

**MINUTES OF A REGULAR MEETING  
OF THE CITY COUNCIL OF THE CITY OF  
HARTSELLE, ALABAMA  
SEPTEMBER 13, 2016**

The City Council of the City of Hartselle, Alabama, met in a regular session at 7:00 p.m. Tuesday, September 13, 2016 inside the Council Chambers at the Hartselle Municipal Building. Council President Thompson called the meeting to order.

Seth Coleman, Chaplain at Valley Rubber Company, led the invocation.

The following were present for the meeting: Council President Thompson, Council Members Billy Buckelew, Ken Doss, Dwight Tankersley, City Attorney Larry Madison and City Clerk-Controller Rita S. Lee, who also acted as Secretary of the meeting. Mayor Bill Smelser was absent. Having a quorum present, Council President Thompson declared the proceedings open for business.

Council President Thompson called for approval of the minutes of the regular meeting held on Tuesday, August 23, 2016. Council Member Doss motioned to approve the minutes; Council Member Tankersley seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then called for approval of the minutes of a special called canvass meeting held at noon on Tuesday, August 30, 2016. Council Member Doss motioned to approve the minutes; Council Member Buckelew seconded the motion. Motion carried by unanimous voice vote.

Chief Ron Puckett came forward to introduce the newest member of the Hartselle Police Department, Officer Lynn Dean. He mentioned Officer Dean had at one time worked for the Town of Falkville and most recently for Owens Cross Roads and that the department was very happy to have him. At this time, City Attorney Larry Madison came forward to administer the Oath of Office and noted he had known Officer Dean for several years and he was certain he would be an asset to the Hartselle Police Force.

Council President Thompson then called on Senator Arthur Orr, who came forward to present Officer Patrick Niles and Officer Brad Freeman a Resolution recognizing them for their heroic efforts involving an automobile accident earlier this year. Senator Orr read a portion of the resolution aloud and presented a copy to each officer. They received a standing ovation from the audience.

Council President Thompson called on Jeff Johnson, Director of the Department of Development, to come forward and discuss Ordinance 1448. Mr. Johnson explained to the Council that this ordinance was for public hearing to consider the annexation of 20 acres and a single family residence on Nanceford Road into the city limits. Mr. Johnson also said that the property is within a priority two annexation area in the comprehensive plan, and the Planning Commission had recommended approval 8-0. He asked the Council to table the ordinance after the public hearing due to the upcoming run-off election that was not anticipated when the annexation notice was published. Council President Thompson announced a public hearing open for discussion. No comments were made. Council Member Tankersley motioned to close the public hearing; Council Member Doss seconded the motion. Motion carried by unanimous voice vote. Council Member Doss motioned to table the ordinance until the November 22<sup>nd</sup> meeting; Council Member Tankersley seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then asked Mr. Johnson to discuss Ordinance 1449, also for public hearing and consideration. Mr. Johnson explained to the Council that this ordinance, if adopted, would zone the 20 acres and single family residence annexed by Ordinance 1448 as AG-1. Mr. Johnson also said the zoning designation is appropriate as a transition zone given the amount of acreage, but future zoning to R-1 is shown in the comprehensive plan with the Planning Commission's approval 8-0. He asked the Council to table the ordinance after the public hearing due to the upcoming run-off election that was not anticipated when the zoning was published. Council President Thompson announced a public hearing open for discussion. No comments

were made. Council Member Tankersley motioned to close the public hearing; Council Member Doss seconded the motion. Motion carried by unanimous voice vote. Council Member Doss motioned to table the ordinance until the November 22<sup>nd</sup> meeting; Council Member Buckelew seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson called on Public Works Director Tommy Halbrooks to step forward and give a short presentation on the advertised public hearing for the landfill extension. Council President Thompson declared the public hearing open. No comments were made. Council Member Tankersley motioned to close the public hearing; Council Member Doss seconded the motion. Motion carried by unanimous voice vote. Mr. Halbrooks stated that a resolution to approve the landfill extension would be presented at the next meeting.

