



BROOKS TOWN COUNCIL MEETING

MINUTES

December 15, 2025

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

Mayor: Daniel Langford

Council Members Present: Kay Brumbelow
Brian Davis
Scott Israel
Sara Nelson

Council Members Absent: Ted Britt

Agenda:

The proposed agenda for Monday, December 15, 2025, was emailed to the Mayor and Council Members for review before tonight's meeting. Mayor Langford asked for a motion to approve the agenda as presented; Council Member Scott Israel motioned to approve the agenda as presented; Council Member Sara Nelson seconded the motion. The vote was unanimous.

Council Meeting Minutes:

The draft Council Meeting Minutes for Monday, November 17, 2025, 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 Sara Nelson motioned to approve the November 17, 2025, minutes, as presented; Council Member Scott Israel seconded the motion. Council Members Kay Brumbelow and Brian Davis abstained.

Special Presentation:

Mayor Langford presented a "Key to the Town" to the Robinson family in recognition of their participation in the 115th Brooks Heritage Celebration, noting the exceptional involvement of Jennifer Robinson, without whose expert fundraising and organization, the event would not have been as successful, exciting, and exceptionally well attended. Mayor Langford also wanted to recognize the entire family's help and assistance throughout the year, not only to town residents but also to all residents of 30205.

Mayor Langford recognized Council Member Kay Brumbelow for her dedication and service to the Town of Brooks for the last four years. Unfortunately, for the town, this meeting marks the end of her service on the Town of Brooks Council. Bishop Watts will be sworn in next month to assume the council seat that Kay Brumberlow represented.

Public Hearing: FY2025 Amended Budget – Opened at 6:38 p.m. / Closed at 6:41 p.m.

L. Spohr presented an amended FY2025 Budget reflecting that the town had received more revenue and incurred more expenses than the balanced budget of \$446,710 that was adopted on June 17, 2024. The proposed amended FY2025 Budget reflects an updated balanced budget of \$580,221, noting that the original approved budget of June 17, 2024, had a 1.207 millage rate, which was then rolled back to 1.126 mills on October 23, 2024.

L. Spohr reviewed the sources of additional revenue of \$133,511 and the sources of additional expenses totaling \$100,504. The primary sources of additional revenue were: 115th Brooks Celebration, LOST, TAVT, and Insurance Premium Tax; the primary sources of additional expenses were LMIG, Town Attorney fees, and Capital Improvements. The revenue generated for the 115th Brooks Heritage Celebration would be classified as restricted funds (\$24,543) and not included in the anticipated unaudited addition to the fund balance. The FY2025 amended budget would add \$8,464 to the FY2024 audited fund balance of \$524,898, which would provide the town with a total of \$533,362 unrestricted dollars, approximately 11 months of operating expenses.

L. Spohr stated that approval from the Mayor and Council is required this evening.

Mayor Langford opened the Public Hearing at 6:38 p.m. and asked if there were any questions or comments from the Council; hearing none, Mayor Langford asked if there were any from the audience; hearing none, Mayor Langford closed the public hearing at 6:41 p.m.

Mayor Langford asked for a motion to approve the FY2025 Amended Budget as presented; Council Member Brian Davis motioned to approve the FY2025 Amended Budget as presented; Council Member Kay Brumbelow seconded the motion. The vote was unanimous.

New Business:

Resolution 2025-008 – Micromobility Traffic Safety Act

M. Ungaro shared that this act is a proposed bill sponsored by Representative Josh Bonner that addresses the advent of numerous vehicles we haven't dealt with in the past, i.e., battery-powered e-vehicles, e-bicycles, etc. These vehicles are much more than the typical battery-powered golf carts. The act was presented to the transportation committee last month and was approved. The Fayette County Commission will be reviewing it in January, along with other municipalities. M. Ungaro stated that he recommends that the Town of Brooks adopt this resolution and forward it to Representative Bonner to support these efforts. Part of this bill would allow local governments to set a speed limit below 25 miles per hour; currently, statewide, the lowest speed limit on a public road is 25 miles per hour; this bill could lower that limit.

Mayor Langford asked for a motion regarding Resolution 2025-008 – Micromobility Traffic Safety Act. Council Member Kay Brumbelow motioned to approve Resolution 2025-008 Micromobility Traffic Safety Act, as presented. Council Member Scott Israel seconded the motion. The vote was unanimous.

GIRMA Inspection:

L. Spohr presented the results of a surprise inspection conducted by GIRMA (Georgia Interlocal Risk Management), the Town's property and liability insurance carrier. The results of the inspection require implementing policies, specifically a housekeeping policy based on the library inspection, a good driver policy, annual inspections of all town-owned property, and sexual harassment training. L. Spohr reported that GIRMA has reviewed and approved each policy presented this evening. An additional finding is that the Town is required to have an employee handbook. L. Spohr reported that she will present one to the Mayor and Council for review no later than May of 2026, with an approval request at the June 2026 Council meeting.

Mayor Langford asked if each policy, the Housekeeping and Good Driver Policy, needed to be approved separately. L. Spohr replied yes.

