

**MEETING AGENDA
MOUNTAIN BROOK CITY COUNCIL**

**CITY COUNCIL CHAMBER (A108)
56 CHURCH STREET
MOUNTAIN BROOK, AL 35213**

MAY 8, 2023, 7 P.M.

As a matter of convenience, members of the public are invited to listen, observe and participate in public meetings by Internet video conference. Presenters and others interested in a particular matter for discussion are encouraged to attend the meeting in-person. The City is not responsible for technical issues that may occur that interfere with the virtual meeting. The City Council, at its sole discretion, may proceed with its in-person business meeting regardless of whether virtual attendees can hear and/or observe the proceedings. The City intends to make the meeting available by way of the Zoom app (re: Meeting ID 801-559-1126, password 05082023).

1. National Police Officer Appreciation Week Proclamation
2. Approval of the minutes of the April 25, 2023, regular meeting of the City Council.
3. Consideration: Resolution supporting Red Mountain Cut Foundation and the Jefferson County Commission in pursuing a TAP grant for the pedestrian and bike improvements on 21st Avenue South.
4. Consideration: Resolution approving the funding agreement with the City and the Friends of Jemison Park with respect to the Jemison Trail project.
5. Consideration: Resolution authorizing the sale or disposal of certain surplus property.
6. Comments from residents and attendees
7. Announcement: The next regular meeting of the City Council is May 22, 2023 at 7:00 p.m.
8. Adjourn

PROCLAMATION
NATIONAL POLICE WEEK AND
PEACE OFFICERS MEMORIAL DAY

WHEREAS, in 1963 the Congress of the United States and President John F. Kennedy proclaimed May 15 as Peace Officers Memorial Day, and the week in which it falls as National Police Week; and

WHEREAS, National Police Week is a collaborative effort of many organizations dedicated to honoring America's law enforcement community; and

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Mountain Brook Police Department; and

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and died or been killed in the line of duty, including Sergeant Freddie Jackson Harp, Officer George Todd Herring, and Officer Theron Houlditch of the Mountain Brook Police Department; and

WHEREAS, the members of the Mountain Brook Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Mountain Brook; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their law enforcement agencies, and that members of the Mountain Brook Police Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the men and women of the Mountain Brook Police Department unceasingly provide a public service in a professional and courteous manner;

NOW, THEREFORE BE IT RESOLVED, I Mayor Stewart H. Welch III of the City of Mountain Brook, Alabama, do hereby proclaim the week of May 14th through 23st, 2023, as Police Week and call upon all citizens of Mountain Brook to observe the 15th day of May 2023, as National Peace Officer's Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to the City of Mountain Brook and also, honor those survivors of our fallen heroes.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Mountain Brook to be affixed the 8th day of May of the year of our Lord 2023 and of the Independence of the United States of America, the 247th.

Stewart H. Welch III, Mayor

**MOUNTAIN BROOK CITY COUNCIL
PRE-MEETING DISCUSSION
APRIL 25, 2023**

[As a convenience, members of the public were invited to listen and observe in the public meeting by Internet video conference.]

The City Council of the City of Mountain Brook, Alabama met informally in-person at 6:15 p.m. on the 24th day of April, 2023 (others were allowed to listen to the meeting by way of Internet video conference). Council President Pro Tempore Pritchard called the pre-meeting to order and the roll was called with the following results:

Present: William S. Pritchard III, Council President Pro Tempore
Lloyd C. Shelton
Gerald A. Garner
Graham L. Smith
Stewart Welch III, Mayor

Absent: Virginia C. Smith, Council President

Also present were City Attorney Carl Johnson, City Manager Sam Gaston, and City Clerk Heather Richards.

