**MINUTES OF CITY COUNCIL MEETING**

**VALLEY GRANDE, ALABAMA**

***Regular Meeting June 19, 2023***

Call to order by Wayne Labbe, Mayor at 6:00 PM

Meeting held at Valley Grande City Hall

Minutes submitted by Kim Harris, City Clerk

Presiding: Mayor Wayne Labbe

Invocation: Mayor Wayne Labbe

In Attendance:

Wayne Labbe, Mayor Present

Kay Davidson Present

Sara Day Present

Jane Harris Present

Bruce Hughes Present

Robbie Rose Present

Quorum was made with all council members present.

The minutes from the June 5, 2023 regular meeting were presented by Kim Harris. A Motion was made by Robbie Rose to accept the minutes as written. Bruce Hughes made the second. Motion carried by unanimous consent of the council members present by a show of hands vote.

SHOW OF HANDS VOTE YEA NAY

Wayne Labbe X

Kay Davidson X

Sara Day X

Jane Harris X

Bruce Hughes X

Robbie Rose X

**Reports of Standing Committees:**

**Kay Davidson / Business and Community Development:** No report.

**Sara Day / Walking Trail and Community Events:** Sara Day reported that the Fireworks show is on track and is scheduled for July 3 at 9:00 pm. Sara Day requested that Boyd Pugh contact the Sheriff’s Dept to block off County Road 16 from Hwy 22 to the Walking Trail.

**Jane Harris / Zoning, Annexation, Beautification and Education:** No report.

**Bruce Hughes / Sewer System and Public Safety:** No report.

**Robbie Rose / Parks and Recreation, Sports Complex:** Robbie Rose reported that the sign was installed on the gate at the Walking Trail Friday afternoon and is ready for operation.

Wayne Labbe stated that the city has been having problems with the Pavilion being trashed and citizens not cleaning up after events. The mayor suggested the council start thinking about ways to correct the problem and discuss it at the next meeting.

**Reports of Officers:**

Boyd Pugh / Public Safety Director: Boyd Pugh reported 14 calls so far this month.

Sam Smitherman / Building Inspector: Sam Smitherman reported 12 active permits.

Bubba Holley / Parks & Recreation: Absent.

Kim Harris / City Clerk-Treasurer: Kim Harris presented the council with a Profit and Loss including a Budget vs Actual spending report and Balance Sheet for this fiscal year for the council to review.

**Old Business:** Mayor Wayne Labbe presented the council with Ordinance 2023-154 for final passage to amend Ordinance 2016-66 section 2, changing the council meeting time from six o’clock to five o'clock. Jane Harris made a motion to adopt the Ordinance as presented. Robbie Rose made the second. Motion carried by unanimous consent of the council members present by a roll call vote.

ROLL CALL VOTE YEA NAY

Wayne Labbe X

Kay Davidson X

Sara Day X

Jane Harris X

Bruce Hughes X

Robbie Rose X

Mayor Labbe declared Ordinance 2023-154 adopted as attached to these minutes.

**ORDINANCE 2023-154**

**\*\*To Amend 2016-66 Section 2\*\***

TO ESTABLISH THE TIME AND PLACE FOR REGULAR CITY COUNCIL MEETINGS; THE PROCEDURE FOR CALLING SPECIAL MEETINGS; ESTABLISH A QUORUM; ESTABLISH CONDUCT AND PROCEDURES FOR COUNCIL MEETINGS OF THE CITY OF VALLEY GRANDE, ALABAMA; REPEALING ORDINANCE 2003-05.

**BE IT ORDAINED** by the City Council of the City of Valley Grande, Alabama in session duly assembled and by authority thereof as follows:

Section 1. That the rules or order of procedure contained herein shall govern deliberations and meetings of the City Council of Valley Grande, Alabama.

Section 2. Regular meetings of the council shall be held on the following dates: the first and third Monday of each month at five o’clock (5:00) PM in the council chambers at Valley Grande City Hall.

Section 3. Special meetings may be held at the call of the presiding officer by serving notice on each member of the council not less than 24 hours before the time set for such special meeting; or special meetings may be held as provided by Section 11-43-50, Code of Alabama, 1975, whenever two council members or the mayor making the request shall have the right to call such meeting. Notice of all special meetings shall be posted on a bulletin board accessible to the public at least 24 hours prior to such meeting. Only those items of business for which the special meeting is convened shall be voted on at said special meeting. All written notice shall state the specific purpose or purposes for such special meetings.

