

Minutes of the Westover City Council
May 16, 2017

The regular meeting of the Council of the City of Westover, Alabama is held in the City of Westover, at 6:30 p.m. on May 16, 2017 at City Hall in Westover, Alabama. In the Clerk's absence, Cindy Riggins records the minutes.

Upon roll call, the Mayor declares a quorum present and the regular Council session is open.

In attendance are: Mayor Larry Riggins, Mayor ProTem Jeanne Champion-Fisch, and Councilmembers Susan Lane, Jay Crisman, Annette Tyler, and Wayne Jones

Absent: None

INVOCATION: The invocation is given by Rick Wright – Youth Pastor, Church at Chelsea/Westover

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance is led by Mayor Riggins.

Rick Wright reported that David Wilson, owner of the local ServPro has melanoma. Surgeons removed 99.99% of tumor. He is currently a patient at M. D. Anderson in Houston. He is up walking and walking laps around nurse's station.

COMMUNICATIONS: Mayor Riggins thanked everyone for attending. States that the Alabama League convention is May 20-23 in Birmingham.

A Fire Department Inspection will be held by the Contract company that will perform billing for service runs made by the Municipality. The Inspection will be to verify that the Fire Department has oxygen, and tools on the vehicles needed to perform job. Fire Chief Penny will be traveling to Athens for a training class to learn what is necessary for him to do to execute the terms of the contract.

Mayor Riggins received an e-mail from Wayne Barber with DeLoach, Barber and Caspers, PC regarding the 2015 City audit recently conducted. The 2015 audit is the next to last audit for the years the previous Mayor is responsible for. The previous Mayor will also be responsible for 2016 audit. Wayne Barber is the head auditor handling the City account. The email is made a part of the minutes.

Larry,

At this point, we feel we have given Mark adequate enough time to respond and sign. He has not responded with a decision on whether he will sign or not. So as long as you are okay with it, we are moving forward with putting the paragraph in the audit report saying there is a scope limitation that we couldn't get the representation letter signed. With that the audit will be complete and it will be ready for delivery. Do you want us to meet with the Council, or meet with you again before delivery? Please advise and we will go from there.

Thanks!

For the firm,

*Wayne Barber, CPA, CGFM, CFE
DeLoach, Barber and Caspers, P.C.
Phone: 205-822-6350
Fax: 205-822-1408*

There will be a Paragraph inserted in this audit that we could not get prior Mayor to sign the representation letter. Mayor Riggins consulted with Bill Justice, the attorney, and he said that it would be acceptable to have the scope limitation in the audit unless the City wanted to sell bonds.

Councilmember Wayne Jones proposes that we move ahead with 2015 audit, prepare scope and have it added to the Audit. Councilmember Annette Tyler seconds the motion. There is no discussion. Voice vote is taken and is all ayes.

READING AND APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the May 2, 2017 meeting are presented for adoption. Annette, brings to the Council's attention a change is needed to the second paragraph under Communication. Councilmember Tyler moves to adopt minutes as amended, and Councilmember Lane seconds the motion. There is no discussion on the motion. A voice vote is taken, and the minutes are approved unanimously as amended.

TREASURER'S REPORT – Mayor Riggins announces that the Treasurer's report for March has been corrected. Councilmember Jeanne Champion-Fisch states corrections have been made to the taxes and other entries. Councilmember Jeanne Champion-Fisch moves to adopt the corrected March financials. Councilmember Annette Tyler seconds. Voice vote all yeas.

REPORTS OF STANDING COMMITTEES:

A. BUSINESS DEVELOPMENT AND PUBLIC SAFETY

Councilmember Lane announces:

Smith's Farm will be opening June 10th. They will be selling Blueberries peppers and corn.

Jamie Green will be opening Pet Grooming, and located at the intersection of Old Highway 280 and Highway 51.

Public Safety Shelby County Drug Coalition Brandy Gentry will speak on the drug court program tomorrow.

Alabama Department of Transportation completed their study of a traffic light at the intersection of Highway 280 and 55. The study confirmed traffic warrants a traffic light at that intersection.

B. EDUCATION AND PUBLIC RELATIONS

Councilmember Tyler announces:

A Grant Writing class will be held tomorrow at City Hall from 12:00 to 4:00 p.m. There are nine people signed up for the class.

A South Shelby County luncheon will be held on Thursday, June 1, 2017 at 12:00.