1. AGENDA

1. Budget amendment for the Police Department

Jaye Loggings-Police Chief

- Request is a non-budgeted item with Lexipol
- Lexipol does policies for police departments and municipalities
- Policies for the police department is in need of revision and brought up to date
- Had an audit who suggested and recommended the revision

Steven Boone-Finance Director/Assistant City Manager

- Concern is if the sole source letter would be sufficient to satisfy the audit test for bid law
- City attorneys would need to have to determine if it does not have to be bid

Billy Pritchard-Council President Pro Tempore

- Will pass item to another date to allow the city attorneys an opportunity to look at it

2. Change order request for the Junior High drainage project

Taylor Schoel-Schoel Engineering

- Requesting a \$120,000 change order for JD Morris contract on the Junior High drainage project
- Most is due to extra rock they have encountered upon excavation
- Original contract had \$650 per cubic yard for rock, they have encountered twice the amount of rock than expected
- A few thousand of the change order is for asphalt paving that was undermined

Billy Pritchard-Council President Pro Tempore

- Inquired if this was going to be the last change order for this project

Mike Culwell-Brasfield & Gorrie

- This could potentially be the last change order
- This request is to anticipate the future rock exposure and any other unforeseen problems that may arise

Billy Pritchard

- Inquired if this is basically like a rock allowance to draw upon which may be used

Mike Culwell

- A “rock allowance” is a good way to put it because it is replenishing some of the owner contingency

Billy Pritchard

Item added to the formal agenda (Resolution No. 2023-068)

3. Set date for FY-2024 Budget kick-off meeting

Sam Gaston-City Manager

- Will start the FY2024 budget process soon
- Steve Boone will have first draft of projected revenues for next year
- A budget schedule will be generated for approval

4. Review of the other matters to be considered at the formal (7:00p.m.) meeting

2. EXECUTIVE SESSION

Council President Pro Tempore Pritchard made a motion that the City Council convenes in executive session to discuss a matter of litigation and that the City Council shall reconvene upon conclusion of the executive session. The City Attorney certified that the subject matters were allowed to be discussed in executive pursuant to Alabama Law. The motion was seconded by Council Member Garner. Then, upon the question being put and the roll called, the vote was recorded as follows:

Ayes: William S. Pritchard III, Council President Pro Tempore
 Gerald A. Garner
 Graham L. Smith
 Lloyd C. Shelton

Nays: None

3. ADJOURNMENT

There being no further matters for discussion Council President Pro Tempore Pritchard adjourned the pre-meeting at approximately 6:35 pm.

4. CERTIFICATION

I, Heather Richards, City Clerk of the City of Mountain Brook, Alabama, certify the above is a true and correct synopsis of the discussion from the regular session of the City Council of the City of Mountain Brook, Alabama held at City Hall, Pre-Council Room (A-106) on April 25, 2023, and that the meeting was duly called and held in all respects in accordance with the laws of the State of Alabama and bylaws of the City and that no formal action or votes were conducted at said work session.

City Clerk, Approved by
City Council May 8, 2023

**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF MOUNTAIN BROOK
APRIL 25, 2023**

[As a convenience, members of the public were invited to listen and observe in the public meeting by Internet video conference.]

The City Council of the City of Mountain Brook, Alabama met in person at 7:00 p.m. on the 25th day of April, 2023 (others were allowed to listen to the meeting by way of Internet video conference). Council President Pro Tempore Pritchard called the meeting to order and the roll was called with the following results:

Present: William S. Pritchard III, Council President Pro Tempore
Lloyd C. Shelton
Gerald A. Garner
Graham L. Smith
Stewart Welch III, Mayor

Absent: Virginia C. Smith, Council President

Also present were City Attorney Carl Johnson, City Manager Sam Gaston, and City Clerk Heather Richards.

The Council President Pro Tempore Pritchard stated that a quorum was present and that the meeting was open for the transaction of business

1. PRESENTATION BY LEADERSHIP MOUNTAIN BROOK STUDENTS (APPENDIX 4)

Presentation 1-Randi Cron, Lily Johnson, Charlotte Robbins, Jackson Herron, and Halli Hollingsworth

- Proposed a website for all the volunteer opportunities around Mountain Brook
- Website would be helpful for community members looking for volunteers
- Website consists of: Upcoming events page, a Home page, a get involved page, and a “contact us” page
- Want to a newsletter in addition to a website
- The upkeep of website will be managed by Leadership Mountain Brook
- Cost: Startup cost \$100 and \$10 a month to maintain the domain

