



City of Freeport

REGULAR COUNCIL MEETING MINUTES

August 9, 2022, 9:00 AM

Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilman Farris, Councilwoman Elizabeth Brannon, Councilman Hope, Councilman Bud Day

Staff Members Present: City Manager Mark Martin, City Attorney Clay Adkinson, Planning Director Latilda Hughes-Neel, Planning Technician Samantha Graves, Finance Officer Sara Bowers, City Clerk Kathie Gatewood, Billing Clerk Marcie Gregg, Wastewater Treatment Supervisor Paul Johnson, Water Supervisor Larry Tuggle, Parks & Recreation Director Travis Digges, and City Engineer Alex Rouchaleau

City Clerk Note: Councilwoman Haffner was absent with notice.

1. Meeting Called to Order

The meeting was called to order at 9:01 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

4. Consent Agenda

a. Bills

5. Public Comment on Consent Agenda

Mayor Barley called for public comment and there was none.

6. Approval of Consent Agenda

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

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To approve the Consent Agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye
Councilwoman Brannon: aye
Councilman Hope aye
Councilman Day: aye

Carried.

7. Consideration of Additions/Deletions to Agenda

1. Councilman Day – Appointment to the Planning Board
2. City Manager – USPS Mailbox for City Hall
3. City Engineer – Remove US 331 N. Change Order #3

8. Approval of Agenda with Additions/Deletions/Changes

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the additions and deletions to the agenda as presented.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris: aye
Councilwoman Brannon: aye
Councilman Hope aye
Councilman Day aye

Carried.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks
- d. City Manager
 1. Debris Removal Interlocal Agreement

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City Manager Martin told the Council the City Attorney has reviewed the agreement and requested a motion to approve.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the Debris Removal Interlocal Agreement.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

2. USPS Mailbox at City Hall

City Manager Martin asked the Council for a motion to install a USPS Mailbox at City Hall. He said it would be installed by city staff. The box would allow the city to receive mail and have a spot for outgoing mail. Councilwoman Brannon said to ensure the public knows of the new box, so they don't have to go all the way to the post office. She suggested adding the information to the monthly water bill.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To approve the installation of a USPS Mailbox at City Hall

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

e. City Clerk

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f. Finance

1. Budget Workshop Dates

Finance Officer Bowers asked the Council to set up some Budget Workshop dates. She requested Wednesday, August 17, 2022, at 3:00pm and let the Council know this meeting would need to be held at the Blount House due to early voting in the chambers. She also requested Wednesday, August 24, 2022, at 5:00pm and Thursday, August 25, 2022, at 6:00pm, both in City Hall Chambers. She asked for a motion to approve the dates and times.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

Mayor Barley called for public comment or further Council discussion and there was none.

To approve Budget Workshops on August 17, 2022, at 3:00pm at the Freeport Blount House, August 24, 2022, at 5:00pm at City Hall, and August 25, 2022, at 6:00pm at City Hall.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

g. Billing

h. Planning

1. Land Development Code (LDC) Textual Revisions 2st Reading/Ordinance

Planning Director Hughes-Neel asked the Council for a motion to hold second reading.

Moved by: Councilman Farris

Seconded by: Councilman Hope

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Mayor Barley called for public comment or further Council discussion and there was none.

To approve Second Reading for the Land Development Code (LDC) Textual Revisions Ordinance 2022-09.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

Planning Director Hughes-Neel held Second Reading of ordinance 2022-09.

AN ORDINANCE AMENDING THE FREEPORT LAND DEVELOPMENT CODE; REVISIONS TO ARTICLES 3, 4 AND 5; AMENDING APPENDIX A, B, AND C; PROVIDNG FOR AUTHORITY AND PURPOSE, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE.

i. Legal

j. Engineering

1. WWTF Upgrade Change Order #1

City Engineer Rouchaleau presented the Council with a wastewater treatment facility upgrade change order for approximately \$331,379.21. He explained that he worked with the contractor to lower the price but that the proposed change was needed due to the cost of materials have increased. He recommended the Council approve the change order contingent on USDA reviewing and approving the change order. Councilwoman Brannon asked if there would be anymore change orders, to which City Engineer Rouchaleau replied that he did not anticipate any for material costs.

Moved by: Councilman Farris

Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To approve WWTF Upgrade Change Order #1.

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A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

2. Westonwood Ranch

City Engineer Rouchaleau asked the Council to waive the plan review fee for the project because it was a classroom. He said Westonwood Ranch is a 501c organization. The plan review fee is \$750.00.

Moved by: Councilman Farris
Seconded by: Councilman Hope

Mayor Barley called for public comment or further Council discussion and there was none.

To waive the \$750.00 plan review fee for Westonwood Ranch.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

10. Old Business

11. New Business

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Haffner
- e. Councilman Hope
- f. Councilman Day

1. Planning Board Appointment

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Councilman Day asked for a motion to appoint Uriah Matthews to the Planning Board.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

Mayor Barley called for public comment or further Council discussion and there was none.

To appoint Uriah Matthews to the Planning Board in place of John Konopacki.

A roll call vote was ordered, and the vote was as follows:

Councilman Farris:	aye
Councilwoman Brannon:	aye
Councilman Hope	aye
Councilman Day	aye

Carried.

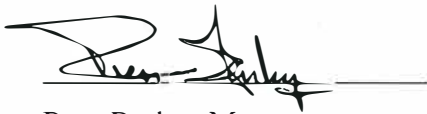
12. Public Comment

Mayor Barley called for public comment and there was none.

13. Adjournment

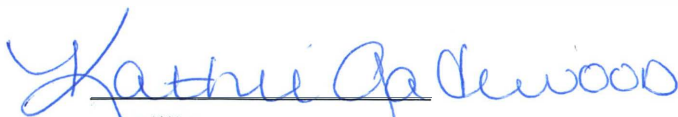
Mayor Barley motioned to adjourn. The meeting adjourned at 9:20 a.m.

Minutes were prepared by City Clerk Gatewood and approved by the City Council on August 25, 2022.



Russ Barley, Mayor

ATTEST:



Kathie Gatewood, City Clerk

