

STATE OF ALABAMA                    )  
   :  
 COUNTY OF BALDWIN                )(

The City Council, City of Fairhope, met in regular session at 6:00 p.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Monday, 10 August 2020

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

There being a quorum present, Council President Pro Tempore Robinson called the meeting to order. The invocation was given by Reverend Dr. Mary Jayne Ledgerwood of St. James Episcopal Church and the Pledge of Allegiance was recited.

Council President Pro Tempore Robinson stated there was a need to add on three agenda items after Agenda Item Number 20: a resolution that motion to approve the appointment of Major Jimmy Milton of the Baldwin County Sheriff's Department as the Department Review Officer for the City of Fairhope Police Department; a resolution to award Bid for Unprotected Natural Gas Services (Bid No. 032-20) to EQUIX Energy Services, LLC, with an estimated cost of \$585,000.00 to complete the required 30% by December 31, 2020; and a resolution that Eight (8) Picnic Tables previously used within the City are hereby declared surplus. Said surplus items are to be donated to the Fairhope Rotary Youth Club and Local Schools as needed for social distancing purposes.

Councilmember Boone moved to add on the above-mentioned items not on the printed agenda. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Councilmember Conyers moved to approve minutes of the 27 July 2020, regular meeting; minutes of the 27 July 2020, work session; and minutes of the 27 July 2020, agenda meeting. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

Mayor Wilson addressed the City Council regarding the following items:

- 1) Voters received card mailers for their input to prioritize capital spending for the 2021 budget;
- 2) Fiscal health of the City; and stated there is a detailed summary on Mayor Karin Wilson's blog;
- 3) Volunteer of the Year is Bob Riggs; and

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- 4) Marilane Carter who have been missing for approximately a week is one of our employee's, Mason Mesler, sister. Mayor Wilson asked everyone to keep the family in their prayers; and then asked for a moment of silence.

Councilmember Boone commended everyone who worked on those tanks at Fairhope Avenue and Section Street.

Council President Pro Tempore Robinson said school begins Wednesday and we need to say a prayer for everyone; and trust the staff and administrators.

Councilmember Boone moved for final adoption of Ordinance No. 1685, an ordinance to annex the City of Fairhope property located at 560 South Section Street, Fairhope, Alabama. Tax Parcel 46-04-19-4-000-001.001. (Introduced at the July 27, 2020 City Council Meeting) Seconded by Councilmember Conyers, motion for final adoption passed by the following voice votes: AYE – Robinson, Conyers, Brown, and Boone. NAY - None.

Councilmember Conyers moved for final adoption of Ordinance No. 1686, an ordinance to annex the Keith Austin Glines, Chris Estes, and Wendy Estes property to be known as Glines Subdivision located on Grace Lake Road, Fairhope, Alabama. Tax Parcels 56-02-09-1-001-002.001, 56-02-09-1-001-002.005, 56-02-09-1-001-002.006 and 56-02-09-1-001-002.007. (Introduced at the July 27, 2020 City Council Meeting) Seconded by Councilmember Boone, motion for final adoption passed by the following voice votes: AYE – Robinson, Conyers, Brown, and Boone. NAY - None.

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council approves Amendment No. I to the Contract and amends Resolution No. 2833-17 for RFQ No. PS026-17, Professional Consulting Services to Upgrade City's GIS with Online Mapping System, for the one-year extension of contract work will be \$1,200/month for a total \$14,400.00; and authorizes the Mayor to execute the Contract Amendment No. 1. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

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10 August 2020

**RESOLUTION NO. 3786-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA,** That the City Council approves Amendment No. 1 to the Contract and amends Resolution No. 2833-17 for RFQ No. PS026-17, Professional Consulting Services to Upgrade City's GIS with Online Mapping System, for the one-year extension of contract work will be \$1,200/month for a total of FOURTEEN THOUSAND FOUR HUNDRED DOLLARS (\$14,400.00); and authorizes the Mayor to execute the Contract Amendment No. 1.

DULY ADOPTED THIS 10TH DAY OF AUGUST 2020


Karin Wilson, Mayor

Attest:



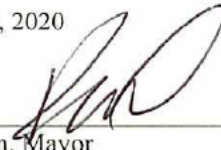
Lisa A. Hanks, MMC  
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to award Bid for Civic Center Stage Repairs (Bid No. PW005-20) to Seale Quality Construction and Renovations with a total bid cost of \$45,250.00. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

**RESOLUTION NO. 3787-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA,** as follows:

- [1] That the City of Fairhope did request, receive, and open quotes for Civic Center Stage Repairs (Bid Number PW005-20).
- [2] At the appointed time and place, the quotes were opened and tabulated.
- [3] After evaluating the bid proposals with the required bid specifications, Seale Quality Construction and Renovations, Inc. with a total bid proposal of \$45,250.00, is now awarded the bid for Civic Center Stage Repairs.

