



CITY OF BROOKLET  
104 CHURCH ST. BROOKLET, GA 30415 PHONE (912) 842-2137 FAX (912)842-5877

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L.W. (Nicky) Gwinnett, Jr. Mayor  
Hubert Keith Roughton, Mayor Pro-Tem  
Bradley Anderson, Councilman  
Rebecca Kelly, Councilwoman  
James Harrison, Councilman  
Sheila Wentz, Councilwoman

Carter Crawford, City Manager  
Lori Phillips, City Clerk  
Melissa Pevey, Assistant Clerk  
Ben Perkins, City Attorney

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**FEBRUARY 20, 2025  
CITY COUNCIL MEETING  
7:00 PM**

**Proposed  
Agenda**

- I. CALL TO ORDER, WELCOME MEDIA, AND VISITORS**
  - Mayor L.W. (Nicky) Gwinnett, Jr.
- II. INVOCATION AND PLEDGE**
  - Mayor L.W. (Nicky) Gwinnett, Jr.
- III. APPROVAL OF GENERAL AGENDA**
- IV. RECOGNITION OF GUEST(S) WHO HAVE SIGNED UP TO SPEAK**
- V. RECOGNITION OF GUEST(S) REQUESTED TO BE ON THE AGENDA**
- VI. APPROVAL OF CONSENT AGENDA:**
  1. Rate of Pay Survey for Municipal Court Officials—The City conducted a survey of small Georgia cities to determine the annual rate of pay for Municipal Judges, Solicitors, and Public Defenders. The salaries are based on the court being held monthly. Using the average rate of pay for each position, we recommend the following annual pay for each position:
    - o Municipal Court Judge           \$8,400.00
    - o Solicitor                           \$6,000.00
    - o Public Defender                 \$200.00 per hour as needed

2. Proposal from Robbie Mock for the Municipal Court Solicitor position at \$500.00 per court session.
3. Proposed Personnel Policy
4. Planning & Zoning Interview Results – The recommendations are Phillip Mimbs & Matthew Rogers.
5. Southern Disaster Recovery, LLC, has a Contract for storm cleanup with whole tree grinders and crews for \$61,305.00
6. Southeast Bulloch High School Work-Based Learning Employer/Mentor Program
7. Invoice# 943776 from Smith Welch Webb & White for Legal Services in the amount of \$ 6,104.20.

**VII. MINUTES APPROVAL:**

1. December 19, 2024, Public Hearing & City Council Meeting
2. January 9, 2025, Work Session

**VIII. APPROVAL OF THE JANUARY FINANCIAL REPORTS**

**IX. REPORT FROM THE CITY MANAGER**

- Carter Crawford

**X. REPORTS FROM COMMITTEE MEMBERS**

- Mayor Pro-Tem Hubert Roughton
- Councilwoman Sheila Wentz
- Councilman Brad Anderson
- Councilwoman Rebecca Kelly
- Councilman James Harrison

**XI. REPORT FROM CITY CLERK**

- Lori Phillips

**XII. REPORT FROM PLANNING & ZONING ADMINISTRATOR**

- Melissa Pevey

**XIII. REPORT FROM INTERIM POLICE CHIEF**

- Michelle Reolegio

**XIV. REPORT FROM THE SAFETY COORDINATOR**

- Jim Stanoff

**XV. REPORT FROM THE CITY ENGINEER**

- Wesley Parker, Parker Engineering, LLC.

**XVI. Discussion Item(s):**

1. First reading of Ordinance No. 2025\_\_\_, an ordinance to amend chapter 38 of the code of ordinances to prohibit the burning of lawn trash, leaves, pine straw, trash, and rubbish.
2. Motion to Approve the Resignation of the Municipal Court Judge, Joey Cowart, effective February 20, 2025.
3. Motion to Approve the Resignation of the Municipal Court Public Defender, Joseph Williams, effective February 13, 2025.
4. Consideration of a Motion to Appoint an Interim or Permanent Municipal Court Judge.
5. Consideration of a Motion to Appoint an Interim or Permanent Municipal Court Public Defender.
6. Motion to Approve the Recommended Contribution to the Defined Benefit Pension Plan in the Amount of \$494,463.37. *(This is the amount the city has contributed to the Defined Benefit Pension Plan.)*

Each year, ACCG Retirement Services engages an actuary to prepare an Actuarial Valuation Report and calculate the funded status of the City's Defined Benefit Pension plan. As part of this report, the actuary calculates City's annual Required Contribution amount, which is determined by amortizing the unfunded liability over time in accordance with State Law. The actuary also calculates a Recommended Contribution, which amortizes the unfunded liability over a shortened period.

7. Discuss and consider a Motion to Approve the Change Order in the amount of \$\_\_\_ for a 3-inch Force Main for Tap-Ins during the Water/Sewer Construction Project.
8. Discussion and consideration of a Motion to Approve the proposal from Georgia Technologies in the amount of \$16,000.00 for updating the City Hall Council/Court Room Audio/Video System.

**XVII. MOTION TO ADJOURN**