

UNION CITY  
**WORKSESSION MINUTES**  
TUESDAY, JANUARY 17, 2017  
6:15 P.M.

Present: Mayor Vince Williams, Councilmembers Brian Jones, Christina Hobbs, Angelette Mealing and Shayla Nealy; City Attorney, Dennis Davenport; City Manager, Sonja Fillingame; Interim City Clerk, Shandrella Jewett

Dept. Heads: Finance - Tarsha Calloway, Police Chief - Cassandra Jones, Human Resources - Rhonda Jones, Fire Chief - Joe Maddox, Public Services - Lonnie Ferguson, Information Technology - Trey Bennings, Parks & Recreation - Lee Blitch, Community Development - Maurice Ungaro (The Collaborative Firm)

The meeting was called to order at 6:20 p.m. by Mayor Williams.

- I. INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG:
- II. MEETING OPEN TO THE PUBLIC TO DISCUSS ITEMS NOT ON THE AGENDA:  
(2 MIN.)
- III. PRESENTATIONS/ACKNOWLEDGEMENTS OF AWARDS AND ACHIEVEMENTS:

*All matters listed on the Consent Agenda are considered routine by the Council and will be approved by one motion. No separate discussion will take place on these items. If discussion of any Consent Agenda item is desired, the item will be moved to the Regular Agenda for separate consideration.*

- IV. OLD BUSINESS:
  1. Council to consider changes to the current ordinance regarding the use of vehicle immobilization devices (Section 10-28 of the Code of Ordinances). This item was tabled for 30-days.

Chief Cassandra Jones provided an update regarding this item. She noted that she met with booting companies on two occasions. She toured every lot and determined that signs were feasible. Secure Booting provides service for Kroger's parking lot. Chief Jones stated that she is scheduled to meet with the company next week. She added that Kroger's parking lot is where the commuter lots are located. However, there are no signs where the commuters park.

Chief Jones advised that the booting companies submitted their licenses and agreed to provide information regarding their lots. The companies also produced their contracts and demonstrated that they have permission to service the respective lots.

Councilmember Nealy asked, “If a person is in their vehicle and is not visible, do we give him/her a ticket?” Chief Jones advised that in this case the ordinance would apply.

With regard to the length of time in a parking lot, Chief Jones advised that Walmart gives two hours to shop and the rest of the parking lots are on an “as is” basis.

Chief Jones mentioned that there are 25 signs in the following areas: 4700 Shannon Square, 4720 Unclaimed Freight, and the PNC Bank on Jonesboro Road.

There are 12 signs for Big Lots that cover each entrance where semi-tractor trailers are parked.

Councilmember Nealy joined the meeting at 6:20 p.m.

Councilmember Jones joined the meeting at 6:26 p.m.

Councilmember Hobbs inquired about companies booting at the request of business owners in comparison to those companies who did not have permission from the owner.

Chief Jones explained that she requested contracts to discern whether booting companies are hired by property owner. In cases where a company is not hired by a property owner, the company would not be in compliance with the ordinance.

Chief Jones also advised that all of the signs at Maximum Booting and Buckhead Booting are size 18” x 24” which is a good size. She mentioned that the ordinance states 12” x 12”, and she requested that Mayor and Council change the size of the signs to 18” x 24” for compliance purposes. She advised that the 12” x 12” signs were difficult to see.

Mayor Williams suggested moving this item to the Regular Agenda for further discussion.

V. REGULAR/NEW BUSINESS:

1. Approval of the Minutes: 01/17/17 Worksession Meeting  
01/17/17 Regular Council Meeting

The minutes were added to the Consent Agenda.

2. Council to consider appointment of Mayor Pro Tem for 2017.

Mayor Williams advised that Councilmember Hobbs would be the Mayor Pro Tem for 2017.

This item was added to the Consent Agenda.

3. Council to consider approval of a request to fix and publish qualifying fees for Mayor and Councilmembers for the 2017 Election. Qualifying fees for Mayor, \$450.00, and qualifying fees

for Councilmembers, \$292.00. (3% of the Total Gross Salary – Fees must be published no later than February 1, 2017.)

This item was added to the Consent Agenda.

