

## **CITY COUNCIL MEETING MINUTES OF DECEMBER 3, 2013**

The Enterprise City Council convened in regular session, Tuesday, December 3, 2013 at 8:00 a.m. in the Council Chambers at City Hall.

**PRESENT:** Council President Tommy Johnson, Jr., District #2  
Council Member William E. Cooper, District #1  
Council President Pro-Tem, Kirk Donaldson, District #3  
Council Member Wallace "Al" Miller, Jr., District #4  
Council Member Rhett Marques, District #5

**ALSO PRESENT:** Mayor Kenneth W. Boswell  
City Clerk/Treasurer Steve Hicks was present and kept the minutes.

### **REVIEW OF MINUTES – November 19, 2013 Regular Session & November 27, 2013 Work Session**

A copy of the minutes of the November 19, 2013 Regular Session and the November 27, 2013 Work Session was provided to each member of the Council for review. Following review, Council Member Cooper offered the motion to approve the minutes as written, Council Member Miller made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared the motion carried.

### **PRIVILEGE OF THE FLOOR (Persons allowed 3 minutes to address the Council)**

No one requested to address the Council.

### **OLD BUSINESS**

#### **PUBLIC HEARING & CONSIDERATION – ORDINANCE 11-05-13 (Enterprise Janitorial & Paper, Incorporated Rezone)**

The President called for a public hearing prior to consideration of Ordinance 11-05-13 providing for the rezone of property owned by Enterprise Janitorial & Paper, Incorporated from R-75-A (Residential District) to M-1 (Light Manufacturing District) located at 206 and 208 Airport Road adjacent to Enterprise Janitorial & Paper, Incorporated. No comments were offered. The President closed the hearing and called for consideration of Ordinance 11-05-13.

Council Member Donaldson offered the motion to approve Ordinance 11-05-13. Council Member Cooper made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared Ordinance 11-05-13 duly passed and adopted. (On file in the permanent Ordinance files in the Office of the City Clerk)

### **NEW BUSINESS**

#### **REVIEW & CONSIDER RESOLUTION 12-03-13 (Amending Employee Classification Plan/Salary Schedule – Fleet Maintenance)**

The President introduced and called for consideration of Resolution 12-03-13 providing for an amendment to Ordinance 10-16-01 which establishes the Employee Classification Plan/Salary Schedule. The amendment calls for the establishment of the position of Vehicle/Equipment Detailer I, Pay Grade 3.

Council Member Cooper offered the motion to approve Resolution 12-03-13. Council Member Marques made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared Resolution 12-03-13 duly passed and adopted. (On file in the permanent Resolution files in the Office of the City Clerk)

#### **REVIEW & CONSIDER RESOLUTION 12-03-13-A (Wiregrass Economic Development Contract)**

The President introduced and called for consideration of Resolution 12-03-13-A providing for the renewal of the annual contract with Wiregrass Economic Development Corporation in the sum of \$69,516.00 to be paid in quarterly payments of \$17,379.00. This amount includes an annual sum of \$11,500.00 to be allocated for expenses related to economic development activities by or for the benefit of the City of Enterprise as approved by the Mayor. Excess funds not utilized for these activities will be returned to the City at the end of the contract or applied to subsequent contracts, if applicable.

Council Member Donaldson offered the motion to approve Resolution 12-03-13-A. Council Member Cooper made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared Resolution 12-03-13-A duly passed and adopted. (On file in the permanent Resolution files in the Office of the City Clerk)

REVIEW & CONSIDER RESOLUTION 12-03-13-B (Setting Salaries of Certain Department Heads)

The President introduced and called for consideration of Resolution 12-03-13-B providing for the adjustment of salaries for the positions of Police Chief and Human Resources Director to be in line with other previous departmental salary adjustments.

Council Member Cooper offered the motion to approve Resolution 12-03-13-B. Council Member Miller made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared Resolution 12-03-13-B duly passed and adopted. (On file in the permanent Resolution files in the Office of the City Clerk)

REVIEW & CONSIDER SERVICE AGREEMENT – GovernmentJobs.com DBA NEOGOV

The President introduced and called for consideration of a request from Christina Meissner, Human Resources Director to enter into a one-year agreement with GovernmentJobs.com DBA NEOGOV in the amount of \$11,586.00 to provide computer hosting and operations support in order to accept job applications online.

Council Member Miller offered the motion to approve a one-year agreement with NEOGOV. Council Member Cooper made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared the motion carried.

REVIEW & CONSIDER ACCOUNTS PAYABLE

The President introduced and called for consideration of Accounts Payable for November 2013 in the amount of \$478,411.89 as follows:

- City of Enterprise - \$399,193.19
- Water Works Board - \$79,218.70

Council Member Donaldson offered the motion to approve Accounts Payable for November 2013. Council Member Cooper made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared the motion carried.

REVIEW & CONSIDER CONTRACT BILLINGS

The President introduced and called for consideration of the following Contract Billings:

1. Donofro & Associates -

Invoice #2 - \$15,156.50 – Contract Architecture Services – Farmer’s Market Project
2. J&P Construction Co., Inc. -

Estimate #28 - \$57,968.33 – Construction – WWTF Improvements Contract I

**TOTAL CONTRACT BILLINGS - \$73,124.83**

Council Member Donaldson offered the motion to approve Contract Billings as submitted. Council Member Cooper made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared the motion carried.

REVIEW & CONSIDER TRAVEL REQUESTS – Administrative, Police Department

The President introduced and called for consideration of the following Travel Requests:

<u>Administrative</u>	<u>Police Department (Dispatch)</u>
Leigh Walker	Communications Supervisor Kim Deloach
Staff Accountant	CTO Margaret Shaver
Tyler Connect 2014	APCO PST-1 Training Seminar
San Antonio, Texas	Leesburg, Florida
April 13-16, 2014	March 9-14, 2014
Estimated Cost: \$2,745.00	Estimated Cost: \$1,692.21

Council Member Cooper offered the motion to approve Travel Requests as submitted. Council Member Marques made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared the motion carried.

REQUEST TO CLOSE CITY HALL FOR ANNUAL EMPLOYEE LUNCHEON

The President called for consideration of a request from Mayor Boswell to close City Hall from 11:00 a.m. to 1:00 p.m., on Thursday, December 12, 2013 to allow City employees to participate in the annual employee luncheon to be held at the Enterprise Civic Center.

Council Member Cooper offered the motion to approve the request. Council Member Miller made the second. The vote being: Cooper – Aye; Johnson – Aye; Donaldson – Aye; Miller – Aye; Marques – Aye. The President declared the motion carried.

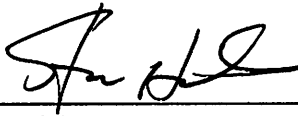
MAYOR'S REPORT

Public Works Director Ray Bickley gave an update on the Farmer's Market Project. He informed the Council that final drawings are due from the architect and a construction timeline will be set once final drawings have been received. Site work plans are complete and out to bid with work expected to begin within the next couple of months.

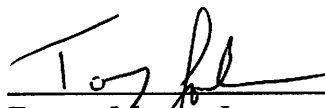
Tim Ramsden of CDG Engineers presented an overview of both current and upcoming ATRIP projects.

ADJOURNMENT

There being no further business, the President declared the meeting adjourned at 8:25 a.m. until 6:00 p.m. Tuesday, December 17, 2013.



Steve Hicks  
City Clerk/Treasurer

  
Tommy Johnson, Jr.  
Council President