The University of North Alabama has agreed to hold CAPZO Certification classes and Grant writing class in Westover. They are open to the public and we will be joined by people from other municipalities. Please let her or Clerk Brooks know if you plan to attend. The grant writing class is May 17th can be used to get recertification.

The South Shelby Chamber of Commerce is hosting a Shindig with Live music, Bar B Que, and Brews. Tickets are \$10 to sample all of the Bar B Que. This event will be on July 15, 2017 from 1:00 pm to 7:00 pm.

- C. SUBDIVISIONS AND ZONING – Councilmember Champion-Fisch is continuing to approve zoning applications within the city limits.
- D. PARKS AND RECREATION – Councilmember Champion-Fisch as stated in premeeting mulch will be added to playground for the summer, in time for summer reading program.
- E. LIBRARY AND SENIOR PROGRAM – Councilmember Tyler announces that on Thursday June 15, 2017, the Summer Reading Kick Off Event will be held at the City of Westover Park. The Summer Reading Program lasts for 3 weeks.

The Committee had two meetings regarding the Summer Reading Program and is working on choosing books for the participants to read. Some teachers at Chelsea Schools have offered to announce the program in their classrooms. She is excited about the involvement of the new teachers. The dates for the program are June 15th, 22nd, and 29th.
- F. ANNEXATION – Councilmember Wayne Jones – states he just recently took over this committee and is looking for committee members to help with annexation into the City.
- G. PUBLIC HEALTH – Councilmember Jay Crisman reports there is a new viral disease reported by the CDC. quick things ticks are small. Regional most of what occurs is Rocky Mountain Spotted fever. Tips to reduce risk avoid areas of high grass. Use repellent with at least 20% DET. Treat animals. Bathing and showering to check yourself. Get ticks off animals quickly. Early treatment will handle most of these. New virus in North East, not in South East at this time.

H. REPORTS OF SPECIAL COMMITTEES - None

REPORTS OF OFFICERS

1. GOVERNMENTAL UTILITIES SERVICES CORPORATION – Mayor Riggins is looking for a couple of people to participate in the committee. Any volunteers should let him know.

2. PLANNING COMMISSION – Formed committee to review Highway 280 overlay and zoning ordinances.
3. HISTORICAL AND BEAUTIFICATION BOARD – Councilmember Tyler – No report
4. ATTORNEY –Mr. Bill Justice is absent.
5. BOARD OF ZONING ADJUSTMENTS – Chair Roberta Stamp – June 1 @ 6:30 letters sent out tomorrow Posting signs May 24, hearing case for
6. WESTOVER FIRE DEPARTMENT – Chief Brent Penny – No report Absent He wanted everyone to know about the Inspection tomorrow.

Old Business:

Mayor Riggins announces that he will be contacting Ricoh to discuss a contract. He and Clerk Brooks have a meeting on May 18th with a Ricoh representative. Tyler moves to act on and lease the machine Champion Fisch 2nd. No discussion. Voice vote. All yeas.

Mayor Riggins shows two bids for the three (3) City of Westover Signs: Alphagraphics and Reliable Signs. Changing name from Town to City. Two proposes for same work, even though there is a cost difference of \$800. Vinyl applied to sign with an laminate overlay to protect from elements. Work to be done within two weeks once decision is made. Proposals good for 30 days. Expects same quality from both companies. Crisman moves to contract with Reliable to do work as soon as possible. Champion Fisch seconds. No discussion. Voice Vote, all yeas.

New Business: None

READING OF PETITIONS, APPLICATIONS, COMPLAINTS, APPEALS, COMMUNICATIONS, ETC. - None

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS None

COUNCIL COMMENTS

Jeanne Champion notes that in the back of the Council packet the building inspector's activity list is attached and is grateful that he is doing all those jobs. Mayor states it is pretty substantial revenue.

Councilmember Lane would like to manage the City Twitter account.

Councilmember Jones would like to ask for a report from the building inspector to be added to the council packet each month.

Susan Lane thanks Rick Wright for coming and doing the invocation

Wayne Jones going to Canada for training at a Clerk's conference.

Annette Tyler states that all shirts are in. Business cards in Roberta Stamps box. Name tags working on.

Mayor Pro Tem Champion-Fisch motions to adjourn. Councilmember Lane seconds the motion. There is no discussion. A voice vote is taken with all in favor, and no one is opposed. The meeting is adjourned at 7:06 pm.

Submitted by,

Mayor, Larry Riggins