Presentation 2-Oliver Salter, Stutts Everette, Henry Sullivan, and Jack McDonald

- Proposed installing two pickle ball courts at Overton Park
- Prior to the pickle ball courts in Crestline, the only pickle ball courts were in Country Clubs
- Worked with Shanda Williams to develop the design of the courts
- To reduce noise: moved the pickle ball court closer to the parking lot
- Total cost: \$25,000 (includes materials and labor), conversion estimate: \$12,300.
- Have 3 ideas to lower price: 1.) Sell t-shirts, 2.) Sell raffle tickets, and 3.) Pickle ball tournament

Presentation 3-Mallie Robinett, Mary Francis Springville, Hannah Blalock, Abigail Sharp, Lauren Jones, and Rachael White

- Proposed a summer movie series for the community
- Want to have it on Crestline field
- Want to show 3 movies during the summer: Parent Trap, Sing, and Moana
- Movie dates: June 1st, July 8th, and August 3rd from 6:30pm-8:30pm

- Would advertise on Instagram, What's Happening in Mountain Brook, Village Living, posters, and banners (budgeted \$500 for advertising)
- Need to rent screen and projector
- Cost: \$3,350 and \$950 (per movie night) to rent screen, projector, and audio

Presentation 4-Martha Anderson, Evelyn Berry, and Laura Buha

- Proposed creating a scavenger hunt for summer of 2023 called "Schools Out Scavenger Hunt"
- Scavenger Hunt would take place: June 1 through August 1st
- Scavenger Hunt for children aged 5-12
- There would be different challenges for the children to complete
- Would advertise on Instagram, What's Happening in Mountain Brook
- At the end of the summer, boards can be put into a raffle for Village Gold (\$100, \$50, \$25, and \$25)
- Ask is for Village Gold for the winners and stickers

2. PRESENTATION OF THE ANNUAL FINANCIAL AUDIT OF THE CITY AS OF AND FOR THE YEAR ENDED SEPTEMBER 30, 2022

Jason Harpe-Carr Riggs & Ingram LLC

- Cities should have 90 days in general fund balance, Mountain Brook surpasses this with 6 months
- City borrowed 6 million for fire station
- Net pension liability 29 Million
- Net OPEB liability 2.5 Million
- Funding additional amount into the net pension and OPEB liability

Catherine Cannon-Carr, Riggs & Ingram LLC

- Single Audit-3rd year the City has had a single audit due to the federal grants (no findings to report)

Lloyd Shelton-Council Member

- No such risks or exposures noted in terms of potential errors in the financials and no significant difficulties in dealing with management
- The city has a significant amount of money on reserves at various institutions, the demand deposit is FDIC insured and is part of the SAFE program

Jason Harpe

- State Treasurer came up with the SAFE program for governments and participating banks which covers excess FDIC risk
- Mountain Brook's CDs are all below FDIC limit

3. CONSENT AGENDA

Council President Pro Tempore Pritchard announced that the following matters will be considered at one time on the consent agenda provided no one in attendance objects:

Approval of the minutes of the April 10, 2023, regular meeting of the City Council

Approval of the minutes of the April 19, 2023, special meeting of the City Council

2023-066	Execute an Employee Assistance Program Service Agreement with Employee Assistance Services (EAS)	Exhibit 1, Appendix 1
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2023-067	Authorize the sale or disposal of certain surplus property	Exhibit 2, Appendix 2
2023-068	Authorize the change order No. 1 with respect to the Junior High drainage project (Resolution No. 2022-179)(Project# B-20220926-823)	Exhibit 3, Appendix 3

Thereupon, the foregoing minutes and resolutions (Nos. 2023-066 through 2023-068), were introduced by Council President Pro Tempore Pritchard and a motion for their immediate adoption made by Council Member Garner. The minutes and resolutions were then considered by the City Council. Council Member Graham Smith seconded the motion to adopt the foregoing minutes and resolutions. Then, upon the question being put and the roll called, the vote was recorded as follows:

Ayes: William S. Pritchard III, Council President Pro Tempore
Lloyd C. Shelton
Gerald A. Garner
Graham L. Smith

Nays: None

Abstained: None

Council President Pro Tempore Pritchard thereupon declared that said minutes and resolutions (Nos. 2023-066 through 2023-068) were adopted by a vote of 4—0 and as evidence thereof she signed the same.

