

Tony Craig, Mayor  
 Elizabeth Craig, Councilmember, Place 1  
 Scott Baker, Councilmember, Place 2  
 Claude Lang, Councilmember, Place 3  
 Terry Mann, Councilmember, Place 4  
 James Mann, Councilmember, Place 5



Christie Eason, City Clerk  
 Jason Dobbins, Police Chief  
 Shannon Drake, Fire Chief  
 Polly Blalock, Municipal Judge  
 Matthew Balch, City Attorney  
 Thomas Jarvinen, City Attorney  
 Jake Roth, City Engineer

**CITY COUNCIL WORK MEETING MINUTES - 5:00 P.M.**

**Tuesday, October 8, 2024**

COUNCIL MEMBERS PRESENT:	CITY STAFF PRESENT:	GUESTS PRESENT:
Tony Craig, Mayor	Polly Blalock, Municipal Judge	Matthew Balch, City Attorney
Claude Lang	Teresa Carpenter, Revenue Clerk	Tom Jarvinen, City Attorney
James Mann	Jason Dobbins, Police Chief	
Terry Mann	Shannon Drake, Fire Chief	
<b>ABSENT:</b>	Christie Eason, City Clerk/Treasurer	
Scott Baker		
Elizabeth Craig		

**MAYOR CRAIG: CALL TO ORDER @ 5:00 pm**

1. **ANNOUNCEMENTS, PRESENTATIONS, PROCLAMATIONS –**
  - a. **Proclamation of “Alabama Homemakers and Community Leaders Week”**
2. **ORDINANCES FOR CONSIDERATION AND/OR ADOPTION - NONE**
3. **RESOLUTIONS FOR ADOPTION –**
  - a. **RESOLUTION No. 24-029: Adopting the 2024-25 Transportation Plan for Owens Cross Roads**  
**Sponsor:** Jake Roth, City Engineer **Presenter:** Christie Eason, City Clerk  
 Christie explained, confirmed the \$ amount on resolution is based on the budgeted amount for the paving contract.
  - b. **RESOLUTION No. 24-030: Adopting the 2024-25 Budget for the City of Owens Cross Roads**  
**Sponsor:** Christie Eason, City Clerk  
 Councilmembers Terry Mann and James Mann expressed concerns about the budgeted amounts for Grounds Maintenance payroll and diesel fuel. They believed the agreement for one tank of diesel fuel per month during the mowing season was potentially illegal or fraudulent.  
 Christie explained that she had consulted with the League's counsel, who confirmed the agreement was permissible as long as it was properly documented. While the agreement is documented, both councilmen remained unconvinced.  
 To facilitate budget approval, the line items for Grounds Maintenance Payroll and diesel fuel for grounds maintenance were temporarily removed from the budget.  
 Note: the FY 2024-2025 budget includes 5% COLA for City Employees
  - c. **RESOLUTION No. 24-031: Adopting a Policy Requiring a Purchase Order for Anything Over \$500, Excluding Travel & Training**  
**Sponsor:** Christie Eason, City Clerk  
 Christie explained this policy includes approved budgeted items as well.

- d. RESOLUTION No. 24-032: Approving a Contract for Legal Counsel for the City of Owens Cross Roads FY 2024-2025**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk  
Councilman James Mann stated that he had recently read the Mayor/Council Handbook, which he received during a Council Organizational Training Session. Based on his understanding of the regulations outlined in the handbook, he believed that Jarvinen and Balch, LLC were serving improperly.  
Attorneys Balch and Jarvinen offered further information.
- e. RESOLUTION No. 24-033: Approving a Contract for a Substitute Municipal Court Judge for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- f. RESOLUTION No. 24-034: Approving a Contract for a Prosecutor for Municipal Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- g. RESOLUTION No. 24-035: Approving a Contract for a Prosecutor for Circuit Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- h. RESOLUTION No. 24-036: Approving a Contract for a Substitute Prosecutor for Municipal Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- i. RESOLUTION No. 24-037: Approving a Contract for a Substitute Prosecutor for Circuit Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- j. RESOLUTION No. 24-038: Approving a Contract for a Substitute Prosecutor for Municipal Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- k. RESOLUTION No. 24-039: Approving a Contract for a Substitute Prosecutor for Circuit Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- l. RESOLUTION No. 24-040: Approving a Contract for a Public Defender for Municipal Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- m. RESOLUTION No. 24-041: Approving a Contract for a Substitute Public Defender for Municipal Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
- n. RESOLUTION No. 24-042: Approving a Contract for a Substitute Public Defender for Municipal Court for the City of Owens Cross Roads**  
**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk
-

**o. RESOLUTION No. 24-043: Approving a Contract for a Substitute Municipal Court Judge for the City of Owens Cross Roads**

**Sponsor:** Mayor Tony Craig **Presenter:** Christie Eason, City Clerk

Councilman Terry Mann asked Judge Blalock if the individuals on the list were her personal referrals for the Mayor. Judge Blalock confirmed that they were and that the rates were charged on an hourly basis when services were rendered.

Christie suggested to the Councilmembers that, given the number of resolutions, they consider voting on Resolutions No. 24-033 through 24-043 as a single unit. All Councilmembers agreed to this approach.

**p. RESOLUTION No. 24-044: Approving the Purchase of 6 Tablets for Use During Council Meetings**  
**Sponsor:** Christie Eason, City Clerk

Christie explained the resolution, and Councilman James Mann provided additional details. Christie confirmed that the funds being used were from the American Rescue Plan Act. Any excess funds would be allocated to the TECHNICAL UTILITIES: Computers – Equipment category.

**q. RESOLUTION No. 24-045: Approval to Enter into Agreement with the State of Alabama and ALDOT for the Sidewalk Improvement Grant**

**Sponsor:** Christie Eason, City Clerk

Councilman Terry Mann wanted to ensure that we are only committed to the sidewalk from the east side of Bakers Hardware and not all the way to Old Highway 431. Christie indicated that the map/plat does indicate this, but will double check with ALDOT and Jake Roth, City Engineer to ensure this is accurately communicated.

ADJOURNED MEETING AT 5:52 P.M.

Respectfully Submitted by: *Christie D. Eason, City Clerk/Treasurer & Teresa Carpenter, Revenue Clerk*

---