Mayor Langford asked for a motion to approve the Housekeeping Policy as presented; Council Member Sara Nelson motioned to approve the Housekeeping Policy as presented; Council Member Kay Brumbelow seconded the motion. The vote was unanimous.

Mayor Langford asked for a motion to approve the Good Driver Policy as presented; Council Member Scott Israel motioned to approve the Good Driver Policy as presented; Council Member Brian Davis seconded the motion. The vote was unanimous.

Security Cameras for the Town of Brooks:

Council Member Scott Israel presented his thoughts on the need for video (not audio) security cameras for the Town of Brooks, both inside and outside. Unfortunately, we live in a day and age when evil is everywhere (stating that he sees it day to day in his profession), and the Town needs to protect not only the property but also the employees and residents who visit.

People are breaking in and stealing all around us, and the possibility of someone getting out of hand either in or near the Town Hall or the rental facilities is real. With long-term experience with Ultimate Security, it would be ideal to reach out to them for a quote for the necessary cameras, then, once received, reach out to another company for a competing quote, and, upon receipt of those quotes, present them to the Mayor and fellow Council Members for consideration.

Committee Reports:**Mayor's Report:**

Mayor Langford reported it is a busy month, with his upcoming Thursday mayoral breakfast, his attendance at the Fayette County Intergovernmental meeting, and his attendance at Judge Thompson's DUI graduation ceremony, where both Maurice Ungaro and Lorey Spohr also attended. Judge Thompson's program is wonderful and provides those who have DUIs an opportunity to reduce their sentences and work off their penalties while getting the education and support needed to maintain sobriety. Mayor Langford shared that he has signed up for the Mayor's Reading Club, which encourages reading and will provide updates on the program in the coming months.

Planning and Zoning:

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

Recreation:

C. Moody stated there was nothing to report, but would like cameras considered for the football fields. The fundraising bricks have been ordered and will be installed in the near future.

Library:

K. Bradley reported nothing new to report on. This is a slow time of year for the library, and she continues to order books through Amazon since the closure of Baker & Taylor.

Town Clerk / Finance Officer:

L. Spohr reported that the 115th Brooks Heritage Celebration generated \$68,034 in revenue and incurred \$49,866 in expenses. The remaining revenue is now part of the General Fund due to the overwhelming number of sponsorships received. The Town's budgeted \$5,000 contribution was unnecessary. The Town anticipates that additional revenue will continue to trickle in from the sale of the Brooks-Opoly, the Brooks Municipal Flag, and the Brooks Cookbook. A contribution thank-you letter was sent to all the wonderful sponsors who made this event possible.

The 2026 Occupational Tax Business renewal licenses were mailed out this week with a due date of no later than March 31, 2026.

Trash billing will take place in the first week of January, and there will be two inserts: a business card-sized card listing all 2026 council meeting dates and a promotional flyer. The promotional flyer was created with assistance from Council Member Sara Nelson; the promotion is open to all current trash customers and provides each customer an opportunity to earn one quarter (valued at \$45.63) of trash service by referring a non-current in-town limit resident.

The Town of Brooks has been classified as a VPO for many years and receives monthly revenue for this classification. Effective immediately, there are now two locations for postage services: the library will sell individual stamps and rolls of stamps, and Town Hall can mail priority mail and packages weighing less than 5 lbs. The Pitney Bowes postage machine provides the Town with discounted first-class postage.

L. Spohr reviewed the November financials. LOST revenue for November was \$14,897.58, down 10.70% from last month but up 0.65% from November 2025. SPLOST October revenue was \$15,108.42, down 10.18% from last month, but up 0.09% from October 2025.

Town Manager:

Transportation:

The Starr's Mill bridge on GA 85 should open for traffic shortly. Subsequently, the traffic light at the intersection of GA 85 and Hwy 85 Connector should be forthcoming. We expect it to be installed in the 1st quarter of 2026.

Railroad Avenue – With the ongoing success of the Heavenly Coffee Shop, the area between Railroad Avenue and the railroad tracks has gotten severely rutted. In an effort to maintain infrastructure and support local businesses, we will have Concrete Supply install gravel on approximately 90 linear feet of the grassed area, up to the mailbox at 104 Railroad Avenue.

Brooks Market:

The Christmas market was this past Sunday. The crowd for Santa was sizeable, with many folks taking advantage of the new coffee shop and the pop-up pizza vendor.

The 2026 Brooks Market will open on March 14th, in conjunction with Brooks Opening Day.

The Wreaths Across America was a huge success last Saturday, December 13th. Each veteran's grave received a wreath. Thank you again to the Brooks Women's Club for bringing this to the Brooks Memorial Cemetery.

Any Other Business:

A resident, M. Smith, complained about the speeding and road conditions on Woods Rd. M. Ungaro stated that he will have Phil Mallon, from the Fayette County Road Department, set up speed tubes to track vehicles. A resident, D. Britt, would like the Mayor and Council to consider water main improvements and fire hydrants again.

Adjourn:

With no additional business to discuss, Mayor Langford moved to adjourn tonight's meeting. Council Member Brian Davis made a motion to adjourn. Council Member Scott Israel seconded the motion. The vote was unanimous; the meeting was adjourned at 7:21 p.m.

Respectfully Submitted,

Lorey Spohr
Town Clerk