4. PUBLIC HEARING TO REMOVE THE RUMBLE STRIPS NEAR THE “S” CURVE ON OVERTON ROAD BEFORE THE NORTH WOODRIDGE INTERSECTION

Richard Caudle-Skipper Consultants

- There are acceptable alternative to the rumble strips
- Recommendation options: 24/7 flashing light and vehicle detection light (that flashes only when a vehicle approaches)
- The light would be shielded and aimed at oncoming traffic
- Council Member Graham Smith had an idea to install a specialty sign that indicates a “hairpin curve” ahead to add to the caution of the dangerous curve ahead

Mimstewart Webb-2807 Overton Road

- Inquired as to the signs on Overton Road coming up to the curve

Richard Caudle

- There is a curve sign that shows intersection, then a “Be prepared to stop” sign, and then signs with chevrons
- If approved, the lighted sign would take 30 weeks to come in
- Would recommend not removing the rumble strips until the lighted sign is installed

Ryan Ramage-2805 Overton Road

- Does not want the rumble strips to remain for 30 weeks for the lighted sign to be installed
- The rumble strips are a horrible nuisance

Gerald Garner-Council Member

- Recommended removing the rumble strips when the new sign is installed and not waiting until the flashing light is installed

Brooke Slaughter-2801 Overton Road

- Concern is light pollution from the lighted sign
- Wants to try the sign first before installing the flashing light

Billy Pritchard-Council President Pro Tempore

- Wants to follow the recommendation of the traffic engineer to avoid exposing the City to potential liability

Bob Montgomery-2815 Overton Road

- Overton remains the only main thoroughfare in Mountain Brook that does not prohibit trucks to utilize
- A lot of traffic on Overton Road is not neighborhood traffic and is instead it is motorist attempting to get from Highway 280 to Interstate 459
- Would advocate removing Overton Road as an access road to Highway 280
- Overton Road also has a slope and trucks use jake braking when going down the hill which is very loud
- Some cities utilize noise abatement ordinances in neighborhoods
- To solve the problem is to reduce traffic on Overton Road

Council Member Shelton made a motion to have Richard Caudle with Skipper Consultants to order the directional flashing light (Option 5) on Overton Road and order a new and effective sign to warn motorist of the hairpin curve ahead on Overton Road. The motion was seconded by Council Member Garner. Thereupon, Council President Pro Tempore Pritchard called for vote with the following results:

Ayes: William S. ("Billy") Pritchard III
 Gerald A. Garner
 Graham L. Smith
 Lloyd C. Shelton

Nays: None

Council President Pro Tempore Pritchard declared that the motion (No. 2023-069) is hereby adopted by a vote of 4—0 (Exhibit 4)

Richard Caudle

- On a temporary basis (between time when the new sign and flashing light is installed) could remove the last 3 sets of rumble strips

Gerald Garner

- Would like to remove the rumble strips and put in new sign

Billy Pritchard

- Feels it is exposing the City to liability if the rumble strips are removed before installing the flashing light

Richard Caudle

- Since the City has taken action (by the motion to order the flashing sign) the City is not exposed to liability by removing all of the rumble strips awaiting the flashing light

Carl Johnson-City Attorney

- Council has discretion to remove the rumble strips immediately
- If the Council removed the rumble strips immediately, it would not place the City in undue risk of liability
- If the council feels the public interest is served by removing the strips immediately, he would endorse it

Council Member Garner made a motion to install the new sign, remove the rumble strips, and then install the new directional light with vehicle detection. The motion was seconded by Council Member Shelton. Thereupon, Council President Pro Tempore Pritchard called for vote with the following results:

Ayes: William S. (“Billy”) Pritchard III
 Gerald A. Garner
 Graham L. Smith
 Lloyd C. Shelton

Nays: None

Council President Pro Tempore Pritchard declared that the motion (No. 2023-070) is hereby adopted by a vote of 4—0 (Exhibit 5)

5. ANNOUNCEMENT

Council President Pro Tempore Pritchard announced the City Council shall hold a Special Meeting on Monday, May 1st, 2023 at 6:00 p.m. for a public hearing - request to rezone property from Residence B district to Planned Unit Development (PUD) district - 2305 Montevallo Road, Montevallo Road Partners, LLC

6. ANNOUNCEMENT

Council President Pro Tempore Pritchard announced the City Council will have a Special Meeting on Tuesday, May 2nd, 2023 at 5:30 p.m. to discuss drainage options for Richmar Drive and Mountain Avenue

7. ANNOUNCEMENT

Council President Pro Tempore Pritchard announced the next regular meeting of the City Council is May 8, 2023, 7:00p.m.