Section 4. All meetings of the City Council shall be open and public, except when the Council meets in executive session as authorized by state law.

Section 5. The Council may meet in executive session only for those purposes authorized by state law. When a Council member makes a motion to go into executive session for an enumerated purpose, the presiding officer shall put the motion to a vote. If the majority of the Council shall vote in favor of the motion, the body shall then move in executive session to discuss the matter for which the executive session was called. No action may be taken in an executive session. When the discussion has been completed the Council shall resume its deliberations in public.

Section 6. A quorum shall be determined as provided by Section 143-48, Code of Alabama.

Section 7. The order of business shall be as follows:

1. A call to order
2. Invocation
3. Roll Call
4. Reading and approval of the minutes of the previous meeting
5. Reports of standing committees
6. Reports of special committees
7. Report of officers
8. Reading of petitions, applications, complaints, appeals, communications, etc.
9. Auditing accounts
10. Resolutions, Ordinances, and orders of old business
11. Resolutions, Ordinances, and orders of new business
12. Public Comments
13. Motion for adjournment

Section 8. No member shall speak more than twice on the same subject without permission of the presiding officer.

Section 9. No person, not a member of the council, shall be allowed to address the same while in session without permission of the presiding officer.

Section 10. Every officer whose duty it is to report at the regular meetings of the council, who shall be in default thereof, may be fined at the discretion of the council.

Section 11. Motions shall be reduced to writing when required by the presiding officer of the council or any member of the council. All resolutions and ordinances and any amendments thereto shall be in writing at the time of introduction.

Section 12. Motions to reconsider must be made by a member who voted with a majority and at the same or next succeeding meeting of the council.

Section 13. Whenever it shall be required by one or more members, the “yeas” and “nays” shall be recorded, and any member may call for a division on any question.

Section 14. All questions of order shall be decided by the presiding officer of the council with the right of appeal to the council by any member.

Section 15. The presiding officer of the council may, at his or her discretion, call any member to take the chair, to allow him or her to address the council, make a motion, or discuss any other matter at issue.

Section 16. Motions to lay any matter on the table shall be first in order, and on all questions, the last amendment, the most distant day, and the largest sum shall be put first.

Section 17. A motion for adjournment shall always be in order.

Section 18. The rules of the council may be amended in the same manner as any other ordinance of general and permanent operations.

Section 19. The rules of the council may be temporarily suspended by a vote of two-thirds of the members present.

Section 20. The chairman of each respective committee, or the council members acting for him or her, shall submit or make all reports to the council when so requested by the presiding officer or any member of the council.

Section 21. All ordinances, resolutions or propositions submitted to the council which require the expenditure of money shall lie over until the next meeting; provided, that such ordinance, resolutions to propositions may be considered earlier by unanimous consent of the council; and provided further, that this rule shall not apply to the current expenses of or contracts previously made with, or regular salaries of officers, or wages of employees of the city.

Section 22. The clerk, engineer, attorney and chief of police, and such other officers or employees of the City of Valley Grande, Alabama shall, when requested, attend all meeting of the council and shall remain in the council room for such length of time as the council may direct.

Section 23. No ordinance or resolution of a permanent nature shall be adopted at the meeting at which it is introduced unless unanimous consent be obtained for the immediate consideration of such ordinance or resolution, such consent shall be roll call and the voter thereon spread on the minutes.

Section 24. The latest edition of *“Robert’s Rules of Order”* is hereby adopted as the rule of procedure for this council in those situations which cannot be resolved by the rules set out in this ordinance.

Section 25. This ordinance shall go into effect upon the passage and publication as required by law.

ADOPTED AND APPROVED THE 19TH DAY OF JUNE 2023.

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Wayne Labbe, Mayor

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Kay Davidson

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Sara Day

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Jane Harris

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Bruce Hughes

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Robbie Rose

ATTEST:

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Kim Harris, City Clerk

The next council meeting will be held on July 10, 2023 @ 5:00pm.

Wayne Labbe stated that he would like to schedule another gate training soon and reported that someone will be cutting the hayfield for the 4th of July event.

