

Work Session Minutes  
August 26, 2024  
@ 5:00 PM

Present: Mayor Roger Weatherwax

Brent White

Denise Lovett

Jason White

Cassandra Lee

Absent: Joyce Jeffreys

Mayor Weatherwax ask that the Council ask questions of the Supervisors on the Budget 2024-2025 items or Job description updates because some of those present had prior obligations and would need to leave as soon as possible. Denise Lovett said that she had a question to Admin but not to either the Fire chief or Street Department who were needing to leave. Ms. Lee spoke up and ask about the yearly evaluations not being listed on all the job descriptions. Ms. Edwards said that it was listed on some of the job descriptions but was addressed in the policy book and if wanted it could be added to all job descriptions. Ms. Lee also ask about cultural awareness being included in the policy book. She stressed how important it is that we all understand that in how we treat people and what we say to people, that we need this, and that new employees are made aware of the importance of how you speak to people of other cultures. Ms. Edwards ask what type of training specifically Ms. Lee was speaking on – was it the sensitivity training videos that we had watched previously – she ask how often it had been done – Ms. Lovett stated that she recalled it being discussed that it wouldn't be necessary unless a new hire was hired once they had watched it. Ms. Lee stated she thought it needed to be done more; Ms. Lovett interjected that new videos would be needed. Ms. Edwards stated that the League had something that could be considered and that she could also check with our insurance company to see what they offered. The videos could be rented or done how ever often that they thought it needed to be. Ms. Lee stated that where she worked before that they had training yearly and that her being a person of color that she understands the impact that it might have. She addressed Mayor Weatherwax and stated that he didn't take the behavior seriously enough before and she felt like it had to some from management to be taken seriously and consequences for not taking the training and for the behavior should it happen. Ms. Lee also ask about the previous training, and did it just stop or what happened with it. Ms. Pepper

stated that the training was done the one time, and some employees would not do it. So, Ms. Lee said that it had to be taken seriously by management and leadership and handled as a priority. Mayor Weatherwax stated that if a person has a problem that they could come to him – Ms. Lee said that the training needed to be done because they might not come to the Mayor. Brent White stated that he didn't mind if a new hire was required to watch a video and maybe every couple of 3 years do something else but the situation that Ms. Lee was referring to that the employee had no problem with it, it was how they talked to each other – it might should or should not have been said but it people are cutting up and it is not a problem between those people then it shouldn't be a problem. He also stated he didn't see any problem with having the training on a regular basis. Ms. Lee stated she heard what was said in her presence and waiting 2 – 3 years for training on sensitivity to someone's culture is too long. It needs to take place every year. This needs to be made part of policy if not we "the Council" have failed everybody, Ms. Lee stated. Brent White ask what Ms. Lee thought about Ms. Edwards finding training on other things to do training on in addition to the sensitive and do that yearly. Ms. Lee stated she didn't have a problem discussing other topics. Ms. Edwards stated maybe doing a safety sensitivity training would be a good start.

Ms. Lovett ask about the \$10,000.00 Microsoft 10 software upgrade she didn't see it listed but might not be looking in correct place. Ms. Edwards stated it is listed in office equipment 01-110-5905.... Ms. Lovett saw that and was ok with it she just was looking for it to be darken in with a description beside it.

Ms. Lee said in the job descriptions some of the job descriptions had some of the same tasks, why two people for the same job? Ms. Edwards stated that we all have back ups so if one is not available or out the other person can do that job. She also ask about the Park and Recreation Dept Concession Stand Supervisor job description...have we always had that position. Ms. Edwards stated that we have always had someone in that position but not that job description. Ms. Lee ask why was it changed? Ms. Edwards stated that they do more task now – deposits, inventory, scheduling for part-time, physical labor, number of part-time varies with the seasons, concessions now for volleyball and basketball and the ballpark expanding. Ms. Lee ask about the young ladies at the front desk in City Hall. Ms. Edwards ask which ones the Utility counter? Ms. Lee said yes, ... Ms. Edwards stated all the positions in City Hall and Ms. Lee ask do they all do the same jobs and the answer was no...that some do some of the same things, but they all have different responsibilities. Example the jobs in utilities one employee may be doing billing, one doing leak list, adjustments for leaks, different times of the

month there are other things to do, and they are back ups for each other. Ms. Lee ask if the jobs could be combined, and Ms. Edwards stated that when it was combined you couldn't do your job as thoroughly.

