BROOKS TOWN CALLED COUNCIL MEETING

MINUTES

November 4, 2026

Mayor Langford led the Invocation and Pledge of Allegiance and called the meeting to order at 6:00 p.m.

Mayor:	Dan Langford
Council Members Present:	Ted Britt Brian Davis Scott Israel Sara Nelson Bishop Watts
Guest:	Rick Lindsey, Town Attorney

Agenda:

The proposed agenda for Wednesday, November 4, 2026, was provided to the Mayor and Council Members for review prior to the meeting. Mayor Langford asked for a motion to approve the agenda. Council Member Scott Israel moved to approve the agenda as presented; Council Member Sara Nelson seconded. The vote was unanimous.

Call for Vote on Putting Council Meeting into Abeyance, and Opening Executive Session to Discuss a Personnel Matter – 6:01 p.m.

Mayor Langford asked for a vote to put the council meeting into abeyance and open an executive session to discuss a personnel matter. Council Member Bishop Watts moved to go into abeyance and open an executive session; Council Member Scott Israel seconded. The vote was unanimous.

Executive Session: Personnel Matters – Opened at 6:02 p.m. / Closed at 6:39 p.m.

Call for Vote on Ending Executive Session and Returning to Regular Council Meeting

Mayor Langford asked for a vote to end Executive Session and return to regular council session. Council Member Sara Nelson moved to end Executive Session and return to the regular council meeting; Council Member Bishop Watts seconded. The vote was unanimous.

Any Other Business

The Mayor and Council discussed drafting an ordinance addressing the Town Manager's duties and responsibilities in accordance with the Town Charter, updating the Town Manager's job description, and advertising the Town Manager position. Mayor Langford asked Town Manager Maurice Ungaro to begin preparing the necessary documents.

Council Member Sara Nelson reported that she had drafted two policies: an Artificial Intelligence (AI) Policy and a Communications Policy. Both policies had previously been distributed to the

Mayor and Council for review. After discussion, Council agreed to place both policies on the November 16, 2026, Council Meeting agenda for consideration and possible approval.

Adjourn

With no further business, Council Member Brian Davis made a motion to adjourn; Council Member Ted Britt seconded the motion. The vote was unanimous. The meeting adjourned at 6:48 p.m.

Respectfully Submitted,

_____

Lorey Spohr, Town Clerk