**New Business:** Mayor Wayne Labbe presented the council with Resolution 2023-155 to award Civil Southeast the engineer services for the 80/20 CDBG for Overlook Hills paving grant. Wayne Labbe gave details of the discussion with Judge Nunn and Al Fails regarding partnering the split of the 20% and after further discussion, Bruce Hughes made a motion to approve the Resolution as presented. Robbie Rose made the second. Motion carried by unanimous consent of the council members present by a roll call vote.

ROLL CALL VOTE YEA NAY

Wayne Labbe X

Kay Davidson X

Sara Day X

Jane Harris X

Bruce Hughes X

Robbie Rose X

Mayor Labbe declared Resolution 2023-155 adopted as attached to these minutes.

**RESOLUTION NO. 2023-155**

**A RESOLUTION FOR ENGINEERING SERVICES**

**WHEREAS,** the City of Valley Grande is applying for a Community Development Block Grant from the Alabama Department of Economic and Community Affairs (ADECA), as set forth in Title I of the Housing and Community Development Act of 1974; and

**WHEREAS,** the City of Valley Grande requires specific project engineering services in conjunction with the application of its CDBG project and, if the grant is awarded, its implementation; and

**WHEREAS**, the City of Valley Grande will select an engineer for a three year term for this CDBG project;

**WHEREAS,** the City of Valley Grande solicited professional engineering services for preliminary engineering services during the application phase and, if the grant is awarded, the project’s engineering design and construction observation, as set forth in its CDBG application to support improved public infrastructure for the citizens of Valley Grande, Alabama.

**WHEREAS,** the City of Valley Grande wishes to use the Alabama Tombigbee Regional Commission to write the application and, if funded, administer the project.

**NOW, THEREFORE BE IT RESOLVED,** by the City of Valley Grande, as follows:

Section 1. That the engineering services proposal selection was in accordance with the Common Rule and is for a three-year period.

Section 2. That the proposal submitted by **Civil Southeast** was determined by the City of Valley Grande to be the most advantageous as per the selection criteria.

Section 3. That the City of Valley Grande **can** enter into an agreement with **Civil Southeast** for professional engineering design and construction observation services as outlined in its CDBG application **if** awarded by the ADECA.

Section 4. That Wayne Labbe, as Mayor, is authorized to negotiate and enter into an agreement with **Civil Southeast** for said professional engineering and construction observation services, upon official award of the CDBG project.

Section 5. That Wayne Labbe, as Mayor, is authorized to negotiate and enter into an agreement with the **Alabama Tombigbee Regional Commission** for administration services upon official award of the CDBG project.

This resolution is hereby passed and approved by the City of Valley Grande in official session on this the **\_\_\_\_** day of **\_\_\_\_\_\_\_\_\_\_\_ 2023.**

Mayor

**(SEAL)**

City Clerk

Mayor Labbe stated that Bill Bridges is the new Engineer for Dallas County, AL.

**Public Comment:** None

**Mayor’s Report:** Mayor Labbe reported that parents of the all-star teams will host a cornhole tournament at the park to raise funds for the all-star tournament trip.

Mayor Labbe reported that a pre-construction meeting was held at City Hall and Smitherman Brothers is set to start construction on the sidewalk project on or before July 10, 2023. The project is scheduled to take 60 – 90 days to complete.

Mayor Labbe reported that Alabama Power is waiting on LED lights for County Road 16 for the sidewalk project and will give a start date to the council once the lights come in. Mayor Labbe gave details of the project and Bruce Hughes stated that he has received positive feedback from the citizens of Valley Grande.

Mayor Labbe reported that the Flight Field and shed were damaged in the recent storms and the city is currently filing a claim on the insurance. Mayor Labbe made a few suggestions on what to reestablish once the insurance is settled.

Mayor Labbe also reported that the fence at the Walking Trail has four broken timbers and one bent. Mayor Labbe requested that Boyd Pugh contact Dale Duke to see where the timbers were purchased from at the time that he installed the fencing.

Mayor Labbe reported that he met with Judge Nunn and Al Fails regarding the Dogwood Lane issues and they all concluded after looking at the plats and the road, that the left-over parcel of land is not part of Dogwood Lane and stated that the fence has been removed blocking the right of way to the property behind it.

There being no further business to come before the council, a motion to adjourn was made by Jane Harris, Robbie Rose made the second. Motion carried by unanimous consent of the council members present.

The meeting was adjourned at 6:23 PM.

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Wayne Labbe, Mayor

Attested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kim Harris, City Clerk