

**Brookland City Council Minutes**  
**October 10, 2016**

Meeting called to order at 7:00 PM by Mayor Jones

Roll Call: Aldermen present: Mike Bishop, Linda Anderson Reece, Wilson Shipman, William Thompson, David Gambill, and Jody Kirk along with Mayor Kenneth Jones, City Attorney Kevin Orr and City Clerk Billy Dacus.

Mike Bishop made a motion to approve September 12, 2016 Brookland City Council minutes as written. Seconded by David Gambill. Mayor Jones stated motion and second and then opened motion to the council for discussion. Being no discussion, Mayor Jones called for a vote. Mayor Jones announced motion to accept the city council minutes from September 12, 2016 passed 6 yeas to 0 nays.

There was a review of the minutes of the Planning Commission of 10/3/16. There were no questions or comments.

**New Business**

**Vector Disease Control** – *Final monthly mosquito report* – Mayor Jones briefly reviewed the booklet that summarized last month's spray output for the city with the council. He asked if there were any questions or comments. There was no discussion.

**Resolution 2016-21** – This resolution is to set permit fee for temporary electrical service at construction sites. City Attorney Kevin Orr read Resolution 2016-21 in its entirety. Mike Bishop made motion to accept Resolution 2016-21 as read. The motion was seconded by David Gambill. Mayor Jones stated motion and second and opened motion to council for discussion. The question was raised by the council as to how much the surrounding cities charge. Mayor Jones answered the question. Mayor Jones then called for a vote. Mayor Jones announced motion passed 6 yeas to 0 nays.

**Resolution 2016-22** – This resolution is to set the millage rates for the city. The Mayor had (2) resolutions to present to the council. He asked which one the council would be deemed appropriate. One was for a 1.5 mill rate and the other was for 1.25 mill rate. It was decided to go with the lower rate of 1.25 mill rate. City Attorney Kevin Orr read Resolution 2016-22 in its entirety. Mike Bishop made motion to accept Resolution 2016-21 as read. The motion was seconded by David Gambill. Mayor Jones stated motion and second and opened motion to council for discussion. The question was raised by the council enquiring if any other city entities collect money on the millage rate. Mayor Jones answered the question. Mayor Jones then called for a vote. Mayor Jones announced motion passed 6 yeas to 0 nays.

**Appoint Planning Commission Member - need to appoint member to fill vacancy:** – (*Audie Cox, Cherie Belcher and Ben Miles have expressed interest in being on the planning commission*) No action was taken on this issue because none of the interested parties were present at the meeting. This will be addressed at the next meeting.

**Addition to the Agenda:** The Mayor ask the council for a motion to add an item to the agenda. Mike Bishop made a motion to add Sonic's request to remove a retention pond located near the Sonic

location to the agenda. The motion was seconded by David Gambill. The Mayor ask if there were any discussion, being none he called for a vote. The motion passed 6 yeas to 0 nays to add the item to the agenda.

**Discussion of removal of retention pond on Sonic's property** – Sonic has requested to remove a retention pond at the Southeast corner of their property. Mayor Jones told Council member Jody Kirk that he was welcome to talk about the subject but since he works for Sonic, he would have to abstain when the council votes. Jody, representing Sonic asked the council and the city if the retention pond could be removed because it is not working the way that it was designed to. Water stands and doesn't flow off plus it gathers unwanted trash. The south ditch would be re-designed to carry the water away. There would be no expense to the city. After some brief discussion, William Thompson made a motion the allow Sonic to remove the retention pond at the southeast corner of their property and rework the drainage ditch to the south for correct drainage. The motion was seconded by Wilson Shipman. The Mayor asked if there was any more discussion, being none he called for a vote. The motion passed 5 yeas to 0 nays with Council Member Jody Kirk abstaining to remove the pond.

## **Old Business**

**Suggestions from the council regarding committee members to provide assistance to senior citizens** – Mallory Grimes addressed the council telling them that she is involved with others that help senior citizens that is very similar to the program that the city of Brookland is trying to start. She stated that she would like to serve on the Brookland committee and thinks she would be a valuable resource. After discussion about the committee, William Thompson made a motion to form a Brookland Helping Hands committee. The motion was seconded by Wilson Shipman. The Mayor ask if there were any more discussion, being none he called for a vote. The motion passed 6 yeas to 0 nays to form the committee.

Mayor Jones passed out a list of names that were interested in being the committee. He stated that he was submitting these names as committee members. David Gambill made a motion to accept the following appointees as committee members for Brookland Helping Hands. The names are: Danny Hathcoat, Shaye Coggins, Reba Jones, Andrea Alley, Jana Wineland, Lora Hathcoat, and Mallory Grimes. The motion was seconded by William Thompson. The Mayor ask if there were any more discussion, being none he called for a vote. The motion passed 6 yeas to 0 nays.

The Mayor stated that a letter would be sent to each appointees. Also, he would help them set up the first meeting which they would work on by-laws and meeting times.