Council President Thompson then asked Hartselle Fire Chief Daryl Fox to discuss the contract renewal between the City of Hartselle and Hartselle Utilities for Fire Hydrant Maintenance. Chief Fox explained that the contract sets forth the terms and conditions for the provision of maintenance, repair, replacement and flow testing services for the fire hydrants attached to the Hartselle Utilities water distribution system, and which are located in the city limits on public rights of way or Hartselle Utility easements. Council Member Doss motioned to approve the contract renewal and authorize Mayor Smelser to execute the contract; Council Member Buckelew seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson announced the next item on the agenda, a request to update the Hartselle Fire & Rescue Volunteer Roster. Chief Fox came forward and reviewed the recommended list with the Council. Council Member Doss motioned to approve the updated volunteer roster; Council Member Tankersley seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then called on City Clerk-Controller, Rita S. Lee, to discuss the amended contract with Morgan County Commission for the administration and collection of sales and use tax for the City of Hartselle. Ms. Lee explained to the Council that the Morgan County Commission had recently invested in a new software program that will allow more reporting capabilities and the ability for the Morgan County Sales Tax Office to scan checks and deposited funds directly into an account at Renasant Bank. Those funds would then be transferred on a bi-weekly basis to the City's designated bank account as well as provide evidence those funds have been deposited. Council Member Doss motioned to approve the amended contract and grant Mayor Smelser authorization to execute the contract; Council Member Buckelew seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then asked Ms. Lee to discuss the amended contract with Tyler Technologies for a new time and attendance software program. Ms. Lee explained that the City has recently found out that the current time and attendance software provider, Stromberg, does not support Windows 10 and would not be updated in the future to support it. Ms. Melee Laney, HR Administrator and IT Administrator Shawn Woods had researched a replacement for the current software and were recommending Executime, which had recently been purchased by Tyler Technologies. Ms. Laney and Mr. Woods both felt that the City will have less interface problems since Executime is now a part of the same company that provides all of the City's financial software. Council Member Doss motioned to approve the updated the contract with Tyler Technologies for the additional software and authorize Mayor Smelser to execute the contract; Council Member Buckelew seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson asked Ms. Lee to discuss the request to update the job description for Library Manager. Ms. Lee explained to the Council that Ms. Laney was updating all the City's job descriptions whenever there was a vacancy in a position. After researching other Librarian job descriptions, she felt the new format of the job description will display the job duties in a more detailed manner. Ms. Lee told the Council the Library Board, Personnel Board and City Attorney Larry Madison have all reviewed the updated job description and approved the changes. Ms. Lee also said that with the education and experience required, the pay grade was factored as a Grade 15 in the City's Compensation Plan instead of the current Grade level 14. Council Member Doss motioned to approve the updated job description for Library Manager and the pay grade update; Council Member Tankersley seconded the motion. Motion carried by

unanimous voice vote.

Council President Thompson next asked Ms. Lee to discuss the request to approve the State Aid Agreement between the Alabama Public Library Service (APLS) and the William Bradford Huie Library. Ms. Lee told the Council the APLS distributes State Aid to public libraries from available funds appropriated by the State Legislature, and they have granted \$20,112.28 to the William Bradford Huie Library for FY2017 and will distribute the funds in quarterly increments. Ms. Lee also stated the State Aid to public libraries is distributed based on population, but if proration is imposed the amount of the grant may be reduced. Council Member Doss motioned to approve the State Aid Agreement between the William Bradford Huie Library and APLS; Council Member Buckelew seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then called on Mr. Johnson again to discuss his request for a budget adjustment. Mr. Johnson explained to the Council he had requested a budget adjustment in the amount of \$82,097.18 from the State Gasoline Funds to pay invoices to Reed Contracting Services for shoulder stone on Nanceford Road and for resurfacing work on Peach Orchard Road and Hammitt Street. Council Member Doss motioned to approve the budget adjustment; Council Member Tankersley seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then announced the City had received an application from Daxton Maze for the Central Business District (CBD) Design Review Board. Council Member Doss motioned to appoint Mr. Maze to the CBD Design Review Board for a four year term expiring May 1, 2020; Council Member Tankersley seconded the motion. Motion carried by unanimous voice vote.

Council President Thompson then announced that Council Member Mike Roberson resigned from the City Council due to the fact that he and his wife had purchased a home in Decatur which would prohibit him from servicing on the Council. Council Member Doss motioned to accept Mr. Roberson's letter of resignation; Council Member Tankersley seconded the motion. Motion carried by unanimous voice vote.

At this time Council President Thompson asked for comments from the Council Members. Council Member Tankersley announced a new business that was moving to Hartselle, Source One.org and would be creating several new jobs for the City. Council Member Doss stated he was very pleased to see the police officer's recognized for their heroic effort. Council President Thompson agreed and stated the City was proud of all its employees and thanked Senator Orr for his recognition of the officers.

Council President Thompson then asked for comments from the audience. Tammy Thompson, an Arab, Alabama resident came forward to announce an event that was taking place at the Sparkman Civic Center next month, God & Country, and invited everyone to attend.

With no other business to come before the Council, Council Member Tankersley to adjourn; Council Member Buckelew seconded the motion; the motion carried unanimously by voice vote and the meeting was adjourned at 7:24 p.m.

---

Kenny Thompson, Council President

ATTEST:

---

Rita S. Lee, City Clerk/Controller