

# Alabaster

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

**Thursday February 28, 2019**

**Call to Order: 6:01 PM**

- Roll Call:
  - Sophie Martin (left @ 7:45)
  - Rick Ellis
  - Stacy Rakestraw
  - Greg Farrell
  - Russell Bedsole
  - Scott Brakefield
  - Kerri Pate

**Others Present:** Mayor Handlon, Jeff Brumlow, Lisa Glasgow, Chief Love, Chief Rigney, Patrick Johnson, Neal Wagner, J. Mark Frey, John Haggard, Mark Harris, Rick Benson, Candace Connell

**Agenda Items:**

- 1. Alabaster Junk and Rubbish Program Discussion** – City Council discussed the new Junk and Rubbish program and the way that it will be implemented. Following extensive discussion, the Council asked that a resolution be prepared for the next Council meeting that will lay out the details of the new plan.
- 2. Prevention Team Services – Carol Williams** – Mayor Handlon reported that the City's Prevention Team needs a grant writer and someone to oversee PR for this program. The Council asked the City Clerk to prepare a resolution for consideration during the next Council meeting.
- 3. January Financials** – Mr. John Haggard, Finance Director and City Treasurer, gave an update on the January financials. He reviewed revenues and expenditures for each department with the Council. The City's revenues continue to exceed expectations and expenditures are consistent with the FY2019 budget.
- 4. Employee Merit Increase** – Candice Connell, HR Director, discussed the employee review process and a proposed merit increase that was included in the FY2019 budget. Following a brief discussion, the Council asked that a resolution be prepared for consideration at the next Council meeting.

## Work Session Minutes

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5. **Purchase of Online Performance Management System** – Candice Connell, HR Director, talked to the Council about software that will assist with Performance Evaluations for each department. This new system will allow for quarterly discussion with employees and give a consistent system for determining individual employee's progress and future merit opportunities. This recommendation was made by a team of department heads and supervisors from the City. The Council will consider during the next Council meeting.
  
6. **Annexation of Property owned by the City of Alabaster** – In 2010 the City of Alabaster and Cheney Lime Plant executed a land swap for property. The property, now owned by the City of Alabaster, was never annexed into the City. Planning and Zoning is preparing the documentation to post notice of the annexation during an upcoming Council meeting.
  
7. **Central State Bank Line of Credit (LOC)** – The City Council reviewed a proposal to keep open a line of credit with Central State Bank and asked that a resolution be prepared for the next Council meeting.
  
8. **School Board Appointment** – The City Council discussed an expected vacancy that will need to be filled on the Alabaster School Board. Mrs. Linda Church (Place 5) is moving outside the City Limits. This seat will be filled by Misty Johnson, who was a previous applicant. Council President Brakefield also noted that applications will need to be received for Place 3 in the next couple of months.

Fire Chief Tim Love made the Council aware of serious fire safety code violations at a local apartment complex. AFD was notified on February 25 by the third-party inspector of the complex hired by the complex for their annual required inspection. The complex manager was made aware of the violations on October 26, 2018. A small sample inspection revealed 4 of 5 vacant units had compromised sprinkler system due to faulty maintenance. A complete inspection of all apartments at the complex is scheduled for March 5. Chief Love indicated he had spoken with the state fire marshal concerning this matter and has contingency arrangements with AFD officers should a fire be reported at the complex.

Council Member **Farrell** made a motion to adjourn which was seconded by Council Member **Rakestraw**. Council President **Scott Brakefield** called for a voice vote. All were in favor and **Work Session adjourned at 8:13 PM.**

  
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J. Mark Frey, City Clerk

  
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Scott Brakefield, Council President