

Council Meeting Minutes

February 21, 2017

The regularly scheduled meeting of the City Council of Audubon Park was held on Tuesday, February 21, 2017 at 3340 Robin Road, with the following present: Mayor Dorn Crawford and Councilors Darrell Shelton, Brittney Gorter, Amanda Thompson, Mike Gardner, Andrew Klump and Lisa Weaver. Also present were Chief of Police Doug Sweeney, bookkeeper Susan Gordinier, and City Clerk Janette Mercer.

Call to Order

Mayor Crawford called the meeting to order at 7:00 PM. He opened the floor for public comments.

Opening Public Comments

Tony Williams, 3220 Eagle Pass – Mr. Williams did not have an update on the \$83K grant for energy conservation. He asked if the House bill that Jim Wayne worked on last year was going to be refiled this year. The Mayor answered yes and it has already been filed. Mr. Williams asked about the dollar amount that was budgeted for the entrance lighting, and wanted to be sure that the city budgeted enough because he would like to see this project completed by June. There were some comments and questions about the energy grant.

The Mayor asked if he could move up on the agenda the confirmation and installation of new board members. The Council agreed. Mayor Crawford introduced Jon Kapp and Ryan Smith as candidates for the Ethics Board. Both gentlemen gave brief synopses of themselves. The Mayor asked for a motion to confirm Dr. Kapp. Mike Gardner made a motion to confirm the appointment. Darrell Shelton seconded, and the motion passed unanimously. The Mayor asked for a motion to confirm Mr. Smith. Darrell Shelton made a motion to confirm the appointment. Lisa Weaver seconded, and the motion passed unanimously. The Mayor administered the Oath of Office for both candidates.

Mayor Crawford introduced Sarah Parker (noting that she has already been confirmed), Sterling Denham, Jeff Prewitt and James Palazzo as candidates for the Parks and Recreation Board, and gave short synopses on all candidates. The Mayor asked for a motion to confirm the latter three appointments. Darrell Shelton made a motion to confirm the appointments. Lisa Weaver seconded, and the motion passed unanimously. Mayor Crawford administered the Oath of Office to James Palazzo, who was the only one able to attend the meeting.

Public Safety

Chief Sweeney presented the police report. The Chief discussed revision of the staffing model for the police department. The department will have two additional full-time officers, covering the same patrol schedule currently manned by part-timers. Chief Sweeney explained that the department has too much turnover. He was at risk of losing a few more, and by offering full time, one has committed to stay for a minimum of one year. There was discussion about the advantage of full-time versus part-time manning.

Darrell Shelton asked about reports of speeding and rolling through stop signs. The Chief replied it was being addressed. There were several more comments about speeding in the city. The police report is included as part of these minutes.

Financial Report

The Mayor noted the written report and opened the floor for comments and questions. Hearing none, the Mayor asked for a motion to approve the financial report. Darrell Shelton made a motion to approve the financial report. Amanda Thompson seconded, and the motion passed unanimously. The financial report is included as part of these minutes.

Forest Board

The Mayor noted the written report and opened the floor for questions and comments. Darrell Shelton stated that most of the Forest Board's supplies and materials are being stored at Anne Bobigian's house and asked if there were any arrangements being made to store the materials in the garage at City Hall. The Mayor replied yes, and some materials have already been brought in. He explained that Public Works has cleaned out one bay of the garage and should have storage space for the Forest Board materials as well as any additional things the Parks and Recreation Board needs to store. The Mayor discussed the tree replacement program and the success they have had so far. The Forest Board report is included as part of these minutes.

Parks and Recreation Report

The Mayor noted the written report and opened the floor for questions and comments. He spoke about the upcoming Dogwood Festival/Light-Up Audubon. Darrell Shelton added to encourage your neighbors to volunteer for the events. Amanda Thompson asked about the ages that would be acceptable to volunteer. There were several comments about volunteering. Daniel Stevens noted the next project that the board was working on was park signage. He wanted to know the official names of the parks and if the signage should read the official names or what the parks are commonly called. The Mayor's suggestion was the signage should use the official names, which would be reviewed in the course of updating the City Code. The decision was made to have a sign designed for Robin Park by the next meeting on March 20th for discussion. There were several comments about the signage for the parks. The Parks and Recreation report is included as part of these minutes.

Unfinished Business

The Mayor noted the meeting minutes for the January 17th meeting and opened the floor for comments and questions. Amanda Thompson noted an error in one reference to the date of the meeting. The Mayor asked for a motion to approve the minutes. Brittney Gorter made a motion to approve with the one correction. Darrell Shelton seconded, and the motion passed unanimously.

