

**Minutes of the Westover City Council Meeting  
August 2, 2016**

A regular session of the Mayor and City Council of the City of Westover, Alabama was held in the City of Westover, City Hall in Westover, Alabama at 6:30 p.m. on August 2, 2016, at the regular place for such sessions.

- I. Call to Order:** Upon roll call, the Mayor declares a Quorum present and the session open for transaction of business.
- II. Roll Call: In attendance are:** Mayor McLaughlin, Councilors; Riggins, Tyler, Champion-Fisch, Ingle and Crisman.
- III. Invocation:** Councilor Crisman, followed by the Pledge of Allegiance.
- IV. Communications:**
  - A.** Mayor McLaughlin recognizes the recent deaths of individuals associated with the City and is joined by all present in a moment of silence.
  - B.** The Mayor announces the upcoming mayoral forum to be held August 11, 2016 at the ServPro training facility at 6:15 p.m.
- V. Reading and approval of the minutes.**
  - A. Motion to approve the minutes from the July 19, 2016 pre-meeting of the Westover City Council –** Motion by Councilor Champion-Fisch, 2<sup>nd</sup> by Councilor Tyler. **Vote; all in favor. Motion passes.**
  - B. Motion to amend the minutes from the July 19, 2016 meeting of the Westover City Council to include the body of the anonymous letter read by the mayor within the communications portion of the minutes and re-present the amended minutes at the next meeting for approval –** Motion by Councilor Riggins, 2<sup>nd</sup> by Councilor Tyler. **Vote; all in favor. Motion passes.**
- VI. Treasurer’s Report:** Clerk Mallory; the July financial report will be presented to the Mayor and Council at the second meeting in August.
  - A. Motion to adopt the June 2016 financial report as presented –** Motion by Councilor Riggins, 2<sup>nd</sup> by Councilor Champion-Fisch. **Vote; all in favor. Motion passes.**
  - B.** Councilor Champion-Fisch requests that the balances for all City accounts be added to the monthly treasurer’s report.
- VII. Reports of Standing Committees:**

- A. **Annexation and Development:** Councilor Riggins; None.
- B. **Education and Public Relations:** Councilor Tyler; Recognizes the speaker from the State department who spoke to the Senior Program regarding disabilities and provided to kits to the attendees. She will return in the future. The reading club is starting a new book and anyone interested should speak to Councilor Tyler.
- C. **Subdivisions and Zoning:** Councilor Champion-Fisch; Continue to approve zoning applications within the City of Westover.
- D. **Parks and Recreation:** Councilor Campion-Fisch; None.
- E. **Library:** Councilor Tyler; None.
- F. **Public Safety:** Councilor Ingle; PSP members are grieving the loss of Wilson Johnson, an active member of the PSP program and the City.
- G. **Public Health:** Councilor Crisman; Provides an update on the Zika virus including notice that there have been 15 confirmed cases in Alabama and that the state has received a \$4000. grant to establish a monitoring system that detects this virus.

**VIII. Reports of Special Committees:**

- A. **Nuisance Abatement Committee:** Councilor Ingle; None.

**IX. Reports of Officers:**

- A. **Governmental Utilities Services Corporation:** Councilor Riggins; Will soon be posting notice of the upcoming meeting which should take place in September.
- B. **Planning Commission:** Chairman Wiggins: The Planning Commission has been busy and he is proud of what they have been doing.
  1. Thanks 280 Animal Medical Center and SuperiorScape whose donations have allowed the Commission to purchase the American flags for the 280 corridor.
  2. The Commission is in the process of creating schedule for mowing and maintenance in the median for the flags.
  3. The Commission is working on the 1<sup>st</sup> Annual Westover Monster Run to be held October 29, 2016. Participants can run, walk or crawl. The Commission is requesting that the Council provide them with \$500

upfront allowance in order to purchase supplies for the run. The money would be reimbursed after the run.

4. The Commission has invited a speaker on Active Shooting to do a presentation in Westover. More details will be provided as they come available.
5. The Commission is planning a memorial walk in the Westover Park. People will be able to purchase an engraved brick in memory of a loved one and a walk will be formed with the bricks. More details will be provided as they develop.
6. The Commission requests the Council approve at \$3,500.00 budget for next year.

