

Alabaster

**Alabaster City Council Work Session
Meeting at 6:00 pm
1953 Municipal Way – Conference Room**

Wednesday May 15, 2019

Call to Order: 6:00 PM

- Roll Call:
 - Sophie Martin - absent
 - Rick Ellis
 - Stacy Rakestraw
 - Greg Farrell
 - Russell Bedsole
 - Scott Brakefield
 - Kerri Pate

Others Present: Yvonne Murry, Brian Binzer, Mark Frey, Lisa Glasgow, Mayor Handlon, Patrick Johnson, Jeff Brumlow, John Haggard, Mark Harris, Neal Wagner, Brett Tucker, Tim Hamm, Chris Grace, Chief Curtis Rigney, Chief Tim Love, Rick Benson, Luke Camara, Candace Connell, Keith Strickland, two guest speakers, Mr. and Mrs. Fred Deleon, Chris Grace

Agenda Items:

1. **Executive Session** – Council Member Bedsole made a motion to go into an executive session which was seconded by Council Member Rakestraw. Council President Brakefield stated that the reason for this Executive Session was to discuss preliminary negotiations involving matters of trade or commerce (AL Code § 36-25A-7_a_7) within the City of Alabaster and he expected the regular meeting to resume in approximately 20 minutes. Following the Executive Session, Council Member Farrell motioned to adjourn the executive session and resume the regular meeting. Council Member Martin seconded, and the regular meeting resumed at 6:18PM. Council President Brakefield asked City Clerk Mark Frey to prepare a document for the upcoming Council meeting.
2. **Bicentennial Project – Mayor Handlon** – The Mayor talked about Alabaster’s Bicentennial Restoration Project and the Council looked at proposed cost of the different elements of the project. The City has already received grant money for this project and additional funding is needed to complete. The Council will consider this expenditure during Monday’s regular Council meeting. This public works project will not exceed \$20,000.00
3. **April Financial Update – John Haggard** – John presented the Financial Update to the Council and stated that with very few exceptions, everything is progressing as expecting. He noted that a \$3,000,000 CD was purchased with funds not currently being used to double the rate of return on those funds.
4. **Updating Section 42-2 of the Alabaster Code – Jeff Brumlow** – The Council discussed an ordinance amendment that is needed to update the alcohol testing instrument referenced within Sec 42-2 of the Code of Alabaster. A public hearing is scheduled for June 3rd and the first reading will be held on May 20.
5. **Kent Farms Commercial Road Re-Opening – Brett Tucker and Brian Binzer** – Council discussed a request to re-open Kent Farms Commercial roads to the public. The sealcoat is not on the roads yet, but the roads will need to be opened in order for the owners of the properties within to proceed with development. The City has received a performance bond, in the amount of \$145,387.50, for the roads, landscaping and streetlights from Jason Spinks and the City will not accept the roads until they are compliant with all City regulations.

Work Session Minutes

- 6. Building Services Reorganization / Job Descriptions – Mayor Handlon –** Mayor Handlon discussed a reorganization of the Building Services Department and new job descriptions within several departments including:

- Amending job description requirements for Wastewater Collections Supervisor
- Amending job title and job description of City Engineer to City Engineer of Public Services
- Creating the position of Director of Engineering and Building Services
- Reorganizing Building & Fire Prevention Services Department and Separation of Fire Marshal and Building Official Position

Following discussion, Council President Brakefield asked the City Clerk to prepare the resolutions for consideration at next Monday's regular Council Meeting.

- 7. Copy Machine Agreement through US Communities Contract – Patrick Johnson** Mr. Johnson discussed two copier contracts that have expired and the need to enter into a new agreement. He also noted that there was a promotion and the City would actually be receiving four copiers for the same cost as two. This is due to a promotion being offered through RJ Young Company and the US Communities COOP program. Following a brief discussion, Council asked Mr. Frey to add the item to the upcoming agenda for consideration.

- 8. Veteran's Park Proposal – Clearing, Grading and Concept Plans for Second Entrance – Brian Binzer –** Council reviewed of proposal from Barge Design Group for work at Veteran's Park. This proposal will create an additional entrance and help alleviate traffic congestion at the park. Chris Grace, from Barge, talked about the project and some of the challenges faced with the property. Council will consider a proposal during the next Council meeting.

- 9. Demolition of Abatement Properties –** The Bid Review Committee received bids from two different companies for the demolition of two abatement properties. Following review for compliance, they have submitted a recommendation to award the bid to Cornerstone Tree Service. The Council asked the City Clerk to prepare a resolution for consideration, awarding the Demolition Contract, for the abatement properties located at 160 12th Ave SE and 572 Old Hwy 31, to Cornerstone Tree Service.

- 10. Paving Project Spec Book Preparation – Brian Binzer –** Mr. Binzer talked to the City Council about a request to authorize Goodwin Mills Cawood (GMC) to prepare a Spec Book for the 2019 General Paving Project for the City of Alabaster. Council asked to have this on the next meeting and they will also consider a CE&I agreement from GMC on this project. Keith Strickland with GMC was present at the meeting.

- 11. Paving Project CE&I Contract – Brian Binzer –** Council will consider authorizing GMC to handle all Construction Engineering and Inspections for the 2019 General Paving Project for the City of Alabaster during the next meeting.

- 12. 2nd Street Sidewalk Change Order Request from GMC – Brian Binzer –** City Council looked at photographs of a streetscape on 2nd Street and asked the City Clerk to prepare a resolution that would authorize a change order adding curb and gutter to help with drainage and separate the sidewalk from the road. Not to exceed \$10,000.

Work Session Minutes

13. Contract Renewal Agreement with me2graphics – Sophie Martin – Council discussed the Service Contract with Luke Camara for the City Newsletter. Following a brief discussion, the Council asked the City Clerk to prepare a resolution for the next Council meeting.

14. Overnight Parking Ordinance – Russell Bedsole – Council discussed the planned Public Hearing and Vote for Ordinance number 19-87 relating to overnight parking and commercial vehicles. A public hearing is scheduled for May 20th.

Council Member **Rakestraw** made a motion to adjourn which was seconded by Council Member **Farrell**. Council President **Scott Brakefield** called for a voice vote. All were in favor and **Work Session adjourned at 8:40 pm.**



J. Mark Frey, City Clerk



Scott Brakefield, Council President