

CITY OF FAIRVIEW

BOARD OF COMMISSIONERS WORK SESSION MINUTES

DECEMBER 2, 2021

Debby Rainey, Mayor
Lisa Anderson, Vice Mayor
Brandon Butler, Commissioner
Rod Dawson, Commissioner
Scott Lucas, Commissioner
Scott Collins, City Manager
Tim Potter, City Attorney
Brandy Johnson, City Recorder

BOC Present: Anderson, Butler, Dawson, Lucas

Staff Present: Collins, Johnson, Potter, Ross, Sullivan

1. **Call to Order by Collins at 6:10 p.m.**
2. Audit items (presentation and resolution) need to be removed from tonight's agenda and will move to the December 16 agenda. There is no issue with the audit, just a miscommunication in-house with the auditor.
3. **Personnel Policy** – A revised personnel policy will be coming your way, likely on a February or March agenda. Previously the policy was adopted by ordinance but due to the length of time required to make changes we are switching to adopting by resolution as recommended by the city attorney. We met with MTAS to begin the work last month and are thankful for their work on the much-needed improvements to bring up to standard. Most changes are not substantive, however, the policy allowing for a dismissal hearing will be abolished as it conflicts with our charter stating we are an at-will employer. Just the policy will be removed, not the process leading up to the dismissal. This is a much-needed step to catch up on standards.
4. **Banking Services** - A municipality's banking services are now required by the state to be bid out at least every four years. In the upcoming months we will execute this process. There is nothing wrong with our services from First Bank but we simply must go through the process to be in compliance with the state regulations. Online banking is an important tool for us due to the numerous accounts the city has.
5. **Bond Work** – Signatures were completed on the city's side today and will be forwarded to the underwriter for one final review. We anticipate funds to be deposited on December 15 into a new, separate account, so that we can easily track spending and ensure clear accounting. All funds from the bond issue will have to be spent by December 2024. In February we will publish a calendar of bond fund projects and timelines as well as spend the first bond fund monies. The playground will be our first project completed with bond fund proceeds. On the infrastructure side, we are ready to move to the contract phase to purchase property on Highway 96 for a future fire station and re-alignment of the Northwest Highway intersection. The next step will be working with the state on our plans for this intersection and hope to bring that project to bid this coming June or July.
6. **Cumberland/Crow Cut/Highway 100** – We have been talking about improvements to this intersection for some time and the state has had it on the list to add turning lanes in all directions. This was scheduled for 2024 completion, however, there was also a sidewalk project on the table that would conflict with the intersection improvements. In June of 2020, we met with the state to see if they would absorb the sidewalk project into the intersection project and they were willing to do so. Recently in working on revised contracts, the state's traffic group has determined that the intersection meets its standards for signalization. The new contract will reflect this as well as the incorporation of the sidewalk project. Currently the overall project is scheduled for bid December 2022 with construction to begin the following spring. Once completed, we will

have sidewalks from Bowie Lake Road to Deer Ridge Road on the Walmart side of the road, and a new signal with turn lanes at the Crow Cut/Cumberland/Highway 100 intersection.

7. **Bellehaven** – A revised proposal has been submitted and Collins emailed links to the BOC. Collins noted page four of the plans depicting an amended layout and elevations noting the project will be further discussed in more detail at the December Planning Commission work session. The developer plans to meet with adjacent homeowners at 4:30 p.m. on December 14 followed by a presentation to the BOC and PC. It is not on the December planning commission agenda for a vote. The developer asked for a full engineering review, however, we have stated we will provide a cursory review until confirming a favorable layout. Also at the December 14 work session, we will have a discussion regarding open space as it relates to residential zoning. We may need to stay after the meeting concludes to finish this discussion as it must be had before we can proceed with residential zoning changes.
8. **Adjournment** by Collins at 6:50 p.m.

Brandy Johnson, City Recorder