8. ADJOURNMENT

There being no further business to come before the City Council, Council President Virginia Smith adjourned the meeting at approximately 8:15 p.m.

9. CERTIFICATION

I, Heather Richards, City Clerk of the City of Mountain Brook, Alabama, certify the above is a true and correct transcript of the regular meeting of the City Council of the City of Mountain Brook, Alabama held at City Hall, Council Chamber (Room A-108) on April 25, 2023, and that the meeting was duly called and held in all respects in accordance with the laws of the State of Alabama and bylaws of the City and that a quorum was present.

City Clerk Approved by
City Council May 8, 2023

EXHIBIT 1

RESOLUTION NO. 2023-066

BE IT RESOLVED by the City Council of the City of Mountain Brook, Alabama that the City Council hereby authorizes the execution of an Employee Assistance Program Service Agreement, in the form as attached hereto as Exhibit A subject to such minor changes as may be determined appropriate by the City Attorney, between the City and Employee Assistance Services (EAS).

APPENDIX 1

EXHIBIT 2

RESOLUTION NO. 2023-067

WHEREAS, the City of Mountain Brook, Alabama, has certain items of personal property which are no longer needed for public or municipal purposes; and

WHEREAS, Section 11-43-56 of the Alabama Code of 1975 authorizes the municipal governing body to dispose of unneeded personal property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mountain Brook, as follows:

Section 1. It is hereby established and declared that the following equipment, as described in the form as attached hereto as Exhibit A, owned by the City of Mountain Brook, Alabama are no longer needed for public or municipal purposes and is hereby declared surplus property; and

Section 2. That the City Manager, or his designated representative, is hereby authorized and directed to sell said property by way of public Internet auction or to dispose of said items not sold.

APPENDIX 2

EXHIBIT 3

RESOLUTION NO. 2023-068

RESOLUTION NO. 2023-075

WHEREAS, the Red Mountain Cut Foundation in coordination with the Jefferson County Commission, is pursuing a TAP grant for 21st Avenue South to make streetscape improvements and provide a safer, inclusive pedestrian and cycling experience; and

WHEREAS, the improvements that are situated between the Cities of Homewood and Mountain Brook, and within the City of Birmingham, are sorely needed; and

WHEREAS, the improvements will connect future paths to the Red Rock Trail Master Plan in Jefferson County; and

WHEREAS, the proposed sidewalks will link Vulcan Park and English Village in Mountain Brook, and

WHEREAS, the enhancements include, bike lanes, accessible sidewalks, parallel parking, relocating light poles, fixtures, street trees, and resurfacing; and

WHEREAS, the enhancements will ensure the area will remain a comfortable, safe, and an attractive place to call home;

THEREFORE BE IT RESOLVED by the City Council of the City of Mountain Brook, Alabama, that the City Council hereby supports Red Mountain Cut Foundation and the Jefferson County Commission’s TAP proposal and hopes all bodies reviewing the proposal will give favorable consideration to the application and underlying efforts.

ADOPTED: This 8th day of May, 2023.

Council President

APPROVED: This 8th day of May, 2023.

Mayor

CERTIFICATION

I, Heather Richards, City Clerk of the City of Mountain Brook, Alabama hereby certify the above to be a true and correct copy of a resolution adopted by the City Council of the City of Mountain Brook at its regular meeting held on May 8, 2023, as same appears in the minutes of record of said meeting.

City Clerk

RESOLUTION NO. 2023-077

BE IT RESOLVED by the City Council of the City of Mountain Brook, Alabama, that the City Council hereby authorizes the execution of a funding agreement between the City and the Friends of Jemison Park with respect to the Jemison Trail project.

