



# Huntsville, Alabama

305 Fountain Circle  
Huntsville, AL 35801

## Cover Memo

---

**Meeting Type:** City Council Regular Meeting **Meeting Date:** 11/7/2024

**File ID:** TMP-4793

---

**Department:** Natural Resources

**Subject:**

**Type of Action:** Approval/Action

Resolution authorizing the Mayor to enter into a Special Employee Agreement between the City of Huntsville and Woody Maples.

Resolution No.

**Finance Information:**

**Account Number:** N/A

**City Cost Amount:** NTE \$39,000.00

**Total Cost:** NTE \$39,000.00

**Special Circumstances:**

**Grant Funded:** N/A

**Grant Title - CFDA or granting Agency:** N/A

**Resolution #:** N/A

**Location: (list below)**

**Address:** N/A

**District:** District 1  District 2  District 3  District 4  District 5

**Additional Comments:**



**RESOLUTION NO. 24-\_\_\_\_\_**

**BE IT RESOLVED** by the City Council of the City of Huntsville, Alabama, that the Mayor be, and he is hereby authorized to enter into an Agreement by and between the City of Huntsville and Woody Maples, on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as “Special Employee Agreement between the City of Huntsville and Woody Maples” consisting of three (4) pages and the date of November 7, 2024, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the City Clerk of the City of Huntsville, Alabama.

**ADOPTED** this the 7<sup>th</sup> day of November, 2024.

---

President of the City Council  
of the City of Huntsville, Alabama

**APPROVED** this the 7<sup>th</sup> day of November, 2024.

---

Mayor of the City of Huntsville, Alabama

**SPECIAL EMPLOYEE  
AGREEMENT BETWEEN  
THE CITY OF HUNTSVILLE  
AND WOODY MAPLES**

STATE OF ALABAMA     )  
COUNTY OF MADISON    )

**SPECIAL EMPLOYEE AGREEMENT BETWEEN  
THE CITY OF HUNTSVILLE AND WOODY MAPLES**

**THIS AGREEMENT** is made and entered into on the 7th day of November 2024, by and between Woody Maples, an individual, (“Maples”) and the City of Huntsville, Alabama, a municipal corporation in the State of Alabama (“City”),

**WITNESSETH:**

In consideration of the mutual promises and covenants herein contained, the parties do hereby agree as follows, to wit:

1. Maples shall be employed by the City of Huntsville as a Special Employee in the Natural Resources Department and shall be classified as a “Special” Employee under the City’s Personnel Policies and Procedures Manual and shall be under the direct supervision of the Natural Resources Director. Maples’ duties as a Special Employee shall include all work described on Attachment “A” attached hereto and incorporated herein by reference.

2. In consideration of the services rendered hereunder, the City shall pay Maples at the rate of \$70.00 per hour not to exceed 29 hours per week, with the total sum (including any compensation received by Maples from any RSA member institution) not to exceed \$38,000 for calendar year 2024 and not to exceed \$39,000 during calendar year 2025, which shall be paid bi-weekly in accordance with the City’s regular payroll processing system. During the term of this agreement, Maples shall not receive any cost-of-living adjustment approved by the City Council for all other employees of the City. In addition, Maples shall not receive any benefits available to any employee of the City except those benefits received as a result of being retired from regular employment with the City. Maples shall have no authorization to incur any debt or obligation on behalf of the City.

3. The term of this contract shall be for a period commencing on December 1, 2024, and ending November 30, 2025.

4. This contract may be terminated by either party upon thirty (30) days’ written notice being provided to the other party.

\_\_\_\_\_  
PRESIDENT OR PRESIDENT PRO TEM OF THE  
CITY COUNCIL OF THE CITY OF HUNTSVILLE,  
ALABAMA  
DATE: \_\_\_\_\_

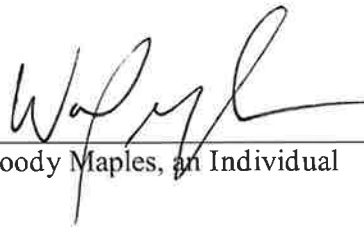
5. The City shall provide Maples a parking space during work hours at a location determined by the City's Director of Parking and Public Transit.

6. Except as specified herein, Maples shall be subject to all Policies applicable to part-time employees of the City of Huntsville.

7. Maples acknowledges that confidential information may be made available to him in connection with his work pursuant to this agreement. Maples agrees not to disclose the confidential information to any third party at any time following execution of this agreement. This clause shall survive the termination of this Agreement.

8. This agreement constitutes the entire agreement between the parties.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement on the day and year first above written.

  
\_\_\_\_\_  
Woody Maples, an Individual

**CITY OF HUNTSVILLE, ALABAMA**  
a municipal corporation

BY: \_\_\_\_\_  
Tommy Battle  
ITS: Mayor

ATTEST:

BY: \_\_\_\_\_  
Shaundrika Edwards  
ITS: City Clerk

## **Exhibit "A"**

### **Duties of the Natural Resources Environmental Compliance Specialist Special Employee**

- To conduct dry weather screening of the City's Municipal Separate Storm Sewer System (MS4) major outfalls in accordance with the National Pollutant Discharge Elimination System (NPDES) Permit issued by the Alabama Department of Environmental Management (ADEM) authorizing discharges from the MS4, and to document the results pursuant to Permit requirements and in accordance with Natural Resources Departmental policies and procedures.
- To conduct follow-up investigations in cases where a discharge is observed from a major outfall during the course of dry weather screening to determine the source of the discharge and ascertain whether there is an illicit discharge to the MS4.
- To perform screening inspections of industrial and commercial facilities to determine the potential for pollutant discharges to the MS4 and the need for future periodic inspections, and to document the results pursuant to MS4 NPDES Permit requirements and in accordance with Natural Resources Departmental policies and procedures.
- To perform inspections of industrial and commercial facilities with the potential for pollutant discharges to the MS4 to determine the adequacy and efficacy of Best Management Practices (BMPs) to prevent the discharge of pollutants to the MS4, and to document the results pursuant to MS4 NPDES Permit requirements and in accordance with Natural Resources Departmental policies and procedures.
- To perform inspections of City facilities with the potential for pollutant discharges to the MS4 to determine the adequacy and efficacy of Best Management Practices (BMPs) to prevent the discharge of pollutants to the MS4 in accordance with the requirements of the City's MS4 NPDES Permit, and to document the results pursuant to MS4 NPDES Permit requirements and in accordance with Natural Resources Departmental policies and procedures.
- To investigate citizen complaints involving possible illicit discharges to the MS4 and open burning.
- To assist Natural Resources staff in gathering information from other City Departments for incorporation into the Annual Report to ADEM required by the City's MS4 NPDES Permit.
- To perform construction-related environmental compliance inspections and investigations involving noise, explosive blasting, open burning, and storm water quality.
- To perform inspections of gasoline dispensing facilities to gather the information required for other regulatory staff to determine air permit compliance and annual emissions estimates.
- To perform general reconnaissance regarding compliance within the community with the City's Air Pollution Control Rules & Regulations and the City's Blasting, Noise, Open Burning, and Storm Water Illicit Discharge Ordinances.

**Exhibit "A"**

**Duties of the Natural Resources Environmental Compliance Specialist Special Employee**

- To perform related work as required.