



City of Foley, AL

407 E. Laurel Avenue
Foley, AL 36535

Meeting Minutes - Draft

City Council

Monday, December 17, 2018

4:00 PM

Conference Room

Work Session

Call to Order

Council President Wayne Trawick called the December 17, 2018 Work Session Meeting to order at 4:02 p.m.

Roll Call

All Council Members were present. Also present: City Administrator Mike Thompson, City Clerk Katy Taylor, Kate Embry, Sandra Pate, Darrell Russell, Miriam Boutwell, Leslie Gahagan, David Thompson, Sue Steigerwald, Rachel Keith, Karla Smith, Meg Hellmich, Logan Eberly, David Wilson, LaDonna Hinesley, Chad Christian, Joey Darby, Thurston Bullock, Francis Holk Jones, and Press Representative Jessica Vaughn.

Discussion Items

Discuss Council Meeting Agenda of December 17, 2018

18 0618 A Resolution Approving a Facade Grant for 121 S. McKenzie Street

City Planner Miriam Boutwell reported to the Council that this resolution will approve the Facade Grant request and approve the FY 2018 and 2019 Facade Grant Budget. Ms. Boutwell reported to the Council that there will be an update to this program in the upcoming months to address changes that have been recommended by the Main Street Program. There was no further discussion on this item, it remained on the agenda.

18 0634 A Resolution to Memorialize Ammons & Blackmon 's Change Order #1 for Woerner Commercial Park Access

City Engineer Chad Christian reported to the Council that the project could continue with the contractor's ALDOT permit. There was no further discussion on this item, it remained on the agenda.

18 0636 A Resolution Approving the Purchase of a Bull Dozer

Public Works Superintendent reported to the Council that this purchase is included in the Capital Plan. Mr. Russell reported to the Council that this purchase includes the trailer for the Bull Dozer. There was no further discussion on this item, it remained on the agenda.

18 0637 A Resolution Approving Cunningham Delaney's Change Order No. 2 for Pine Street Drainage Improvement Project

City Engineer Chad Christian reported to the Council that the Burton Group will pay a portion of this project. There was no further discussion on this item, it remained on the agenda.

18 0638 A Resolution Approving the Surplus & Disposal of PD Veh# 0847.

Public Works Superintendent reported to the Council that Geico insurance has paid for this vehicle and requests that the City surplus the vehicle. There was no further discussion on this item, it remained on the agenda.

18 0639 A RESOLUTION SETTING A PUBLIC HEARING DECLARING WEEDS TO BE A PUBLIC NUISANCE AND ORDERING ITS ABATEMENT VACANT LOTS IN HEATHER TERRACE

There was no discussion on this item, it remained on the agenda.

18 0640 A RESOLUTION SETTING A PUBLIC HEARING DECLARING WEEDS TO BE A PUBLIC NUISANCE AND ORDERING ITS ABATEMENT AT 19578 CO RD 20

There was no discussion on this item, it remained on the agenda.

18 0641 A RESOLUTION SETTING A PUBLIC HEARING DECLARING WEEDS TO BE A PUBLIC NUISANCE AND ORDERING ITS ABATEMENT AT 316 3RD AVENUE

There was no discussion on this item, it remained on the agenda.

18 0642 A Resolution Approving the Surplus & Disposal of ST Mower# 07001.

Public Works Superintendent Darrell Russell reported to the Council that this mower caught fire and was purchased back after insurance was paid to be used for parts. There was no further discussion on this item, it remained on the agenda.

18 0644 A Resolution Approving Grant Application for FY2020 Recreational Trails Program (RTP) through Alabama Department of Economic and Community Affairs (ADECA) for Graham Creek Nature Preserve.

Environmental Manager Leslie Gahagan reported to the Council that the Recreational Trails Program (RTP) is an 80% grant funding and 20% match program. Ms. Gahagan reported to the Council that, if awarded, this grant will allow for the completion of the ADA Compliant trail. There was no further discussion on this item, it remained on the agenda.

18 0645 A Resolution Approving the Purchase of Two F 550 Trucks

Public Works Superintendent Darrell Russell reported to the Council that this purchase will surplus a 1993 F-350 and a 2001 truck. Mr. Russell reported to the Council that this purchase is under budget. There was no further discussion on this item, it remained on the agenda.

