town's attention and said it needed to be implemented; M. Ungaro replied that the Town has begun reviewing its codes and zoning ordinances regularly to see what needs to be updated.

Mayor Langford opened the public hearing at 6:32 p.m.

Resident Cheryl Fleming said she was confused as she thought Brooks was the sweet little town that does not want to be part of the hoopla that goes on in Peachtree City and Fayetteville, so if this is accepted, do we have to follow suit with all of their rules and regulations from now on, or is this just for building and development, and what does it all entail for it to go from 17 pages to over a

100 pages? M. Ungaro restated his previous explanation of why the page volume of the building and development ordinance has increased and that the increase brings it in line with Fayette County's, so the County is not looking at two different rules and regulations.

Mayor Langford asked if there were any other public comments; after hearing none, the public hearing was closed at 6:39 p.m.

**New Business:**

**First Reading: Amendment to Chapter 7 “Building & Development” Code of Ordinances**

Mayor Langford said just presenting constitutes the first reading, so it will be marked as the first order of new business as being accomplished.

**Adoption of Resolution 2024-002 – Fayette County 2023 Annual Report on Fire Services Impact Fees (FY2023) Including Comprehensive Plan Amendments for Updates to CIE and STWP (FY2024-FY2028)**

M. Ungaro reported that the Town does this annually, and Fayette County has, in collaboration with the towns of Tyrone, Brooks, and Woolsey, prepared the “Fayette County 2023 Annual Report on Fire Services Impact Fees (FY2023), including Comprehensive Plan Amendments for Updates to the Capital Improvements Element and the Short-Term Work Program (FY2024-FY2028),” and the annual update was prepared in accordance with the requirements of the Georgia Development Impact Fee Act and the Minimum Planning Standards and Procedures for Local Comprehensive Planning established by the Georgia Planning Act of 1989.

The resolution's adoption reflects that the Brooks Town Council does hereby adopt the “Fayette County 2023 Annual Report on Fire Services Impact Fees (FY2023) Including Comprehensive Plan Amendments for Updates to the Capital Improvements Element and the Short-Term Work Program (FY2024-FY2028)”—Brooks Subsection.

Mayor Langford asked for a motion or discussion regarding Resolution 2024-002. Council Member Kay Brumbelow made a motion to adopt Resolution 2024-002 as presented, and Council Member Todd Speer seconded the motion. The vote was unanimous in favor.

**Statewide Mutual Aid and Assistance Agreement**

M. Ungaro asked Council Member Brian Davis to explain the purpose of the agreement.

Council Member Brian Davis stated that it is just a formal agreement with the town. If the town needs assistance from other surrounding municipalities or counties, this agreement allows the town to request their assistance; the town is not required to provide any assistance if it cannot, and the agreement is renewed every four years.

M. Ungaro stated that this agreement helps during natural disasters or any emergencies where the town cannot provide or needs help.

Mayor Langford asked for a motion or discussion regarding the Statewide Mutual Aid and Assistance Agreement. Council Member Todd Speer made a motion to approve the Agreement as presented, and Council Member Brian Davis seconded the motion. The vote was unanimous in favor.

### **Cell Tower Erosion Repair:**

M. Ungaro reminded the Council that a couple of months prior, he made them aware of a storm event that eroded part of the cell tower site, a corner, and the bank adjacent to the creek had eroded away. The scope of work required to repair the damage consisted of grading the impacted area, installation of Geo grid material, rip rap, securing the modular block to slope, backfilling with drain tile for the evacuation of potential water infiltration behind the wall, and constructing modular block retaining wall, approximately five feet tall by eighty feet long. Three bids were sought to repair the erosion: Bid #1 for \$18,495, Bid #2 for \$31,678, and Bid #3 for \$196,250. The funds for this repair would be paid from the Stormwater account.

Mayor Langford asked if there was any further discussion, and with none, the Mayor called for a motion; Council Member Todd Speer asked if this was a company the town had used in the past. M. Ungaro replied, yes, the company has done work on the entrance to the cemetery and repaired the damaged pavers; they are very reputable. Council Member Kay Brumbelow motioned to approve Bid #1 for \$18,495 for the cell tower erosion repair, and Council Member Brian Davis seconded the motion. The vote was unanimous in favor.