The Clerk will email a list of all that the Chairman has discussed to the Mayor and Council.

- C. Historical and Beautification Board:** Councilor Tyler; None.
- D. City Attorney:** Mr. Frank C. Ellis, Jr.; Absent.
- E. Board of Zoning Adjustments:** Chairman Stamp; Introduces Ed Stowell who is up for approval as a new member of the BZA.
- F. City of Westover Fire Department:** Chief Micah Woodley; Absent.

**X. Old Business:**

- A. Regarding InSite Engineering's approval of the Wiregrass Invoice:**
  1. Keith Hager (standing in for the City engineer) answers questions and engages in discussions regarding the invoice.
  2. **Motion to pay the Wiregrass invoice** – Motion by Councilor Riggins, 2<sup>nd</sup> by Councilor Crisman. **Vote; all in favor. Motion passes.**
  3. Hager will contact both contractors (Stevens and Embassy) via email and hard mail requesting a timeline and additional information with a seven calendar day response time required. The engineer will bring the response information to the next Council meeting.
  4. Discussion regarding the possible violation of subdivision regulations regarding sidewalks. The Mayor will notify the Planning Commission of matters regarding this discussion.
- B. Mayor McLaughlin recognizes Westover's recent high school graduates.**

**XI. New Business:** None.

**XII. Reading of petitions, application, complaints, appeals, communications, etc.:**

Updates on annexation petitions for Birdwell, Brooks, Bright, Chappell, Motes, Bradford, Pederson, Wilkinson, Williams, Hunter, Hanson, Duke, Cooper, Feller and Kelley.

**XIII. Resolutions, Ordinances, Orders and Other Business:**

**A.** The Mayor requests, and receives, a first reading of the Resolution Appointing Poll Workers. The date on the Resolution will be amended to note that poll worker training is Thursday, August 11, 2016.

1. **Motion to adopt the Resolution Appointing Poll Workers -** Motion by Councilor Riggins, 2<sup>nd</sup> by Councilor Tyler. **Vote; all in favor. Motion passes.**

**B.** **Mayoral Certification Letter for Susan Lane** – read by Clerk Mallory.

**C.** **Mayoral Certification Letter for James Crisman** – read by Clerk Mallory.

**D.** **Certificate of Election for Susan Lane** – read by Clerk Mallory.

1. **Motion to accept the Election of Susan Lane** – Motion by Councilor Tyler, 2<sup>nd</sup> by Councilor Riggins. **Vote; all in favor. Motion passes.**

**E.** **Certificate of Election for James Crisman** – read by Clerk Mallory.

1. **Motion to accept the Election of James Crisman** – Motion by Councilor Riggins, 2<sup>nd</sup> by Councilor Ingle. Discussion: Mayor McLaughlin asks all Councilors to stay after the meeting adjourns to sign the Certificates for both James Crisman and Susan Lane. **Vote; all in favor. Motion passes.**

**F.** **Resolution of Election without Opposition for Susan Lane** – read by Clerk Mallory.

1. **Motion that the Resolution of Election without Opposition for both Susan Lane and James Crisman be adopted** – Motion by Councilor Riggins, 2<sup>nd</sup> by Councilor Ingle. **Vote; all in favor. Motion passes.**

**G.** Board of Zoning Adjustments Appointment:

1. **Motion to appoint Mr. Ed Stowell to the Board of Zoning Adjustments** – Motion by Councilor Champion-Fisch, 2<sup>nd</sup> by Councilor Riggins. **Roll call vote; all in favor. Motion passes.**

**XIV. Council Comments:**

- A.** Councilor Riggins congratulates Councilor Crisman and Commissioner Lane on their new positions as City Councilors and thanks Councilor Ingle for his contribution to public safety in Westover, Councilor Tyler for her contributions to the City, Councilor Crisman for his contributions to public health and Councilor Champion-Fisch for her work on the parks and the storm shelter.

- XV. Motion to Adjourn – Motion by Councilor Champion-Fisch, 2<sup>nd</sup> by Councilor Tyler. Vote; All in Favor. Motion passes. 7:38 p.m.**

**Submitted by:**

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**Marie M. Mallory, City Clerk / Treasurer**

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**Mark McLaughlin, Mayor**