

City of Donalsonville
Council Meeting-December 4, 2018

Official Minutes

Mayor Dan E. Ponder, Jr. called the meeting to order at 6:00 PM in the Council Chambers at City Hall. After which Mayor Dan E. Ponder, Jr. gave the invocation, then all joined in the Pledge of Allegiance to the United States of America.

Councilmembers present for the meeting included, Mayor Dan E. Ponder, Jr., Mayor Pro Tem Ed Bond, CP Mitch Blanks, CP Travis Brooks, CP Mitzy Moye, CP Lindsay Register and CP Flossie Smith. Staff present were City Manager Steve Hicks, City Clerk Christina Corvers, Public Works Superintendent Don Gambrell, Fire Chief Dean King, Police Chief Woodrow Blue, Communications Director Jeffrey Hatcher, and City Attorney Billy Grantham. Guests present were Karen Kimbrel, David Maxwell, CJ Hodge, and Karla Johnson.

Approval of the Agenda: City Manager Hicks stated that the backup Garbage Truck is no longer in a condition to utilize it for Garbage Pick-up. City Manager Hicks stated that the need for a replacement was anticipated and was included in the 2018-2019 Budget at \$157,000.00. A request to amend the agenda to add the purchase of a New Garbage Truck was requested by City Manager Hicks. CP Smith made a motion to amend the agenda by adding the purchase of a New Garbage Truck, with CP Blanks seconding; motion passed. Next, the approval of the minutes from the Council Meeting held on November 6, 2018. Mayor Pro Tem Bond made a motion to approve the minutes from the November Council Meeting, with CP Register seconding. Motion carried.

APPEARANCES: Chamber of Commerce President Karen Kimbrel recognized and thanked the City of Donalsonville for the continued support of the Seminole County-Donalsonville Chamber of Commerce. Karen Kimbrel will retire as the Seminole County-Donalsonville Chamber of Commerce President on December 20, 2018. The new Seminole County-Donalsonville Chamber of Commerce President will be Sarah Avery.

INTERNAL BUSINESS: Next, the Financial Statements for October 2018 were presented and reviewed with comments made by City Manager Hicks on the current status, along with discussion on the three-month analysis.

OLD BUSINESS

OLD BUSINESS: City Manager Hicks recommended to approve the resolution and final documentation of City Manager's 401 (a) Defined Contribution Plan. This action would be to formally approve the change in the Deferred Compensation Plan that was approved at the September 4, 2018 Council Meeting. This changes the Deferred Compensation Contribution percentage from 5% to 12.3%. Mayor Pro Tem Bond made a motion to formally approve the resolution and final documentation regarding the City Manager's 401 (a) Defined Contribution Plan. CM Moye seconded; motion passed.

Next, City Manager Hicks gave an update on Hurricane Michael Activities which included the following:

- The second pass for Debris Removal will start Wednesday, December 5, 2018 with the third pass to possibly begin after Christmas.
- NRCS has approved the emergency situation for cleaning up the drainage ditches pending funding of the project which is expected no later than Thursday, December 6, 2018. The City of Donalsonville will be put on a waiting list for non-emergency work. The estimated cost for the emergency work is \$242,477 after requesting an additional \$16,917.00 for engineering and legal expenses which will be funded at 100% between GEMA and NRCS.
- City Manager Hicks attended a Corps of Engineer meeting in Camilla last week regarding the removal of the leaners and hangars. The removal of leaners and hangars are not part of the current Corps of Engineer Mission. The City of Donalsonville is in the

process of preparing a list of leaner and hangar locations which will be submitted to the Corps of Engineer by Friday.

CM Blanks inquired about the City of Donalsonville conducting a Drainage Study; possibly doing a joint Drainage Study with Seminole County. City Manager Hicks stated that he would look into some alternatives that might be able to assist the City of Donalsonville in funding a Drainage Study.

City Manager Hicks then recommended to formally award the RFP submitted by GMC for Cost Recovery Services for FEMA, USDA, NRCS and any other program that relates to Disaster Assistance. The GMC Proposal was the best rated of the six proposals that were submitted. The agreement has been reviewed by City Attorney Grantham. City Manager Hicks stated that Seminole County and Iron City will also utilize this contract for similar services. CP Smith made a motion to formally award the RFP submitted by GMC for Cost Recovery Services. CP Moye seconded; motion carried.

NEW BUSINESS

NEW BUSINESS: City Manager Hicks recommended to authorize a 4% Salary Adjustment for City Departments as provided in the 2018-2019 Budget. Recommendation for Department Head Salary adjustments will be presented at the January 2019 Council Meeting. Mayor Pro Tem Bond made a motion to authorize the 4% Salary Adjustment for City Departments as provided in the 2018-2019 Budget, with CP Moye seconding. Motion passed unanimously.

