



**Town of Mason
Mayor & Board of Aldermen
Board Meeting Minutes
Thursday, February 25, 2021, 6:46PM**

CALL TO ORDER: Mayor Emmit Gooden

OPENING PRAYER: Vice Mayor Virginia Rivers

ROLL CALL: Mayor Emmit Gooden, Vice Mayor Virginia Rivers, Alderwoman Celia Chastain, Alderwoman Carolyn Catron, Alderwoman Shate' Toliver, (Alderman Sylvester Harvey & Alderman Eddie Noeman joined the meeting later) and Town Recorder Lureatha Harris

OTHERS IN ATTENDANCE:

Norma Davis, Assistant to the Mayor/Office Manager; Ronda Hughey, Financial Consultant; Michele Scott, HR; Matalee Hall, Public Works Director; Tanner Jenkins, Fire Chief; Rick Jewell, Chief of Police; Elaine Allen, IT Consultant; Terry Clayton, Esq. City Attorney; and Ricky Oakley with Civil & Environmental Protection Consultants

(Reva Marshall, Financial Officer was unavailable due to death in the family)

Adoption of the Board Meeting Minutes of January 25, 2021

Vice Mayor Rivers asked for clarity to make the record clear, from the Board Meeting on January 25, 2021. Employees pay and giving Ms. Scott her 40% pay back that was cut from her salary. This should have been voted on two separate entities. Mayor Gooden asked for a motion to separate the motion on January 25, 2021. Alderwoman Chastain made a motion to separate the previous motion and remove retro pay, and the motion was 2nd by Alderwoman Catron: vote passed 4-2

(Vice Mayor Rivers and Alderwoman Toliver voted no).

A motion was made by Alderwoman Catron to adopt the Board Meeting Minutes of January 25, 2021, and the motion was 2nd by Alderman Noeman: vote passed 4-2

(Vice Mayor Rivers and Alderwoman Toliver voted no)

Adoption of the Finance Committee Meeting Minutes of February 22, 2021

A motion was made by Alderwoman Catron to adopt the Finance Committee Meeting Minutes of February 22, 2021, and the motion was 2nd by Alderwoman Toliver: vote passed 4-0 (Alderman Noeman and Alderman Harvey was not on the call)

OLD BUSINESS:

1. A RESOLUTION TO COMMIT TO IMPLEMENT THE RECOMMENDATION FROM THE COMPLETE STREETS PLAN STUDY

A motion was made by Alderman Harvey to adopt **A RESOLUTION TO COMMIT TO IMPLEMENT THE RECOMMENDATION FROM THE COMPLETE STREETS PLAN STUDY**, and the motion was 2nd by Alderwoman Catron, vote passed 5-0 (Alderman Noeman was not on the call)



2. CLARIFICATION ON RETROACTIVE PAY

Mayor Gooden would like to obtain clarity through the State and Comptrollers Office, before giving out employee bonuses. Mayor Gooden do not want to commit to giving employee bonuses for the next fiscal year and find out that it cannot be done.

A motion was made by Alderman Harvey to table retroactive pay, and the motion was 2nd by Alderwoman Chastain:

NEW BUSINESS:

1. CHANGE OF DATE FOR SANITATION SERVICE PICK-UP WITH WASTE PRO

This would be a date change for sanitation pick-up on Thursday opposed to Friday.

Mr. Bentley, the route supervisor with Waste Pro, said they have more trucks available on Thursday, for sanitation pick-up. If services are omitted from pick-up on Thursday, they can pick-up on Friday, therefore the constituents would not have to go through the weekend with no garbage pick-up. Awareness would be made to the constituents via robo calls, and messages on the bills, for the date change. Mayor Gooden would like to begin the new date of service pick-up the week of March 22, 2021. The ninety-day probationary period that was extended with Waste Pro, began in December 2020.

A motion was made by Alderwoman Catron to change the sanitation service date with Waste Pro from Friday, to Thursday, and the motion was 2nd by Alderman Noeman: vote passed 6-0

Alderman Harvey asked Mayor Gooden, when would Ms. Davis be recognized for her pay as Office Manager, and Mayor Gooden said he was working on that.

2. A RECOMMENDATION TO ACCEPT AN ADMINISTRATIVE SERVICE COMPANY TO PROVIDE ASSISTANCE IN THE PREPARATION AND ADMINISTRATION OF THE TOWN OF MASON'S 2021 COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE WATER LINE EXTENSION OF TABERNACLE ROAD AND SANFORD ROAD

A motion was made by Alderman Noeman to accept a **RECOMMENDATION TO ACCEPT AN ADMINISTRATIVE SERVICE COMPANY TO PROVIDE ASSISTANCE IN THE PREPARATION AND ADMINISTRATION OF THE TOWN OF MASON'S 2021 COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE WATER LINE EXTENSION OF TABERNACLE ROAD AND SANFORD ROAD**, with Mattie Cushman and Community Development Partners, and the motion was 2nd by Alderwoman Toliver, vote passed 6-0

3. A RECOMMENDATION TO ACCEPT AN ENGINEERING SERVICES COMPANY TO PROVIDE ASSISTANCE IN THE PREPARATION AND IMPLEMENTATION OF THE TOWN OF MASON'S 2021 COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE WATER LINE EXTENSION OF TABERNACLE ROAD AND SANFORD ROAD, Mr. Hall recommend transferring from Heathcoat & Davis to Ricky Oakley with Civil & Environmental Protection Consultants, since Mr. Oakley has assisted the Town of Mason since "2010" or so, bringing expertise and professionalism.