The Mayor offered the updated amended budget ordinance for approval. There were several comments about the unallocated balance annotated in the revised text.

Darrell Shelton asked if there was sufficient funding for the entrance lighting, and if not, does that line of the budget need to be amended. The Mayor replied that he has spoken to the Engineer and the amount allocated should be enough. The Mayor asked for a second reading of the ordinance by the City Clerk.

Darrell Shelton asked about the proposed procurement of a file server, versus Cloud storage. There were additional remarks about the file server. The Mayor asked for a final vote for adopting the amended budget. There were 5 in favor and 1 opposed (Andrew Klump opposed).

Mayor Crawford offered an update on the Engineer's work, because the engineer did not submit a report. He noted the Engineer is still obtaining bids for the road work and entrance lighting. Mike Gardner noted that more money has been moved to the Road Fund, so more work will be completed on the roads. The Mayor noted that was money that was due from the General Fund. There were several comments on trying to get work completed the roads.

Brittney Gorter asked about the entrance lighting. The Mayor explained that the process has taken longer than he wished. Amanda Thompson added that her husband is an electrical contractor and he has stated that will be a very big job.

New Business

Mayor Crawford put together a working list of unfunded requirements for the 2018 budget and has placed a copy in each Councilor's desk drawer for the councilors to get an idea of what the city is looking at for the upcoming budget cycle. Amanda Thompson started the discussion about the Farmer's Market. Ms. Thompson stated that she has completed some exploratory work, but has since realized she will not have the time to dedicate to the project and would like to see if anyone in the community would take the ball and run with it.

Mayor's Report

Mayor Crawford gave an update on the status of the City's boards. He noted that there were still two vacancies on the Code Enforcement Board, and he was working on obtaining a city attorney to present to the Council. Darrell Shelton asked if the Mayor has a system in place to determine when the term of each board member expires, since terms are initially staggered.

Mayor Crawford noted that the newsletter is coming out next month and he wanted to encourage the Council to use it as a vehicle to communicate with the community. He also discussed upcoming seasonal events.

The Mayor asked the Councilors if there was a need for a closed session. Andrew Klump replied that he would like to have a closed session. The Mayor asked if he could conduct closing public comments first before closed session. The Council agreed.

Closing Public Comments

Gill Zinner, 3315 Wren – Mr. Zinner stated the park in front of his house has been called Robin as well as Wren. Mayor Crawford clarified, according to the ordinance, the park in front of Zinner's house is Robin and the park currently called Henderson was originally Wren. Mr. Zinner wanted to be sure that the City stays true to the history of the community.

Linda Bogner, 1140 Audubon Pkwy – Ms. Bogner wanted to discuss the \$10K parks reserve. She is worried that from year to year the city will lose track of the reserve. Mike Gardner showed Ms. Bogner where it is being tracked on the report and also informed her that the Parks and Recreation Board will submit a budget proposal each year and they will track how much remains in reserve from one year to the next.

Laura Kelty, 3242 Cross Bill – Ms. Kelty asked if donations from the events were being tracked. She wanted them to be tracked in detail, e.g., she donated \$20 and wanted it to go towards the entrance lighting and not to a bouncy house. Brittney Gorter answered as a volunteer, she knows that the

donations were not tracked in that manner. There were several comments about donations and making it transparent.

Linda Bogner, 1140 Audubon Pkwy – Ms. Bogner asked about the staggered terms of the board members and if the terms should be part of the boards' by-laws. There were several comments about tracking the terms.

Gill Zinner, 3315 Wren – Mr. Zinner noted that the city is in better shape today than it was several years ago and maybe everyone needs to take account of that. Mayor Crawford thanked Mr. Zinner for the comment.

Mayor Crawford asked for a motion to go into executive session. Andrew Klump made a motion to go into closed session. Darrell Shelton seconded, and the motion passed unanimously.

The regular business of the meeting concluded at 9:10 PM.

The Mayor informed the gallery that the Council is going into closed session, requiring the room to be cleared. There will not be any more regular business to conduct after the closed session, so those wishing to leave the meeting will miss only its adjournment.

At the end of the executive session, the Mayor called the regular meeting back to order.

Mike Gardner made a motion to adjourn. Darrell Shelton seconded. The motion passed unanimously.

The meeting adjourned at 9:40 PM.

The next scheduled meeting is March 20, 2017 at 7:00 PM.

Attested

Approved