**Update on drainage ditch in Hardwood Acres; between Cherry & Brookland Streets** – Mayor Jones stated that out of the 14 properties, that only 5 had signed and returned the letter giving the city an easement to the ditch area. There was a brief discussion on how many feet was needed to work in the area. Mayor Jones said that they were asking for 10 feet on each side of the ditch for the room to operate the city's equipment, but it wouldn't take that much. Mayor Jones also stated that there was currently a ten (10) foot utility easement on the north side of the current ditch and they just matched both sides to be the same. The situation will be monitored and updated next month.

**Update on East School St. drainage improvements** – Mayor Jones passed out an aerial photo of the area of work on east school street. He stated that this an expensive project with the buying of the converts that run underground. He discovered that the Hackett property next to the railroad was for sell. He stated that by buying the property, the city could save 5 thousand dollars because the city wouldn't have to install the underground converts in that area. After a discussion by the council on the pros and cons of buying the property, William Thompson made a motion to pursue the buying of the Hackett property located by the Pacific Union railroad on East School Street at the cost of 10 thousand dollars. The motion was seconded by Wilson Shipman. The Mayor ask if there were any more discussion, being none he called for a vote. The motion passed 6 yeas to 0 nays to buy the property.

**Rental property at 247 Brady Lane** – At last month's meeting the council passed a motion to rent 247 Brady Lane to the waste/water superintendent for \$400 per month. Mayor Jones send out a letter a couple of days after the meeting vetoing the motion. The mayor attended a meeting the next day after the council meeting and he found out the motion was not legally binding. A city employee cannot live in the house and then work on the house without being on the clock. Also, the rent needs to be set at a reasonable rate as compared to other rent in the surrounding area. He stated that the city attorney can draft a rental agreement at what the city and council set but the city can't set it based on a person being an employee for the city and giving a reduced rate because it can be perceived as being part of his salary. Whoever rents the house will need to write a check to the city monthly for the rent. Mayor Jones suggests that City Attorney Orr look into this situation and draw up a contract that would be legal and binding. Tim Harrington, the water superintendent addressed the council and withdrew his name of consideration to rent the house. There will be an update to this matter next month.

**WIP 2016-01 - Update from new well; electronic read meter installations; software training** – Jason McDonald updated the council on the new well process. He stated that all the material analysis was sent to the Health Department and that they are waiting to hear back from them before continuing. This process could take up to 3 to 5 weeks. Also, there was much discussion on the best way to get a well house. It could be built by general contractors or it could be purchased pre-fab. This will be evaluated and brought to the council for approval later.

Training for the electronic meters is still ongoing with the latest training coming up in mid-October.

**Previous Month's Financials** – Mayor Jones reviewed September Financial Reports. The following are 9-30-16 ending balances for the main operating checking accounts:

1. General Fund ending balance was \$206,129.01
2. Street Fund ending balance was \$87,180.24
3. Utility Fund ending balance was \$303,118.51

The Mayor passed out a report to the council on the revenue created by the increase 2% sales tax. The amount was quite pleasing and at the current pace, the bond should be paid off in a timely matter.

**Mayor's Notes** –

**177 Brady Lane condemnation- update.** – The Mayor wanted to update the council on the process of 177 Brady Lane. Mayor Jones stated that the Jackson’s (the property owners) were to contact the CRDC for help with their situation. The Mayor will follow up on this and report at next month’s meeting.

**Question following September council meeting regarding Gambill Subdivision by council member in parking lot concerning who gave Mayor Jones permission to bid project?** Mayor Jones wanted the council to know that the bidding was approved in the budget for this year. He also stated that all questions should be addressed in the council meeting.

**Winter AML Convention - January 11-13; who will attend?** – The Mayor said he needed to know in the near future who would be attending the AML Convention in January.

**Mayor Jones will be out of town on date of November meeting** – Mayor Jones announced that he could be out of town on the date of next month’s meeting. After a discussion by the council, it was decided to move the meeting back a week. A motion was made by Wilson Shipman to move the November meeting to the 21<sup>st</sup>. David Gambill seconded the motion. The motion passed 6 yeas to 0 nays.

The council asked when the Gambill Sewer project would start. Mayor Jones said that it would begin within the next two weeks.

Bob Blankenship addressed the council and the floor asking for support in the upcoming election. He is running for Justice of the Peace in District 11.

The Mayor announced that there would be a Trunk or Treat on Saturday the 29<sup>th</sup> at Danny’s Bar-B-Que. The event is sponsored by the Brookland Police Department and area businesses.

Some concerned citizens from the Brookland Hill subdivision addressed the council with concerns about vandalism in the area. Also, they were concern with quality of some of the construction in the upcoming stages. They also questioned the speed limits of the streets. The Mayor stated that the city would get the signs up for the speed as well as other signs that need to be added. The Mayor also stated that the city was looking at adding lighting in the area that would help with the vandalism. Mayor Jones stated that the city would look in the concerns in more depth of this situation.

Wilson Shipman made a motion to adjourn. Second by David Gambill. Mayor Jones called for a vote. Mayor Jones announced motion passed 6 yeas to 0 nays. Meeting adjourned at 8:50 PM by Mayor Jones.

Kenneth Jones, Mayor

Billy Dacus, City Clerk/Treasurer