ADOPTED: This 8th day of May, 2023.

Council President

APPROVED: This 8th day of May, 2023.

Mayor

CERTIFICATION

I, Heather Richards, City Clerk of the City of Mountain Brook, Alabama hereby certify the above to be a true and correct copy of a resolution adopted by the City Council of the City of Mountain Brook at its meeting held on May 8, 2023, as same appears in the minutes or record of said meeting.

City Clerk

RESOLUTION NO. 2023-076

**A RESOLUTION AUTHORIZING THE SALE OR DISPOSAL
OF CERTAIN SURPLUS PROPERTY**

WHEREAS, the City of Mountain Brook, Alabama, has certain items of personal property which are no longer needed for public or municipal purposes; and

WHEREAS, Section 11-43-56 of the Alabama Code of 1975 authorizes the municipal governing body to dispose of unneeded personal property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mountain Brook, as follows:

Section 1. It is hereby established and declared that the following equipment, as described in the form as attached hereto as Exhibit A, owned by the City of Mountain Brook, Alabama are no longer needed for public or municipal purposes and is hereby declared surplus property; and

Section 2. That the City Manager, or his designated representative, is hereby authorized and directed to sell said property by way of public Internet auction or to dispose of said items not sold.

ADOPTED: This 8th day of May, 2023.

Council President

APPROVED: This 8th day of May, 2023.

Mayor

CERTIFICATION

I, Heather Richards, City Clerk of the City of Mountain Brook, Alabama, hereby certify the above to be a true and correct copy of a resolution adopted by the City Council of the City of Mountain Brook at its meeting held on May 8, 2023, as same appears in the minutes of record of said meeting.

City Clerk



Heather Richards <richardsh@mtnbrook.org>

for govdeal auction

1 message

Gilbert Aban <abang@mtnbrook.org>

Tue, Apr 11, 2023 at 1:52 PM

To: Heather Richards <richardsh@mtnbrook.org>, Steve O'Dell <odells@mtnbrook.org>

2 Lenovo thinkservers
1s379623ul3aaa0l
1s379623ul3aaa0x

2 HP proliant dl380
2ux550000k
2ux541038c

Thank you,

Gilbert Aban
INFORMATION TECHNOLOGY



The City of
**MOUNTAIN
BROOK**
Est. 1942

[p] 205 802 3819
[f] 205 874 0619
[e] abang@mtnbrook.org
[w] www.mtnbrook.org
[a] 56 Church St. Mountain Brook, AL 35213

Avoid Malware and Scams -Always stop, look, and think before you click!

1. Don't click on suspicious e-mail attachments: Most viruses and worms arrive on your PC in the form of e-mail attachments.
2. *Be cautious of the return address: Though an e-mail message may claim it's from your bank, your ISP, or even your boss, that doesn't mean it is.*
3. *Be cautious of the message: To persuade you to launch a virus-laden mail attachment or provide your personal information, virus authors must earn your trust.*
4. *Be cautious of the link: A link in an e-mail message that claims to point to a bank (ex.) web site may not really go there.*

***** If you suspect or detect any suspicious activity please notify us immediately. *****

Surplus

Office Chairs – 4

Adjustment knobs are broken.

The library does not have a loading deck, and staff are not available to assist with moving/loading.



Seville Classics Wire shelving – 16

About 48"W, 18"D

The library does not have a loading deck, and staff are not available to assist with moving/loading.



Part of a desk – About 34"D X 41"W

Includes some metal pieces.

The library does not have a loading deck, and staff are not available to assist with moving/loading.



Pieces of metal – various sizes

The library does not have a loading deck, and staff are not available to assist with moving/loading.



Table – 1

About 28.5" tall, 59" wide, 17.5"

The library does not have a loading deck, and staff are not available to assist with moving/loading.



Miscellaneous Decorative Holder

About 17.25" at the base

The library does not have a loading deck, and staff are not available to assist with moving/loading.



Magazine Holders - 23

About 3.75" x 10" x 11.5"

The library does not have a loading deck, and staff are not available to assist with moving/loading.