A motion was made by Alderwoman Catron to accept a **RECOMMENDATION TO ACCEPT AN ENGINEERING SERVICES COMPANY TO PROVIDE ASSISTANCE IN THE PREPARATION AND IMPLEMENTATION OF THE TOWN OF MASON'S 2021 COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE WATER LINE EXTENSION OF**



TABERNACLE ROAD AND SANFORD ROAD, with Ricky Oakley and Civil & Environmental Protection Consultants, and the motion was 2nd by Alderman Noeman: vote passed 6-0

City Attorney: Terry Clayton, Esq. City Attorney (Nothing to report)

Economic & Community Development and Office Manager

Norma Davis, Assistant to the Mayor

A motion was made by Alderman Harvey to accept the Economic & Community Development Report, and the motion was 2nd by Vice Mayor Rivers: vote passed 6-0

Office Manager Report

Norma Davis, Assistant to the Mayor

A motion was made by Alderman Harvey to accept the Office Manager Report, and the motion was 2nd by Alderwoman Toliver: vote passed 6-0

HR Department

Michele Scott, HR Manager

Ms. Scott mentioned an employee referral program to reduce employee turnover however this would be discussed at a later Board Meeting. Alderwoman Rivers questioned the re-opening of City Hall, Mayor Gooden said he is checking into this since the number of COVID-19, cases are dropping. Ms. Scott spoke on stringent cleaning, sanitizing, and monitoring constituents coming in due to proper distancing. Mayor Gooden suggest keeping the employees safe. Ms. Hughey said Ms. Davis addressed sanitary concerns with Finance about two weeks ago.

A motion was made by Vice Mayor Rivers to accept the HR Department Report, and the motion was 2nd by Alderman Harvey: vote passed 6-0

Finance and Administration Department

Ronda Hughey, Financial Consultant; in the absence of Reva Marshall, Financial Officer

Mrs. Hughey said the Finance Team received a letter from the Comptroller's Office, stating that the Town of Mason was in compliance, under the Municipality's Compliance Status. Mrs. Hughey will email the letter to the Board Members after the Meeting. The letter was received just before this Meeting.

A motion was made by Vice Mayor Rivers to accept the Finance and Administration Department Report, and the motion was 2nd by Alderman Harvey: vote passed 6-0

Fire Department

Tanner Jenkins, Fire Chief

Chief Tanner will provide the following, updates for equipment quotes, corrected amount for turnout gear and ladder quote updates. Chief Tanner request a Special Call Meeting in the future. An ad was published in the Covington Leader, but there have been no additional bids for the provision of services to revamp the Town's hydrant system. Chief Tanner recommend that the listing price for the department's rescue truck be changed from \$40,000.00 to \$30,000.00 to attract potential buyers. Mayor Gooden recommend that Chief Tanner get quotes to Finance.

A motion was made by Alderman Harvey to accept the Fire Department Report, and the motion was 2nd by Vice Mayor Rivers: vote passed 6-0



Parks & Public Works Department

Matalee Hall, Public Works Director

Mr. Hall is in the process of getting prices for no read water and gas meters. The backhoe has been returned and repaired. Alderwoman Chastain “Thanked Mr. Hall” for his hard work and assistance during the snow and ice.

A motion was made by Alderwoman Catron to accept the Parks & Public Works Department Report, and the motion was 2nd by Alderwoman Toliver: vote passed 6-0

Police Department

Chief Richard Jewell

Alderwoman Chastain questioned Chief Jewell about the status of the building next door regarding repairs. Mayor Gooden said he would look for bids on the building next door for repairs. Ms. Davis has been checking on Grants for the Police Department and informed the Board that Mason does qualify for Grants. Ms. Davis will submit this information to Chief Jewell. Chief Jewell reported that Ms. Elizabeth Grandberry, which reside at 5461 Charleston Mason Road, received a new mailbox, that was installed by the Mason Police Department. Ms. Grandberry’s mailbox was knocked down and damaged during an incident that occurred several weeks or more ago. Ms. Grandberry was very appreciative of Chief Jewell’s concern and willingness to assist in her situation.

A motion was made by Alderwoman Catron to accept the Police Department Report, and the motion was 2nd by Vice Mayor Rivers: vote passed 5-1 (Alderman Harvey voted no).

Alderman Harvey Thanked Mrs. Hughey for a “Professional Job” on handling the Finance Committee Meeting on Monday night (February 22, 2021).

Mayor’s Period:

Mayor Gooden asked the Board for Prayer for Ms. Reva Marshall and her Family, during the loss of her Father.

Constituents Comments/Concerns: (2 minutes)

ANOUNCEMENTS: Mayor Gooden reminded the Board of the Upcoming Utility Training

CLOSING PRAYER: Alderwoman Shate’ Toliver

Motion to Adjourn: A motion was made by Alderman Harvey to adjourn, and the motion was 2nd by Alderwoman Chastain: vote passed 5-0 (Alderman Noeman was no longer on the call)
Meeting adjourned at 8:36PM

Emmit Gooden, Mayor

Date

Lureatha Harris, Town Recorder