4. Council to consider the reappointment of Department Directors:

City Attorney:	McNally, Fox, Grant & Davenport, P.C.
City Engineer:	Moreland Altobelli Associates, Inc.
Police Chief:	Chief Cassandra Jones
Fire Chief:	Chief Joe Maddox
Medical Director:	Dr. Kenneth E. Jones
Public Service Director:	Lonnie Ferguson
Interim City Clerk:	Shandrella Jewett

There was discussion among the Council regarding overall appointments. Councilmember Nealy asked if services would be solicited outside of staff members or if the city would continue to allow the appointment process to remain on an “as is” basis.

Mayor Williams advised that it has been customary and will be at the pleasure of the Council.

Following the discussion, Council agreed that it would be a great opportunity for Dr. Kenneth Jones to be present at the Council meeting during the time of reappointment.

Councilmember Jones inquired about the City Clerk position. Mayor Williams proposed the consideration of Shandrella Jewett (Assistant City Clerk) for the position on an interim basis. He advised that Ms. Jewett has been with the City for approximately one (1) year and that her work has been outstanding. However, Ms. Jewett is still in need of more training.

Councilmember Hobbs replied that she is in favor of the interim position as well. She also mentioned that the Office of the City Clerk would be best positioned under the Office of the City Manager. Council agreed that Ms. Jewett would need day to day guidance, and it would best serve everyone to move the City Clerk position under the Office of the City Manager.

Councilmember Mealing said that she views the City Clerk and the City Manager as lateral colleagues and if this position fell under the City Manager then it would no longer be an appointed position. Councilmember Mealing advised that she is not sure about changing the Charter but would not have a concern with Ms. Jewett temporarily reporting to the City Manager.

Councilmember Nealy expressed that changing the Charter and the work associated therein is similar to changing an ordinance. It’s relegated to language or strike through.

Attorney Davenport responded by saying there are two kinds of changes. One of them is through Home Rule which can be done at the body level.

Council agreed that Shandrella Jewett would report to the City Manager for reporting purposes over the next six months. Mayor Williams advised that Ms. Jewett is already the Assistant City Clerk, but would become the Interim City Clerk. The position of an Interim City Clerk was added to the above list of appointed Department Directors for six months, and Ms. Jewett was approved to receive a 6% increase in her salary.

This item was added to the Consent Agenda.

5. Council to consider approval to submit an application for a federal grant: Staffing for Adequate Fire and Emergency Response (SAFER).

A discussion was led by Chief Joe Maddox requesting nine (9) personnel at a cost of \$1,036,386.94. This amount represented the federal share. He stated that there was no match for a two-year obligation and after the expiration of the grant, there was no obligation to maintain staffing.

Councilmember Nealy asked whether this was for positions or to help with salary for other employees. Chief Maddox replied that this is just for the new positions, and the salary range is in line with the fire fighters in the neighboring cities.

This item was added to the Consent Agenda.

6. Council to consider approval of a request to enter into an agreement with A1 Landscaping and Lawncare, LLC for the Pedestrian System Phase III at three locations; Project -P.I. No. 0010729.

A discussion was led by Director Ferguson advising that the Department would like to recommend entering into an agreement with A1 Landscaping and Lawncare, LLC for \$474,000.00 for the construction of 0010729. The project consisted of the installation of sidewalks along Lakeside Drive near Ronald Bridges Park, Shannon Boulevard and Oakley Road.

This item was added to the Consent Agenda.

7. Council to consider approval of a request to enter into an agreement with Romtec for the purpose of installing a restroom facility at the Ronald Bridges Park – Highway 29 Ballfield location.

A discussion was led by Director Calloway advising that Romtec was on the GSA contract. Staff was familiar with the company's work, as their services were utilized in the past. Director Calloway asked for approval to move forward with a contract to complete the restrooms.

Councilmember Jones wanted to ensure that security would be available to decrease vandalism in the restrooms.

This item was added to the Consent Agenda.

VI. RECOMMENDATIONS FROM THE PLANNING COMMISSION:

None.

City Manager Report(s):

Community Development Director position.

VII. OTHER BUSINESS:

VIII. REPORTS & ANNOUNCEMENTS FROM THE MAYOR & COUNCIL:

IX. ADJOURNMENT:

*On motion of Councilmember Jones, seconded by Councilmember Mealing and carried, the meeting adjourned at 6:51 p.m.*