Adopted on this 10th day of August, 2020


Karin Wilson, Mayor

Attest:



Lisa A. Hanks, MMC  
City Clerk

10 August 2020

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to award the Roof Repairs for the K-1 Center to Roof Doctors with a total cost of \$36,600.00. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

**RESOLUTION NO. 3788-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, as follows:

[1] That the City of Fairhope did request, receive, and open Request for Quotes for Roof Repair to the K-1 Center.

[2] At the appointed time and place, the following Request for Quotes bids were opened and tabulated.

[3] After evaluating the proposals with the required specifications, Roof Doctors with a total cost proposal of \$36,600.00, is now awarded the bid for Roof Repair to the K-1 Center.

Adopted on this 10th day of August, 2020

  
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 Karin Wilson, Mayor

Attest:

  
 \_\_\_\_\_  
 Lisa A. Hanks, MMC  
 City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of 424 Meters for the Gas Department to be purchased from ELSTER America Meter Company, through Ed Young Sales Company, Inc. as sole-source sales rep for Elster. The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total procurement for the quoted price is \$54,964.81. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.


10 August 2020

**RESOLUTION NO. 3789-20****BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, as follows:

[1] That the City of Fairhope approves the procurement of 424 Meters for the Gas Department to be purchased from ELSTER America Meter Company, through Ed Young Sales Company, Inc. as sole-source sales rep for Elster. The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total procurement for the quoted price is \$54,964.81.

Adopted on this 10th day of August, 2020
  
 Karin Wilson, Mayor

Attest:

  
 Lisa A. Hanks, MMC  
 City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of 424 ERTS for the Gas Department to be purchased from Consolidated Pipe and Supply Company, Inc. the sole-source distributor for the Neptune ERTS. The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total procurement for the quoted price is \$37,312.00 plus freight. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

**RESOLUTION NO. 3790-20****BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, as follows:

[1] That the City of Fairhope approves the procurement of 424 ERTS for the Gas Department to be purchased from Consolidated Pipe and Supply Company, Inc. the sole-source distributor for the NEPTUNE ERTS. The units must fit into our existing standardized system; and are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total procurement for the quoted price is \$37,312.00 plus freight.

Adopted on this 10th day of August, 2020
  
 Karin Wilson, Mayor

Attest:

  
 Lisa A. Hanks, MMC  
 City Clerk

10 August 2020

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of 876 Regulators for the Gas Department to be purchased from M.T. Deason, Authorized Itron Gas Utility Distributor, Inc. The units are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total procurement amount of \$22,941.44 plus freight. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

**RESOLUTION NO. 3791-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA,** as follows:

[1] That the City of Fairhope approves the procurement of 876 Regulators for the Gas Department to be purchased from M.T. Deason, Authorized Itron Gas Utility Distributor, Inc. The units are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The total procurement amount of \$22,941.44 plus freight.

Adopted on this 10<sup>th</sup> day of August, 2020

  
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 Karin Wilson, Mayor

Attest:

  
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 Lisa A. Hanks, MMC  
 City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement of Supply Zinc Orthophosphate and TKKP Chemicals for the Water Department for FY2021. These chemicals are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The estimated annual cost is \$72,992.00 dependent on population growth and weather conditions. Seconded by Councilmember Brown, motion passed unanimously by voice vote.


10 August 2020

**RESOLUTION NO. 3792-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, as follows:

[1] That the City of Fairhope approves the procurement of Supply Zinc Orthophosphate and TKKP Chemicals for the Water Department for FY2021. These chemicals are exempt from formal bid pursuant to Code of Alabama 1975, Section 41-16-51(b)(7). The estimated annual cost is \$72,992.00 dependent on population growth and weather conditions.

