

**MINUTES OF A REGULAR MEETING
OF THE CITY COUNCIL OF
THE CITY OF HARTSELLE, ALABAMA
NOVEMBER 12, 2019**

The City Council of the City of Hartselle, Alabama, met in a regular session at 7:00 P.M. on Tuesday, November 12, 2019, inside the Council Chambers at the Hartselle Municipal Building. Council President Kenny Thompson called the meeting to order.

Council Member Virginia Alexander gave the invocation. Mayor Randy Garrison led the Pledge of Allegiance.

The following were present for the meeting: Council President Kenny Thompson, Council Members Dwight Tankersley, Virginia Alexander, Chuck Gill and Matt Broom, Mayor Randy Garrison, City Attorney Larry Madison and City Clerk-Controller Rita S. Lee, who also acted as Secretary of the meeting. Having a quorum present, Council President Thompson declared the proceedings open for business.

Council President Thompson called for approval of the minutes of the regular meeting held on Tuesday, October 22, 2019. Council Member Alexander motioned to approve the minutes; Council Member Broom seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson called for approval of the minutes of the special meeting held on Monday, November 4, 2019. Council Member Tankersley motioned to approve the minutes; Council Member Gill seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson addressed the first item on the agenda, Ordinance 1510, and called on City Planner Jeremy Griffith to present it to the Council. Mr. Griffith explained the ordinance, set for introduction only at this meeting, would annex a 15-acre tract on Parker Road into the city limits. The parcel adjoins the current city limits on three (3) sides and is within a Priority Two annexation area in the current comprehensive plan. He advised the Council that the Planning Commission recommended annexation 5-0-1. Council Member Broom motioned to introduce Ordinance 1510; Council Member Alexander seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then asked Mr. Griffith to discuss the next item on the agenda, Ordinance 1511. Mr. Griffith explained that this ordinance was for introduction only, and if adopted, would zone the property annexed by Ordinance 1510 as AG-1. He also told the Council the current comprehensive plan shows this property being zoned to single-family residential, but AG is an appropriate transition zone until such time that the owner desires to develop the property. He also said the Planning Commission recommended approval 5-0-1. Council Member Gill motioned to introduce Ordinance 1511; Council Member Broom seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson next called on Melee Laney, Human Resources Administrator, to discuss the next item on the agenda, the request to approve a new job description for Deputy Fire Chief. Ms. Laney reviewed the job description with the Council and reminded them the position was funded in the recently approved budget. The position would be an exempt position reporting directly to the Fire Chief at a grade level 25. Council Member Alexander motioned to approve the job description for Deputy Fire Chief; Council Member Tankersley seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then asked Ms. Laney to discuss the request to authorize Mayor Garrison to sign a temporary employment agency agreement with Express Employment Professionals. Ms. Laney explained the agency agreement was needed in order to help with the search for employees for Public Works, which is presently down four employees. The agency would advertise for the positions needed, provide drug screen, interview, do reference and background check, pay worker's comp and social security taxes. After an evaluation period of

520 days, the employee could be hired by the City. After a brief discussion, Council Member Alexander motioned to grant Mayor Garrison the authorization to sign the agreement; Council Member Broom seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson next called on Mr. Griffith again to discuss the 2020 Safety Workplace Guidelines, and the request to authorize Mayor Garrison to sign the guidelines with the Municipal Workers Compensation Fund (MWCF). Mr. Griffith reviewed the annual statement and assured the Council the City could comply with each guideline in order to obtain the discount. Council Member Tankersley motioned to approve the 2020 guidelines and authorize the Mayor to execute the agreement; Council Member Broom seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then asked Mr. Griffith to discuss the quarterly Safety Award Winners. Mr. Griffith explained to the Council the safety award winners had been selected from the list of eligible employees from each department, and the winners were as follows:

- 1) Margaret Stinson – City Hall
- 2) Brandon Turrentine - Fire Dept.
- 3) Mark Edmondson- Parks & Recreation
- 4) Brad Freeman- Police Department
- 5) Reford Williams- Public Works