Ms. Lovett ask about the Golf Course Pro-shop Manger had considerable leeway for exercising independent judgement and intonating and directing activities – What is considered considerable leeway? Ms. Edwards stated that they schedule tournaments, tee times etc.

Ms. Lee had questions about the Building Inspector – that she didn't see where a specific time or timeframe that a person would be contacted back on an issue that they had addressed to the Building Inspector. Like 3 days or 5 days when could a person expect to hear from that department?? What does promptly mean??? Ms. Lee ask. Ms. Edwards stated – she didn't know the actual meaning, but she would say fast. Ms. Lee said the job description stated that responds promptly to customers' needs. Is there a timeframe on that??? That could be forever and a day.... Ms. Edwards said so you want a timeframe...?? Ms. Lee said it depends on what your definition of promptly is. Ms. Lee ask how often does the Building Inspector report to you, Mayor? Prioritizing speaking for her -- she made a complaint 4-5yrs ago and someone else made a complaint recently why does her complaint have to wait another 6 yrs when there has already been contact made with the property owner etc – timeframe needs to be adhered to and based on policy and procedure – how often “Roger” do you meet with the building inspector on these type of matters and make sure that they are being handled in a timeframe. Mayor Weatherwax stated that they meet 6-7 times a day. Ms. Lee voiced that just popping in and out of the office was not sufficient that one on one meeting and following up on these matters is important. Mayor Weatherwax stated that the employee is the building inspector and that he knows nothing about building inspecting and if the employee has an issue, he helps him find an answer. Ms. Lee continued to question the way Mayor Weatherwax handles employees etc. that he supervises.

Jason White asks on the 2024-2025 Budget that it stated with a 3% pay raise \$12,643,000.00 revenue \$12,275,000.00 expenses and this is an estimate with all the request from the departments. 300 - 500 thousand dollars cushion is what Ms. Edwards stated that she liked to have in the Budget.

Mayor Weatherwax dismissed any of the Supervisors after hearing from Council that they had no further questions for them.

Mayor Weatherwax read a statement about the Board of Zoning and Adjustment holding a meeting at 5:00 PM on August 22, 2024, to address the request from Dollar General for a variance on the parking spaces the request was to decrease the number of spaces required. The Board approved the request for them to have less parking than required by Ordinance. John David Kimbrough was present from Thompson and Associates to confirm and explain the actions taken by the Board of Zoning. The property was zoned B-2 prior to 2013 and the company who owns it currently applied for a variance for less parking spots, and the variance was approved – it can be appealed as to the number of parking spaces but that would be to go back up to the required number of parking spaces. It is not in the Councils authority to deny a business from coming in.

The entrance off of Court St where the CCC camp was located – together the City and the Lawrence County History and Preservation Society has decided to erect a marker at that entrance to contain information on the history of the site. The City has purchased the marker to be erected. Cindy Praytor was present and spoke about the history of the site and that Moulton was one of the first sites in this area. The City replaced the top of one of the gates which was missing, and currently are in discussions on placing protection around the gates. They are asking that the access to the property be moved to protect the gates from being potentially damaged and for future development consider including those gates in the plans. She also ask that with the Gibson building being scheduled for demolition that there be efforts made to preserve the store front if possible.

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Roger Weatherwax, Mayor

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Deroma Pepper, City Clerk

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Brent White, Council Member

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Cassandra Lee, Council Member

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Jason White, Council Member

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Denise Lovett, Council Member