September 12, 2017
Council Workshop
12191 Magnolia Springs Hwy.
Magnolia Springs, Al.
5:00 P.M.

1. **Call to Order**
Mayor Holk called the meeting to order at 5:00 p.m.

2. **Roll Call**
Members present – Mayor Bob Holk - Council Members: Dotty Johnson, Marley Gardner and Nick Shields. Not present: Donna Esslinger and Ben Dykema. Also present: Town Clerk - Karen S. Biel and Legal Counsel - Brad Hicks

3. **Invocation and Pledge** – Mayor Holk

4. **Ryan Engel - Baldwin County Sewer Service**
Mr. Engel submitted a new application and drawing for the sewer line to run only to the customers property line. Mr. Engel explained that since the bore screw was going to be there anyway that would be the reason for taking it all the way down the street. Another reason was that they wanted to put the valve next to the gas valve instead of in the middle of the right-of-way which would make more sense. Councilmember Shields remarked that "It makes more sense to you." Mr. Engel stated that they would not be hooking anyone else up to the line without getting a permit and that they always get a permit for each hookup. Mayor Holk asked about the need for the sewer connection. Mr. Engel stated that the customer is having problems with their septic system and that they are having to pump it out every three or four days. Councilmember Johnson stated to Mr. Engel, "You work for Baldwin County Sewer" and asked if he lived in the house. Mr. Engel told Councilmember Johnson that he did work for Baldwin County Sewer and did not live in the house. The clerk stated that the customer is Debbie Desverenceaux. Mayor Holk informed the council that the procedure Baldwin County Sewer follows has been that they will notify the office when they get ready to start work. Once they run the line we are notified and we will go out and inspect the line.

5. **Discussion of Minutes – August 2017**
Workshop Meeting – 08/08/2017
Regular Meeting – 08/22/2017
No comment or discussion

6. **Discussion of Financials and Expenditures – August 2017**
Mayor Holk reported: Balances as of 08/31/2017 - General Fund - $81,234.51. Income - $21,581.34, Expenses - $21,141.37 Tiered Money Market – $340,948.05. CD - $54,504.64. Special Revenue 4, 5, & 7 & Gas Tax – Income $326.72 – Balance $15,646.40.

7. **Deputy Smith - Monthly Report**
Deputy Smith reported - 2 arrests off traffic stops: 73 traffic stops – 36 citations – 26 written warnings – 11 verbal warnings. Councilmember Shields would like to discuss lowering the speed limit on Gates Avenue down to 25 mph. Mayor Holk stated that after the curve (where it goes from Gates Avenue to Old Marlow Road) the right hand side of the road is not in the town limits. Legal counsel said that he would look into the process for changing speed limits.

8. **Public Comment**
No public comment.

9. **Discussion - 2017/2018 Proposed Budget**
Mayor Holk stated that the council will adopt the budget at the regular meeting in September. He added that the changes that were suggested have been made. Mayor Holk said that a budget is not a mandate to spend that money it is just a guideline. He discussed the library expense and stated that the $29,980 will cover all library expenses. Mayor Holk added that he suggested $27,500 and as a courtesy he went to Lolly Turner to discuss the budgeted amount. He asked her how would they feel about the town doing the $27,500 and the Friends of the Library picking up the $2,500 and she said it looks good. He added if we budget that amount ($29,980) they're going to expect that amount. Mayor Holk added that the workers pay has been broken out and the ad valorem tax income was raised. Councilmember Johnson asked about making the library lady a town employee instead of SARPC. The Mayor said we could look into doing it that way to see if we would save some money. Councilmember Johnson questioned the payroll taxes again. The clerk stated that she left it the same
amount because she did not know what they were going to do with the library person. Mayor Holk reminded them again that this was just a recommendation from the finance committee. Councilmember Johnson said we don't know about Melanie so we won't take the money out of the payroll tax. Mayor Holk stated that we don't know an exact amount, so for budgeting purposes it doesn't matter.

10. Committee/Commission Reports
Finance Committee: No meeting - Mayor Holk did inform the council that he signed the engagement letter for Grant, Sanders and Taylor to do the audit.
Public Works/Safety: No meeting - Mayor Holk did report that maintenance took care of a wash out on Live Oak Street, hauled in some base and re-graded it and cleaned out some culverts.
Public Lands/Beautification: No meeting - Mayor Holk stated that he got a call from Debbie Fuller and asked that he meet with her about some problems they were having. Councilmember Dykema and the Mayor met with them and they are having problems with people blocking the road and their driveway. They are also having people down there all hours of the night. They talked about some signage to let people know that they can not block the road or driveways. They also discussed closing South Rock Street to any parking which would keep people from getting down to the river after dark. Mayor Holk felt that maybe a letter of understanding on what the town would do that both parties could sign. Another idea was to put in some designated parking. Councilmember Shields asked Deputy Smith about his authority for parking on municipal streets. Deputy Smith stated that it all depends, if it is a public road then they can get a ticket for illegal parking. Brad stated for the deputy's purpose there is the right-of-way and then there's the roadway and if someone is parked on the roadway it is a traffic violation. Brad added that the town needs to check with him before adding any signage to the area.
Tree & Streetscape: No meeting. Councilmember Shields stated that one issue that has come up is the tree clearance for school buses. He talked to the Chief at the Fire Department and they will be checking the clearance. Mayor Holk stated that Bryan does have a pole saw and some equipment that can take care of the smaller trimming. Councilmember Shields asked who is their responsible supervisor and the Mayor told him that they report to Karen and himself if he is around. Councilmember Shields asked the clerk to make Bryan aware of the overhang on Camellia Street.
Public Relations & Communications: No report

11. Council, Legal Counsel and Staff Comments
Brad Hicks asked regarding Baldwin County Sewer, if there is a folder that all the information about the hookups are being kept and the clerk told him yes. Mayor Holk stated that the town does have a good rapport with Baldwin County Sewer and this might be a good time to look at another franchise agreement with them. Brad stated that a franchise agreement can be geographical which could keep them away from the river and going down Oak Street.
Mayor Holk informed the council that the town has received a letter of resignation dated September 1st from Councilmember Donna Esslinger. Mayor Holk read the letter out loud which stated that she was resigning due to health issues. Mayor Holk thanked Donna for the work that she has done as a councilmember and wished her well. Mayor Holk explained to the council the procedure for appointing another councilmember. The seat must be declared vacant at a regular or special called council meeting. The seat can not be filled at the same meeting that the seat was declared vacant but can be filled at the next regular or special called meeting. Mayor Holk added that once the seat is declared vacant we will notify the public and ask for a letter of intent from anyone that would like to serve on the council. At the next regular or special meeting the council can fill the vacancy. After some discussion the Mayor decided to call a special council meeting on Thursday, September 14th at 12:00 noon. The clerk will notify the public by email of Councilmember Esslinger's resignation and the special council meeting. She will also post notice in plenty of time which is required by law. The council can then appoint the new councilmember at the regular meeting on September 26th. The council also decided to add the application from Baldwin County Sewer Service to the special council meeting agenda.

Motion by Councilmember Johnson, 2nd by Councilmember Shields to adjourn the workshop. All in favor. Motion carried.

Meeting ended at 6:15 pm
Approved this the 24th day of October, 2017

Bob Holk – Mayor

Karen S. Biel - Town Clerk