Next, City Manager Hicks made a recommendation to re-schedule the January Council Meeting due to the New Year's Holiday. CM Blanks made a motion to re-schedule the January Council Meeting to January 7, 2019 at 5:00 PM. City Manager Hicks then made a recommendation to close City Hall Offices at noon on December 31, 2018 for the New Year's Holiday. CM Moye made a motion to close City Hall Offices at noon on December 31, 2018. CP Smith seconded; motion carried.

Communications Director Hatcher then gave an update on eDonalsonville activities, along with the systems continued growth. Communications Director Hatcher stated that the radio at City Hall was damaged due to the storms over the past weekend. The new radio has been ordered, along with a backup to prevent future issues. The replacement radio is expected to be in no later than Wednesday December 5, 2018. Communications Director Hatcher also noted that more CPE's have been ordered due to the demand for outdoor units. Lastly, Communications Director Hatcher informed the Council that eDonalsonville can now provide telephone services through the broadband system.

Next, Fire Chief King gave an update on the damages that the Fire Station received from Hurricane Michael, as well as the storms over the past weekend. Some of the damages included a few roof leaks (which will be covered under warranty), damage to two heaters in the Truck Bay's, damage to one door at the Fire Station, damage to all the doors at the Annex Building, and noted that some minor painting will need to be done. All in all, Fire Chief King stated that the Fire Station held up exceptionally well. Lastly, Fire Chief King stated that during Hurricane Michael and the days after, the Ladder Truck ran for five straight days to provide the minimal amount of electricity the Fire Station needed to continue regular duties. Since that time, the Ladder Truck has been serviced and was found that due to the amount of time the Ladder Truck was running during and after Hurricane Michael, two belts and a pulley now need to be replaced. Fire Chief King stated that they are currently in the process of getting those issues repaired so that the Ladder Truck will be back in operational use.

Police Chief Blue then gave a brief update of the damages received during the storms this past weekend. Police Chief Blue stated that due to the amount of rain received, part of the Police Station flooded and will need some repairs. The insurance company has been contacted and damages will be repaired as soon as possible.

Next, Public Works Superintendent Gambrell gave an update on the backup Garbage Truck, stating that due to its age and the type of service it performs it is no longer in functional use for garbage pickup. City Manager Hicks stated that the need for a replacement was anticipated and was included in the 2018-2019 Budget at \$157,000.00. City Manager Hicks recommended to authorize the purchase and financing of a New Garbage Truck on the line of credit as per

Resolution 12-04-18. Public Works Superintendent stated that if approved, the New Garbage Truck would serve as the main truck in use, and the current one would be used as the backup Garbage Truck. CP Smith made a motion to approve Resolution 12-04-18, authorizing the purchase and financing of a New Garbage Truck. CP Moye seconded; motion passed.

Next, City Manager Hicks gave an update on the following:

- (1) Town of Eclectic-Christmas Parade- Gary Davenport, Mayor of the Town of Eclectic in central Alabama has contacted me and informed us that they have chosen to raise funds for the citizens of Donalsonville that are in need during the Christmas season. They experienced the same type of disaster in 2011 when tornados went through causing similar damage. Several of their churches and businesses decided to do something together for a sister type of community. We are invited to be in their Christmas parade on December 8, 2018 at 2:00 PM. If possible, they want to have those attending as our 2018 Christmas parade grand marshal.

Finally, City Manager Hicks reminded the Council of the following upcoming events:

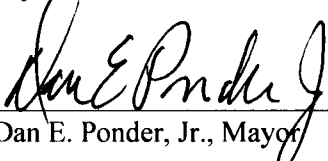
Christmas Parade December 6, 2018 6:00 P.M. (Parade line-up 5:15-5:30)
Grand Opening-Walgreens (formerly Rite-Aid) December 7, 2018 10:00 A.M.
Town of Eclectic, Alabama Harvest Festival-Honoring Donalsonville December 8, 2018
Christmas Holidays-December 24th and 25th (City Manager out until January 2nd)
New Year's Holiday-January 1, 2019

Lastly, David Maxwell reminded the Council of the Annual Tree Lighting Ceremony which will be directly after the Christmas Parade on December 6, 2018.

With there being no further business to come before the Mayor and Council, at 7:16 PM, Mayor Pro Tem Bond made a motion to adjourn with CP Blanks making a second; and the motion carried.

ADJOURNED

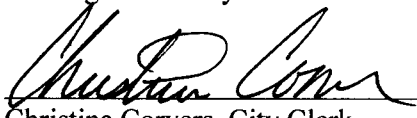
City of Donalsonville



Dan E. Ponder, Jr., Mayor

Attest and Certification:

I, Christina Corvers, do here Attest and Certify that
The above written is a true and correct representation
of the business and actions conducted during the December 4, 2018
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk