

MINUTES OF THE COUNCIL MEETING  
MAY 12, 2014

The City Council of the City of Brewton, Alabama met in regular session at the Municipal Complex in said City on Monday evening, May 12, 2014 at 4:30 P.M. The meeting was called to order by Mayor Yank Lovelace, who presided as Chairman of the meeting. A Workshop was held in the afternoon at 3:30 P.M. with the same members present at roll call, as well as City Clerk John Angel. Scott Pate recommended how to allow a vendor into the Dogwood Hills Café with enough start up time to defray costs; Non ATRIP paving, payroll outsourcing, an upgrade to the General Ledger software and police operations were also discussed.

Councilman Poole then led the City Council and guests in the Pledge of Allegiance to the flag.

At roll call, the following persons were found to be present: Councilmen Pat Poole, Frank Cotten, Joe Watson, Fred Barton and Mayor Yank Lovelace. Absent was Councilman Bill Littles.

John F. P. Angel, City Clerk, was also present and acted as clerk of the meeting. A quorum being present, Mayor Lovelace announced that the meeting was open for transaction of business.

When Mayor Lovelace asked if there were any corrections to the minutes of April 28, 2014, there were none mentioned. As there was no discussion or changes to the minutes, Mayor Lovelace then asked if the Council would accept the April 28, 2014 minutes as presented.

A motion was made by Councilman Poole and seconded by Councilman Cotten to approve the minutes of the last Council Meeting as presented. Passed Una.

Mayor Lovelace then welcomed a number of visitors that were in the audience.

The Mayor then asked if the Council Meeting Agenda presented by the Clerk required any additions or deletions. City Clerk John Angel added a recommendation for a vendor to occupy the Dogwood Hills Café under New Business. As there were no further items added or deleted, nor any discussion about the Agenda, a vote to approve the Agenda, as amended, was taken. Passed Una.

The only item under Old Business was the Oath of Office to be administered to Fire Chief Jeffery R. Salter. In the absence of Ed Hines, City Clerk John Angel administered the Oath, with a short break afterwards for a photo opportunity.

The first item under New Business was the approval of the City May 2014 Accounts Payable.

A motion was made by Councilman Cotten and seconded by Councilman Watson to approve the City May 2014 Accounts Payable as presented. Passed Una.

City Clerk John Angel then took the floor and stated that he and his staff had spoken with Paymaster Systems (Montgomery, Alabama) concerning the outsourcing of payroll. The organization has been in business over eighteen (18) years, is familiar with all Federal and State (Alabama) taxes and reporting, as well as the Retirement Systems of Alabama (RSA). The cost per calendar year, as a worst case, would be \$10,500.00, with that reduced after the setup and time clock costs are paid. The pay periods would be moved from Thursday – Wednesday to Sunday – Saturday, to allow transmittal and approval during the beginning part of the week so the direct deposits can be made Friday (the regular payday). There would be some growing pains, but the following was recommended for the future good and alleviation of time in the City Clerk's office.

**RESOLUTION NO. 14-0512**

**WHEREAS**, the City of Brewton plans to outsource all of its payroll functions and transition to electronic deposits; and

**WHEREAS**, the City of Brewton did receive a presentation from an Alabama company, Paymaster Systems, and they are aware of all Federal and State laws, including RSA, which the City must continue to abide by; and

**WHEREAS**, it has been recommended by the City Clerk's Office and IT that this system is viable and will save the City Clerk's office both time and money.

**THEREFORE, BE IT RESOLVED** by the City Council of the City of Brewton, Alabama, that the submitted offer to transition the City's payroll functions by Paymaster Systems (Montgomery, Alabama) is hereby approved at a cost of \$10,500.00 per calendar year, with the transition to be complete by the payroll ending July 11, 2014.

**ADOPTED AND APPROVED** this the 12th day of May, 2014.

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Yank Lovelace, Mayor

ATTEST:

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John F. P. Angel, CMC, City Clerk

A motion was made by Councilman Watson and seconded by Councilman Barton to approve Award Resolution No. 14-0512 as recommended. Councilman Barton asked what the growing pains were; items like forgetting to clock in to the web based time clock, no bank access, which would require the employee to at least get a loadable card and the inclusion of electronic time clocks for the field crew. As there was no further discussion on the motion, the vote was then taken. Passed Una.

Mr. Angel continued with a request to upgrade the General Ledger program, which includes A/P, A/R, Budget, Business Licenses and Miscellaneous Payables (landfill, airport hangars, alarms, etc.). The office is still using software which has been in use since the office's move to the current location in 1997, and it is clear that historical data retrieval is possible, but antiquated. As an example, if a budget line needs to be compared with, say, the previous two (2) Fiscal Years, those years need to be pulled manually and laid side by side for review, not only aggravating, but time consuming. The upgrade would provide "one click" access to data. The three (3) vendors each gave an online demo and, surprisingly, the current vendor (Southern Software Systems, i.e. CitiPak) does not have a suitable upgrade. That data, however, will be held as historical data. The following was then presented, with the payroll modules removed, based on the previous approval.

#### **RESOLUTION NO. 14-0512-1**

**WHEREAS**, the City of Brewton plans to upgrade its General Ledger, A/P, A/R, Budget, Business License and Miscellaneous software applications; and

**WHEREAS**, the City of Brewton did receive presentations from three (3) vendors, with the main requirement to be comparison of historical data; and

**WHEREAS**, it has been recommended by the City Clerk's Office and IT that the recommended vendor currently has the best long term applications for the amount of workload.

**THEREFORE, BE IT RESOLVED** by the City Council of the City of Brewton, Alabama, that the submitted offer to transition the City's General Ledger, A/P, A/R, Budget, Business License and Miscellaneous software applications be, and is hereby awarded to, BS&A Software, at a cost of \$40,875.00, including training.

**ADOPTED AND APPROVED** this the 12th day of May, 2014.

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Yank Lovelace, Mayor

ATTEST:

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John F. P. Angel, CMC, City Clerk

A motion was made by Councilman Barton and seconded by Councilman Watson to approve Award Resolution No. 14-0512-1 as recommended.

Mayor Lovelace then took the floor and presented a renewed Agreement with the Chamber of Commerce for their support of local events using the same agreed upon amount as last year. It was noted that the renewed Agreement is also good for one (1) year, but a self-sustain clause has been added that if neither party chooses to end the Agreement with a thirty (30) day notice, the Agreement would automatically renew.

A motion was made by Councilman Watson and seconded by Councilman Barton to approve the renewed Chamber of Commerce Event Support Agreement as recommended. Passed Una.

Ray Madden then took the floor and stated he requests approval each year for the Municipal Water Pollution Prevention (MWPP) program for each of the two (2) sewer lagoons. Copies of the report for each lagoon have been submitted to the Council, and a Resolution is required for each report to be transmitted to ADEM. The first Resolution presented was for the original lagoon.

**RESOLUTION NO. 14-0512-2**

**MUNICIPAL WATER POLLUTION PREVENTION (MWPP) PROGRAM**

**BE IT RESOLVED** by the City Council of the City of Brewton, Alabama that the Alabama Department of Environmental Management (ADEM) be informed the following actions were taken by the City Council:

- I. Reviewed the 2013 MWPP Annual Report for the Brewton Lagoon, NPDES # AL0023825.
- II. Set forth the following actions and schedule necessary to maintain effluent requirements contained in said NPDES Permit and to prevent the bypass and overflow of raw sewage within the collection system or at the treatment plant:
  - ( a ) No major improvements required at this time
  - ( b ) Preventative maintenance and normal operations required
  - ( c ) Minor system malfunctions corrected as necessary

**ADOPTED AND APPROVED** this the 12th day of May, 2014.

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Yank Lovelace, Mayor

ATTEST:

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John F. P. Angel, CMC, City Clerk

A motion was made by Councilman Poole and seconded by Councilman Cotten to approve MWPP Resolution No. 14-0512-2 as presented. Passed Una.

Mr. Madden continued with the presentation of the following for the second lagoon.

**RESOLUTION NO. 14-0512-3**

**MUNICIPAL WATER POLLUTION PREVENTION (MWPP) PROGRAM**

**BE IT RESOLVED** by the City Council of the City of Brewton, Alabama, that the Alabama Department of Environmental Management (ADEM) be informed the following actions were taken by the City Council:

- I. Reviewed the 2013 MWPP Annual Report for the second Brewton Lagoon, NPDES # AL0073580.
- II. Set forth the following actions and schedule necessary to maintain effluent requirements contained in said NPDES Permit and to prevent the bypass and overflow of raw sewage within the collection system or at the treatment plant:
  - ( a ) No major improvements required at this time
  - ( b ) Preventative maintenance and normal operations required
  - ( c ) Minor system malfunctions corrected as necessary

**ADOPTED AND APPROVED** this the 12th day of May, 2014.

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Yank Lovelace, Mayor

ATTEST:

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John F. P. Angel, CMC, City Clerk

A motion was made by Councilman Poole and seconded by Councilman Cotten to approve MWPP Resolution No. 14-0512-3 as presented. Passed Una. It was noted that several parcels north of Walgreens and on the same side of Douglas Avenue were still being zoned commercial for future development.

Mayor Lovelace then appointed a Committee of Councilmen Cotten and Watson to recommend a nominee for an upcoming School Board vacancy, to be recommended at the next Regular Meeting (Tuesday, May 27, 2014).

Mayor Lovelace then appointed a Committee of Councilmen Barton and Poole to recommend a nominee for an upcoming Housing Board vacancy, to be recommended at the next Regular Meeting (Tuesday, May 27, 2014).

Finally, Mayor Lovelace appointed Willie Blue to the vacancy on the Planning Commission created by Mitch Lewis' expired term. This term is for six (6) years (May 12, 2020).

City Clerk John Angel then took the floor to discuss the possibility of having a vendor operate the Dogwood Hills Café, which has been closed for a while. In speaking with Scott Pate, Golf Course Manager, The Main Event has agreed to operate the Café with a limited menu for six (6) months, ostensibly with the first four (4) months rent free (only utility payments). During the third month or so, an evaluation will be done to ascertain if the business is worth The Main Event's signing a two (2) year lease, with an agreed upon rent, after this initial six (6) months, which will be considered a trial run. Rent will also be considered during the final two (2) months of the trial run. There was no mention of a time line for the opening of the facility upon approval.

A motion was made by Councilman Watson and seconded by Councilman Barton to approve The Main Event's trial use of Dogwood Hills Café as recommended. Passed Una.

There were no Announcements.

There were two (2) comments, the first by Mayor Lovelace to Reverend H. K. Matthews, who was in the audience. Mayor Lovelace stated that he had spoken with Representative Alan Baker, who, in turn, spoke with ALDOT about the situation at SR 41 (St. Nicholas Avenue) and Underwood Street. ALDOT's response was to do a study to ascertain the situation. Reverend Matthew's response was that ALDOT had stated they would do that fourteen (14) years ago, with the obvious result, so he was still willing to personally go to Montgomery with some of the elected leadership at some point.

Connie Baggett then took the floor and asked the Council's permission to use portions of Jennings and O'Bannon Parks as staging areas for the Blueberry Duct Tape Regatta, to be held in conjunction with the Annual Blueberry Festival on June 21, 2014. Teams would build craft out of cardboard and duct tape and make an attempt to navigate a preapproved water course. Proceeds would go towards new playground equipment for Rainbow Dragon at DWH Golf Course.

A motion was made by Councilman Barton and seconded by Councilman Poole to approve the Blueberry Duct Tape Regatta as presented. Passed Una.

There being neither any further comments from the floor nor any further business to come before the Council, the meeting was then adjourned.

ADOPTED

MAY 12, 2014

APPROVED

MAY 12, 2014

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John F. P. Angel, CMC, City Clerk

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Yancey E. Lovelace, Mayor