STATE OF ALABAMA) (
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COUNTY OF BALDWIN) (

The City Council met in a Work Session at 4:30 p.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Thursday, 20 December 2018.

Present were Council President Jack Burrell, Councilmembers: Jay Robinson, Jimmy Conyers, Robert Brown and Kevin Boone, Mayor Karin Wilson, City Attorney Marcus E. McDowell and City Clerk Lisa A. Hanks.

Council President Burrell called the meeting to order at 4:30 p.m.

The following topics were discussed:

- Building Official Erik Cortinas addressed the City Council regarding the following items:
 - Mandatory Increases for Building Inspector Certifications from \$.35 per certification to \$.50 per certification. He suggested two per year with a maximum of 10 per employee; and this helps the City's ISO Rating. Councilmember Robinson stated this will benefit the Community and the City. The consensus of the City Council was to move forward.
 - 2) Right-of-Ways and the need for a Right-of-Way Inspector instead of a Building Inspector. This inspector would allow more control in the Right-of-Ways and help with ADA compliance. Councilmember Boone questioned if work slows down could this employee help with other duties. Mr. Cortinas replied yes; and said this would be the same Pay Grade and Range, but some specialized knowledge is needed. Council President Burrell asked if the Job Description had been looked at by the Personnel Board. Mayor Wilson stated the duties are for the Department; and sending to Personnel Board would delay the day-to-day operations.
 - 3) Upcoming Code Adoption and the ISO Audit. He said the City needs to update to the 2018 International Codes and 2017 Electric Code with supplements just for Fairhope, as well as, drainage and house flooding. Mr. Cortinas mentioned an Open House to be held to go over the changes in the Codes.
 - 4) Board of Adjustments and Appeals for the Building Code. He said no one has the right to appeal unless going to Circuit Court; and said our job is to get it right. Mr. Cortinas stated the Code of Alabama allows us legally to have this Board.
- Operations Director Richard Peterson addressed the City Council regarding the Fels Avenue lift stations and three possible locations and decorative fence choices. Council President Burrell stated he like Option 3 for the lift station and Option 2 for the fence.
- Assistant Water and Sewer Superintendent Jay Whitman addressed the City Council and mentioned the water main break on Sunday at Highway 98 and County Road 32.

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Mayor Wilson and Auditor Lee Parks addressed the City Council regarding best practices and inefficiencies in the absence of the City Treasurer. Mr. Parks said the Finance and Treasury should work together. Council President Burrell stated each City is unique than other Cities; and the person overseeing the department could be the City Treasure or Finance Director. Mayor Wilson commented it is too departmentalized with too many chiefs; and one person should see full picture. Mr. Parks stated the City needs to get someone to come in and evaluate all departments

Councilmember Robinson stated the City Treasurer is appointed pursuant to Code of Alabama. Councilmember Conyers said that none of the appointed official are in a subordinate position. Council President Burrell questioned are some efficiencies with personnel. Council President Burrell reiterated the City Council could appoint the Treasurer over the Finance Department. Mr. Parks said we need a separate Purchasing Department for segregation of controls and duties. Councilmember Robinson asked if the City benefited having a CPA in Finance and/or City Treasurer. Mr. Parks replied the person needs governmental accounting rules.

Councilmember Conyers questioned when the Compensation Study and Job Descriptions would be done. Mayor Wilson responded we need a Structural Operations Overview first.

There being no further business to come before the City Council, the meeting was duly adjourned at 5:43 p.m.

Jack Burrell, Council Presiden

Lisa A. Hanks, MMC

City Clerk