Adopted on this 10<sup>th</sup> day of August, 2020

  
\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

  
\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to procure the City's MUNIS Software Annual Maintenance and Licensing Fees for IT Department, from Tyler Technologies, Inc. as Sole Source Distributor; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13): "Contractual services and purchases of commodities for which there is only one vendor or supplier and contractual services and purchases of personal property which by their very nature are impossible to award by competitive bidding." Munis – \$51,162.30 and Incode - \$12,029.37 for a total cost of \$63,191.67. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

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10 August 2020

**RESOLUTION NO. 3793-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, as follows:

[1] That the City of Fairhope has voted to procure the City's MUNIS Software Annual Maintenance and Licensing Fees for IT Department, from Tyler Technologies, Inc. as Sole Source Distributor; and authorizes procurement based on the option allowed by the Code of Alabama 1975, Section 41-16-51(13): "Contractual services and purchases of commodities for which there is only one vendor or supplier and contractual services and purchases of personal property which by their very nature are impossible to award by competitive bidding." Munis - \$51,162.30 and Incode - \$12,029.37 for a total cost of \$63,191.67.

Adopted on this 10h day of August, 2020

  
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 Karin Wilson, Mayor

Attest:

  
 \_\_\_\_\_  
 Lisa A. Hanks, MMC  
 City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted for renewal of three-year master service agreement with Everbridge emergency notification system service for the IT Department for direct procurement from Everbridge of Pasadena, CA. This procurement is over the green sheet approval benchmark of \$5,000 for unbudgeted requests and requires Council's approval. The cost is \$7,593.16 for each year of the three-year agreement. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

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10 August 2020

**RESOLUTION NO. 3794-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, as follows:

[1] That the City of Fairhope has voted to renewal of three-year master service agreement with Everbridge emergency notification system service for the IT Department for direct procurement from Everbridge of Pasadena, CA. This procurement is over the green sheet approval benchmark of \$5,000 for unbudgeted requests and requires Council's approval. The cost is \$7,593.16 for each year of the three-year agreement.

Adopted on this 10th day of August, 2020

  
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 Karin Wilson, Mayor

Attest:

  
 \_\_\_\_\_  
 Lisa A. Hanks, MMC  
 City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase a 2020 Ford F150 Supercab 4x2 Pickup Truck for the Planning Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid. The cost will be \$23,854.00. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

**RESOLUTION NO. 3795-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, as follows:

[1] That the City of Fairhope has voted to purchase a 2020 Ford F150 Supercab 4x2 Pickup Truck for the Planning Department; and the type of vehicle needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid; and

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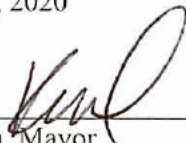
[2] The following is the Alabama State Department of Purchasing contract information:

Bid Number: T191A

2020 Ford F150 Supercab

Cost is \$23,854.00

Adopted on this 10th day of August, 2020

  
\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

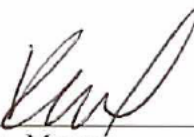
  
\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope approves the procurement for a 20 foot Storage Container for Storage of Ammunition for the Police Department with a cost of \$11,900.00 from Southern Truck & Equipment. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

**RESOLUTION NO. 3796-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA,** That the City of Fairhope approves the procurement for a 20 foot Storage Container for Storage of Ammunition for the Police Department with a cost of \$11,900.00 from Southern Truck & Equipment.

Adopted on this 10th day of August, 2020

  
\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

  
\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

10 August 2020

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution authorizing the Mayor or Council President to execute and deliver an Agreement between the Fairhope Volunteer Fire Department, Inc. and the City of Fairhope. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

**RESOLUTION NO. 3797-20**

**RESOLUTION AUTHORIZING THE EXECUTION  
AND DELIVERLY OF AN AGREEMENT BETWEEN THE  
FAIRHOPE VOLUNTEER FIRE DEPARTMENT, INC.  
AND THE CITY OF FAIRHOPE**

WHEREAS, the Fairhope Volunteer Fire Department, Inc. (“Department”) will furnish fire protection to all property within the City of Fairhope (“City”); and

WHEREAS, the City desires that the Department provide such services to the City and the fire jurisdiction; and

WHEREAS, the City Attorney has reviewed and approved the Agreement with respect to the matters set forth above, and

**NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA** as follows:

1. The Agreement between the City and Fire Department attached hereto is hereby approved.
2. The Mayor or the Council President is authorized and directed to execute and deliver such Agreement on behalf of the City of Fairhope.