Mr. Griffith also stated that with the Council's approval, each winner would receive a check for \$50.00. Council Member Alexander motioned to approve the safety award winners; Council Member Gill seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then called on Mayor Garrison to discuss a Special Event application the City had received from Hartselle Kiwanis. Mayor Garrison told the Council the City had received a Special Event application for the Kiwanis annual Christmas Parade to be held on Thursday, December 12th at 7:00. He also explained the parade route will remain the same as it has been in previous years. Council Member Gill motioned to approve the Special Event application for the Christmas parade; Council Member Broom seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then asked Rita S. Lee, City Clerk-Controller, to discuss the next item on the agenda, a request for a budget transfer and adjustment for Administration. Ms. Lee explained to the Council she had requested the following budget transfer for \$425.00 from Building & Grounds Maintenance (01-101-5300) to Furniture and Fixtures (01-101-5701) to cover an overage in the amount spent on Christmas decorations for downtown. Council Member Gill motioned to approve the budget transfer as requested; Council Member Broom seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson called on Ms. Lee again to discuss her request for a budget adjustment for Administration. Ms. Lee told the Council she had requested a budget adjustment in the amount of \$992.82 to line item Capital Projects School Allocation (12-101-5712) to cover the shortage in what was budgeted for the 15% Alcohol Taxes to be shared with the school system of \$38,000.00, and the actual amount collected was \$38,992.82. Council Member Broom motioned to approve the budget adjustment as requested; Council Member Tankersley seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then asked Parks and Recreation Director Tom Chappell to discuss the next item on the agenda. Mr. Chappell explained he had requested a budget transfer for \$2,681.00 from 01-401-5300, Building and Grounds to 01-401-5705, Capital Projects to cover the balance of the total invoice from Covington Flooring for new flooring in Sparkman Civic Center, and that they had a change order to allow for two colors in the flooring. Council Member Gill motioned to approve the budget transfer as requested; Council Member Alexander seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson next asked Mayor Garrison to discuss the request for a budget adjustment for the Police Department. Mayor Garrison told the Council the main HVAC system

at the police department had gone out the previous week, and the estimate for repairs was \$4,000.00 with an estimate to replace the unit at \$11,500.00. The Mayor said the decision was made to replace the HVAC system, but the funds were not available in the Police Department budget to make a transfer this early in the fiscal year. He was requesting a budget adjustment for \$13,000.00 to the Police Department's line item 01-201-5300, Building and Grounds Maintenance to cover the unit replacement, charge for plumber to make adjustments and two new thermostats for the building. Council Member Alexander motioned to approve the budget adjustment as requested; Council Member Gill seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson requested the Council consider changing the date of the second Council meeting in December from Tuesday, December 24th at 7:00 p.m. to Tuesday, December 17th at 9:00 a.m. Council Member Tankersley motioned to change the meeting date as requested; Council Member Gill seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson asked for comments from Mayor, Council Members, and City Attorney. At this time, City Attorney Madison announced that he had reviewed a request for the Council to enter into an executive session to discuss the possible purchase of property and he confirmed the reason was a valid request for the session. Council Member Alexander motioned for the Council to enter into an executive session to discuss the possible purchase of property; Council Member Gill seconded the motion. Motion carried by voice vote as follows:

Council President Thompson	Yes
Council Member Tankersley	Yes
Council Member Gill	Yes
Council Member Alexander	Yes
Council Member Broom	Yes

Motion carried by unanimous roll call vote. Council President Thompson announced the Council would be returning to the auditorium in approximately ten (10) minutes. The Council, Mayor Garrison and City Attorney Madison then left the auditorium to convene the executive session.

Council President Thompson reconvened the meeting the meeting at 7:30 P.M. and asked for any comments from the Mayor, Council Members or Attorney. None were made. He then asked for any comments from the audience. None were made.

Therefore, with there being no other business to come before the Council, Council Member Gill motioned to adjourn; Council Member Broom seconded the motion. Motion carried by unanimously by voice vote and the meeting adjourned at 7:32 p.m.

Kenny Thompson,
Council President

ATTEST:

Rita S. Lee, City Clerk-Controller