18 0646 A Resolution Approving Entering Into Agreements With ALDOT and RS II, LLC and Soliciting Bids for Tanger Avenue Extension

City Engineer Chad Christian reported to the Council that the Burton Group is ready to move forward with bidding for this project. Mr. Christian reported to the Council that this resolution will allow for bidding to move forward and approve funding for ALDOT and the Burton Group. There was no further discussion on this item, it remained on the agenda.

18 0647 A Resolution amending Pay Classification Plan (PCP) for job grade change. This action is budget neutral.

Human Resources Director Sandra Pate reported to the Council that this is a housekeeping item as the pay study is being completed. Ms. Pate reported that this position was borderline and is being adjusted. There was no further discussion on this item, it remained on the agenda.

18 0648 A Resolution Adopting a Federal Grant Management Policies and Procedures Manual

Finance Director Sue Steigerwald reported to the Council that Deborah Smith began creating this policy manual and that Logan Eberly has recently completed the policy. Ms. Steigerwald reported to the Council that this policy will provide direction and guidelines for federal grant management moving forward. There was no further discussion on this item, it remained on the agenda.

18 0649 A Resolution approving OptumHealth Contract as the City's reinsurance/stop loss provider for the 2019 Calendar Year.

Human Resources Director Sandra Pate reported to the Council that there has been no rate increase and the data being provided is good. There was no further discussion on this item, it remained on the agenda.

18 0651 A Resolution Authorizing Residential Sanitation Write Offs as Uncollectible in the Amount of \$376.72

There was no discussion on this item, it remained on the agenda.

18 0653 A Resolution Amending Pay Classification Plan (PCP) for certain position changes within the Foley Police Department. This action is budget neutral.

Human Resources Director Sandra Pate reported to the Council that this resolution will convert and amend positions and titles within the Police Department. There was no further discussion on this item, it remained on the agenda.

18 0654 A resolution to set a public hearing to consider passage of an ordinance approving petition for annexation and bringing property in the Corporate Limits of the City of Foley (Barnwell Property)

There was no discussion on this item, it remained on the agenda.

18 0656 A Resolution to amend the Pay Classification Plan (PCP) to create an additional slot within the Revenue Clerk position classification (Job Code #1010107) for a limited amount of time (approximately 3 months) for succession planning purposes due to an upcoming retirement. This action requires no budget adjustment due to surplus funds being available in General Government as a result of existing vacancies).

Human Resources Director Sandra Pate reported to the Council that due to an upcoming retirement in the Revenue Department there would be a need to move forward with hiring a new clerk position in order to allow for training before the retirement takes place. Ms. Pate reported to the Council that the Human Resources Department works with directors in each situation to determine the needs when vacancies arise and there is not a set policy. Councilmember Charlie Ebert requested that the Human Resources Department begin to work on a succession plan option for future situations that may arise. Councilmember Ralph Hellmich reported to the Council that Riviera has recently developed their own plan to address these situations based on the individual department needs. There was no further discussion on this item, it remained on the agenda.

18 0658 A resolution to set a public hearing to consider Planning Commission's recommendation to rezone 72+/- acres from A O (Agriculture Open Space) to PUD (Planned Unit Development). Property is located at the SE corner of Hickory Street and Michigan Avenue. Applicant is Southern Lifestyle Development.

There was no discussion on this item, it remained on the agenda.

18 0660 A Resolution Requesting To Waive Fees To Minimum For Morning Star Baptist Church Construction Project

There was no discussion on this item, it remained on the agenda.

18-0661 A Resolution To Approve Obtaining A Property Appraisal for Certain Real Property

There was no discussion on this item, it remained on the agenda.

Mayor's Comments

There were no comments to report.

Visitor's Comments

Council Member Charlie Ebert reported to the Council that the Let it Snow event in Heritage Park had a good turnout.

Fire Chief Joey Darby reported to the Council an update for the funds that were approved for Hurricane Michael victims. Chief Darby reported to the Council that there were funds remaining from the donation that would be used to help provide Christmas dinners for approximately thirty families at the First Baptist Church in Mexico Beach, FL.

Adjournment

Hearing no further comments, the Work Session adjourned at 4:59 p.m.