### **Committee Reports:**

**Mayor's Report:** Mayor Langford stated he attended the Gold Eagle Banquet for the Boy Scouts a couple of weeks ago on behalf of the town, and he will attend the mayor's monthly breakfast this coming Thursday as well as attended a work session last Thursday evening, to discuss the rezoning of the future land use map due to a zoning situation that the town had about a year ago. Due to that zoning situation, a moratorium was issued in January to prevent any other rezoning requests until the town can reexamine it and make any necessary changes or corrections. There will be a public hearing in May to present the findings of the work session and a second public hearing in June to vote on the proposed changes. Mayor Langford shared that 2024 marks the 60<sup>th</sup> anniversary of revitalizing the Brooks Town Charter, and he feels like some celebration is in order and would like to see if the council is interested in having something commemorating that milestone. In addition, the Mayor wanted to note the passing of Judge Lloyd H. Black, who was known as "Buster" and lived at the corner of Morgan Mill and Bankstown Rd. he was a fine gentleman and certainly a resident of our community; he was found deceased in his home about ten days ago.

**Planning and Zoning:** M. Ungaro stated he had nothing new to report for March.

**Recreation:** D. Holliman was not present. M. Ungaro stated that BAR is making headway with the concession stand project; the slab has been poured, and the framing is underway.

**Library:** K. Bradley reported that she does not have any books to de-access at this time and is in the process of putting together a "Book Bingo" event for the kids this summer, which will include prizes. She also reported that she was again chosen to judge the Maggie Awards for romance novels this year.

**Town Clerk Report:** L. Spohr reported that all 2024 business license applications had been received and paid for business within the town limits; three businesses decided not to renew for the 2024 year, two moved away, and one decided to retire. Currently, quotes are being obtained due to mold being found in the library; monies to remove the mold will come from the 2023 SPLOST library upgrade section.

**Finance Officer's Report:** L. Spohr reviewed the March financials; LOST was at an increase versus March 2023. LOST YTD is at an increase of 7.11%. February's 2023 SPLOST was up 13.96% vs. the 2017 SPLOST of last year, and for YTD, the 2023 SPLOST is down 0.03% vs. the previous year's 2017 SPLOST. Sales Tax, Property Tax, and TAVT revenue exceed budget expectations as of March 2023. Lee Mize and Associates have paid in advance for their renewed lease for April 2024-May 2025. The FY2025 budget is being prepared; the first reading will be conducted at the May council meeting on May 20, 2024, and the second reading and request for adoption will be at the June council meeting, which will be held on June 17, 2024.

**Town Manager Report:**

**Transportation:**

On Thursday, April 11th, Fayette County BOC voted to approve the installation of the traffic light at GA Hwy 85 and Hwy 85 Connector. Additionally, the work on the temporary bridge over White Water Creek at Starr's Mill is back on track. The delay was due to utility location/relocation.

**Town Hall Sign:**

The Town Hall sign suffered some damage during the recent storms. A 12' section fell and will be reapplied this week. I am investigating replacing the sign with a hand-painted metal sign that would be bolted to the wood siding and framing. This may prove to be more beneficial.

**Liberty Tech Function:**

On Friday, April 12th, Liberty Tech held its Middle School Dance. This function brought in so many vehicles that the school lot overflowed onto Price Rd. In fact, it was not only the driveway of 931 Hwy 85 Conn. Blocked (the driveway is on Price Rd.), but approximately 78 cars parked in the Brooks Memorial Gardens. Cars were parked not only in the open area between the perimeter drive and the school property but also off the perimeter drive and, in some instances, on top of graves. Staff is investigating each affected cemetery plot to determine if any damage was done to any headstones. When alerted of this incident, I immediately visited the school principal and discussed the matter. In the future, any function will require a parking plan and onsite attendants to ensure the cemetery is not impacted.

**Brooks Chapel:**

The chapel windows are currently getting reglazed, as the old glazing has become brittle and failed in many places. This has allowed water intrusion and has even caused rot in one of the window frames. The project should be completed by the end of next week.

**Brooks Market:**

Our next Market Day is this Saturday, the 20th.

**Any Other Business:** None

Mayor Langford stated that with no further business to discuss and an Executive Session on the agenda, a motion is needed to close the public portion of the meeting. Council Member Brian Davis made a motion to close the open session of the meeting; Council Member Todd Speer seconded the motion. The vote was unanimous in favor, and the public portion of the meeting was closed at 7:02 p.m.

The Executive Session opened at 7:04 p.m. and closed at 7:26 p.m. on a motion by Council Member Kay Brumbelow. Council Member Todd Speer seconded the motion, which was unanimously approved.

The public section of the meeting was reopened at 7:27 p.m. to ratify the decision made in the Executive Session; Council Member Brian Davis made a motion to approve and ratify the decision made in the Executive Session, and Council Member Kay Brumbelow seconded the motion. The vote was unanimous, all in favor.

**Adjourn:** With no further business to discuss this evening, Mayor Langford asked for a motion to adjourn; Council Member Todd Speer offered a Motion to adjourn, and the Mayor accepted that as an acclamation at 7:28 p.m.

Respectfully Submitted,

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Lorey Spohr  
Town Clerk