DULY ADOPTED THIS 10TH DAY OF AUGUST, 2020

  
\_\_\_\_\_  
Jack Burrell, Council President

Attest:

  
\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

10 August 2020

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Reclassify the following Job Position; and the Job Description and Grade of Pay for same; and amend the budget for positions: from an Administrative Assistant to Field Audit Technician (Grade 20). Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

**RESOLUTION NO. 3798-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA,** That the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Reclassify the following Job Position in the Meter Department; and the Job Description and Grade of Pay for same; and amend the budget for positions per the following:

<b>Reclassify:</b>	<b>Job Positions</b>	<b>Grade of Pay</b>
	Administrative Assistant	20
<b>To:</b>	Field Audit Technician	20

ADOPTED THIS 10TH DAY OF AUGUST, 2020

  
\_\_\_\_\_  
Karin Wilson, Mayor

ATTEST:

  
\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the City Council hereby amends Resolution No. 3785-20 to add the following: Due to Covid-19 capacity restrictions and social distancing requirements, the City Council finds that a public purpose is being served by the use of the Council Chambers and AV broadcast for the citizens. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

10 August 2020


**RESOLUTION NO. 3799-20**

**WHEREAS**, the City Council adopted Resolution No. 3785-20 on July 27, 2020 to authorize and approve the Common Sense Campaign to hold its Candidates forum on Thursday, August 20, 2020, from 6:00 p.m. to 8:00 p.m.; and

**WHEREAS**, there is a need to revise the resolution to add the following: Due to Covid-19 capacity restrictions and social distancing requirements, the City Council finds that a public purpose is being served by the use of the Council Chambers and AV broadcast for the citizens.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, That the City Council hereby amends Resolution No. 3785-20 to add the following: Due to Covid-19 capacity restrictions and social distancing requirements, the City Council finds that a public purpose is being served by the use of the Council Chambers and AV broadcast for the citizens.

Adopted on this 10th day of August, 2020

  
\_\_\_\_\_  
Karin Wilson, Mayor

Attest:

  
\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Boone introduced in writing, and moved for the adoption of the following resolution, a resolution that motion to approve the appointment of Major Jimmy Milton of the Baldwin County Sheriff's Department as the Department Review Officer for the City of Fairhope Police Department. Major Jimmy Milton has been employed with the Baldwin County Sheriff's Department for 23 years. He serves as the Commander over Field Operations and prior to this position he served as Commander over the Corrections Division. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

10 August 2020

**RESOLUTION NO. 3800-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that motion to approve the appointment of Major Jimmy Milton of the Baldwin County Sheriff's Department as the Department Review Officer for the City of Fairhope Police Department. Major Jimmy Milton has been employed with the Baldwin County Sheriff's Department for 23 years. He serves as the Commander over Field Operations and prior to this position he served as Commander over the Corrections Division.

ADOPTED 10TH DAY OF AUGUST, 2020



\_\_\_\_\_  
Karin Wilson, Mayor

ATTEST:



\_\_\_\_\_  
Lisa A. Hanks, MMC  
City Clerk

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution to award Bid for Unprotected Natural Gas Services (Bid No. 032-20) to EQUIX Energy Services, LLC, with an estimated cost of \$585,000.00 to complete the required 30% by December 31, 2020. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

**RESOLUTION NO. 3801-20**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, as follows:

[1] That the City of Fairhope did request, receive, and open bids for Unprotected Natural Gas Services (Bid Number 032-20).

[2] At the appointed time and place, the following bids were opened and tabulated.

10 August 2020

[3] After evaluating the bid proposals with the required bid specifications, EQUIX Energy Services, LLC, based on amounts in their bid submittal, for an estimated cost of \$585,000.00 to complete the required 30% by December 31, 2020, is now awarded the bid for Unprotected Natural Gas Services.

Adopted on this 10th day of August, 2020

  
 \_\_\_\_\_  
 Karin Wilson, Mayor

Attest:

  
 \_\_\_\_\_  
 Lisa A. Hanks, MMC  
 City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that Eight (8) Picnic Tables previously used within the City are hereby declared surplus. Said surplus items are to be donated to the Fairhope Rotary Youth Club and Local Schools as needed for social distancing purposes. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

**RESOLUTION NO. 3802-20**

**BE IT HEREBY RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA**, that Eight (8) Picnic Tables previously used within the City are hereby declared surplus. Said surplus items are to be donated to the Fairhope Rotary Youth Club and Local Schools as needed for social distancing purposes.

ADOPTED AND APPROVED THIS 10TH DAY OF AUGUST, 2020

  
 \_\_\_\_\_  
 Karin Wilson, Mayor

ATTEST:

  
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 Lisa A. Hanks, MMC  
 City Clerk

10 August 2020

Councilmember Boone moved to adjourn the meeting. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

There being no further business to come before the City Council, the meeting was duly adjourned at 6:28 p.m.



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Jay Robinson,  
Council President Pro Tempore



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Lisa A. Hanks, MMC  
City Clerk