



CITY OF BROOKLET

104 CHURCH ST. BROOKLET, GA 30415 \*(912) 842-2137 \*FAX (912) 842-5877

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

City Attorney  
Cain Smith

City Clerk  
Lori Phillips

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**CALLED WORK SESSION  
THURSDAY, OCTOBER 19, 2023  
6:00 pm  
BROOKLET CITY HALL  
MINUTES**

- *All members were present.*

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

**a) Water and Wastewater Ordinance and Proposed Fee Schedule Discussion**

A few items discussed were as follows:

- The following sections address “entrance into the premises of the property owner”: 50-21,50-62(a), 50-62(c), 50-67(d). That verbiage needs to be revised to say something about the property owner being present if the entrance is into their home. The way it is written could be interpreted to mean that people could enter your home and you might not be there or made aware of the visit. Not acceptable.
- 50-29 talks about a water board. It needs to spell out who is the decider of whether the bill is reduced or forgiven. That would be Council. The document does state it is not the water board but it does not say who does approve.
- Section 50-51: Why must we have a time frame for irrigating? Elsewhere in the document, it states that the city has the prerogative to restrict outdoor watering if there is a time of water shortage (drought conditions).
- Sections 50-58 discuss elderly/low-income credit (billing reduction) and states the requirement for consideration. However, nowhere in our fee structure do we state how that is calculated or provide a fee schedule. Should not be open for interpretation – to make sure we are consistent.
- Council has discussed not mandating people tie in when the sewer first becomes available. This document does not address that option. It assumes you tie in or you are “punished”. See sections 50-57, 50-67 (a), 50-68, (9e), and 50-85. We need to revise these sections to include that option.
- There should be something in both this document and the fee schedule that addresses the difference in cost of tying in immediately (a better deal) and tying in later (more costly).
- We need to address a possible payment plan for those desiring to tie in but who

cannot afford the cost upfront.

- We need some type of verbiage regarding who can provide the work for the sewer tie-in. We discussed at our last meeting that we do not want our city employees doing this work and making the city liable for problems. We probably need to have a list of approved providers that we suggest should be used and where that list is located (at City Hall, online, or wherever we decide it should be).

After the discussion, City Consultant, Matt Morris, stated that he would make all the changes discussed and have the new drafted proposal ready for the November work session and then to City Attorney Hunter in time for the November city council meeting.

**2. Motion to Adjourn**

**Motion:** Johnathan Graham

**Second:** Rebecca Kelly

**Ayes:** Nicky Gwinnett, Rebecca Kelly, Johnathan Graham,  
Brad Anderson, and James Harrison

**Nays:** None

**Motion carried 5-0**

Approved this 21 day of March 2024.



L.W. (Nicky) Gwinnett, Jr. Mayor



Lori Phillips, City Clerk