SPECIAL COUNCIL COMMITTEE OF THE WHOLE

The Council Committee of the Whole met on November 5, 2018 at 6:00 p.m., with Councilman Hare presiding in the absence of Council President Slavin. Members of Council present were Mr. Sudler, Mr. Lewis, Mr. Cole, Mr. Polce, and Mr. Lindell. Mr. Anderson and Mr. Neil were absent. Mayor Christiansen was also absent. Civilian members present for their Committee meetings were Mrs. Doyle (*Utility*), and Mr. Shevock (*Legislative, Finance, and Administration*). Ms. Scarborough (*Utility*) was absent.

UTILITY COMMITTEE

The Utility Committee met with Chairman Cole presiding.

AGENDA ADDITIONS/DELETIONS

Mr. Lewis moved for approval of the agenda, seconded by Mr. Lindell and unanimously carried.

Evaluation of Bids - FY18 Inflow and Infiltration Replacement Project

Mrs. Donna Mitchell, City Manager, reviewed the background and analysis regarding the evaluation of bids for the FY18 Inflow and Infiltration Replacement Project.

Staff recommended approval of the low bid submitted by Gateway Construction, Inc. in the amount of $435,980 for the replacement of existing 8" and 12" diameter sanitary sewer main and replacement of sanitary sewer laterals. The work will be accomplished in College Road, Overlook/East Lake Garden, the Wesley College Area, and Rodney Village.

In response to Mrs. Doyle, Mrs. Mitchell explained that the bid documents would have been sent out prior to the October 19, 2018 bid opening and there would probably have been 60 days provided for contractors to review all of the documents and submit bids.

Mrs. Mitchell, referring to the I & I Location Maps labeled Exhibit A-D, explained that the light blue lines depicted the lines being replaced, not the dark blue lines.

Mr. Polce moved to recommend approval of the low bid submitted by Gateway Construction, Inc. in the amount of $435,980 for the replacement of existing 8" and 12" diameter sanitary sewer main and replacement of sanitary sewer laterals, as recommended by staff. The work will be accomplished in College Road, Overlook/East Lake Garden, the Wesley College Area, and Rodney Village. The motion was seconded by Mr. Lindell and unanimously carried.

Mr. Lindell moved for adjournment of the Utility Committee meeting. The motion was seconded by Mr. Lewis and unanimously carried.

Meeting adjourned at 6:03 p.m.

LEGISLATIVE, FINANCE, AND ADMINISTRATION COMMITTEE

The Legislative, Finance, and Administration Committee met with Chairman Hare presiding.

AGENDA ADDITIONS/DELETIONS

Mr. Lewis moved for approval of the agenda, seconded by Mr. Lindell and unanimously carried.

Permission to Recruit - Sanitation Supervisor

Mrs. Donna Mitchell, City Manager, reviewed the permission to recruit request and hiring justification outline for the Sanitation Field Supervisor II position. She noted that Mr. Mike Hamlett was previously supervising the Facilities, Sanitation, and Fleet Divisions and he was not able to do any one of the jobs very well because he was spread among the three (3) different divisions and was often on a sanitation truck due to vacancies. Mrs. Mitchell stated that she saw a need to provide guidance and direction to the facilities maintenance staff, so she moved Mr. Hamlett over the Fleet and Facilities Divisions. She advised members that she received an email from Mr. Hamlett on October 5, 2018, extending his appreciation to all the department heads because the fleet division was able to complete 100% of the monthly preventative maintenance (PMs) for vehicles for the first time in five (5) years. She noted that prior to this, they had averaged from 10% to 50%. Mrs. Mitchell stated that having someone dedicated to guide and supervisor the fleet employees has made a big difference. She explained that she was requesting permission to recruit a Sanitation Supervisor to allow Mr. Hamlett to focus on the Fleet and Facilities Division. Mrs. Mitchell advised members that this position was not approved in this fiscal year's budget, however, there is money in the budget to cover it this year.

Mr. Sudler moved to recommend approval of the permission to recruit for the position of Sanitation Field Supervisor II. The motion was seconded by Mr. Lewis and unanimously carried.

Proposed Amendments to Financial Policy - Expenditure Policy #5 Use of Appropriations

Mrs. Donna Mitchell, City Manager, reviewed the proposed amendments to the Financial Policy - Expenditure Policy #5 Use of Appropriations. She explained that the amendment would allow staff to use personnel expense savings for capital investment purposes rather than to fund the unfunded liabilities when bringing forward the carry-forward balances for the prior year's budget. Mrs. Mitchell stated that the unfunded liabilities will continue to be funded based on the actuarial recommended percentages of payroll.

Staff recommended approval of the proposed amendments.

Mr. Cole moved to recommend approval of the proposed amendments, as recommended by staff. The motion was seconded by Mr. Shevock and unanimously carried.

Mr. Lewis moved for adjournment of the Legislative, Finance, and Administration Committee meeting. The motion was seconded by Mr. Cole and unanimously carried.

Meeting adjourned at 6:06 p.m.

Mr. Cole moved for adjournment of the Special Council Committee of the Whole meeting. The motion was seconded by Mr. Lindell and unanimously carried.

Meeting adjourned at 6:07 p.m.

William F. Hare
Acting Chair

WFH/TM/dd/jt
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