

**Westover City Council
MINUTES
December 1, 2020**

The meeting of the Council of the City of Westover, Alabama was held in the City Hall in Westover, Alabama at 6:30 p.m. on December 1, 2020.

Call To Order

Mayor Riggins called the meeting to order.

Roll Call – Mayor Riggins

Upon roll call, the Mayor declared a quorum present and the regular session opened for transaction of business.

In Attendance were: Mayor Riggins, Councilmembers Roberta Stamp, Annette Tyler, Wayne Jones, Susan Lane

Absent: Councilmember Jay Crisman

Invocation: The invocation was given by Mayor Riggins.

Pledge of Allegiance: The Pledge was led by Mayor Riggins.

COMMUNICATIONS

2020 Westover Christmas Parade – Grand Marshall Annette Tyler. Banners displayed on roads and messages are posted on social media such as Facebook and our website so please share this information. We will award prizes as advertised and discussed. Kool Radio will be in front of city hall and will read line up of parade.

READING AND APPROVAL OF MINUTES OF PREVIOUS MEETING

The November 17, 2020, meeting minutes were presented.

A motion was made by Councilmember Roberta Stamp to adopt the minutes of November 17, 2020 as presented.

A second was made by Councilmember Susan Lane.

The minutes of November 17, 2020 were adopted unanimously as presented.

TREASURER'S REPORT

No Report. We are still in the process of entering the new budget into our system. We will present at our next meeting.

REPORTS OF STANDING COMMITTEES:

A. BUSINESS DEVELOPMENT/PUBLIC SAFETY - Councilmember Susan Lane

Business Development - The Westover Business Alliance Advisory Board is currently working on plans for 2021. Also updating the email list, locations, speakers and possibly a newsletter.

"Keep it Local, it Matters"

Public Safety

TOP 10 HOLIDAY CYBERSECURITY ALERT TIPS

1. Keep all devices up-to-date with basic security measures.
2. Only connect to known WI-FI networks.
3. Use strong and unique passwords.
4. Be safe on all social media.
5. Keep an eye on your bank accounts
6. Be careful with messages regarding shipping changes.
7. Watch out for holiday greeting cards that may not be the sender you think.
8. Keep devices in view throughout the course of all holiday travel.
9. Pay close attention to the websites you visit and shop on.
10. Be wary of ads, giveaways, and contest.

Thank you to The Shelby County Sheriff's office for all their support!!

B. EDUCATION/PUBLIC RELATIONS – Councilmember Annette Tyler

Education – CAPZO zoom classes for recertification are available. None of our CAPZO people will need this until March 2021.

Public Relations – The Shelby County Chamber of Commerce has E-Business connection online. Governor Kay Ivey has announced "Revive Plus" designed to support small businesses and non-profit based organizations. This will grant up to \$20,000.00 for organizations with 50 or less employees and have had to reduce number of employees due to COVID 19.

2020 Diamond Rewards – The Shelby County Chamber of Commerce gave out awards for Citizen of The Year, Non-Profit of The Year and Public Servant of The Year. Also, the Chamber has elected 3 or 4 more new Board of Directors. The Chamber has a lot of plans for 2021.

C. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler

Library – There will be a Zoom meeting tomorrow for the Shelby County Directors of Libraries and will get an update.

Senior Program – No Report

D. ANNEXATION AND ZONING – Councilmember Wayne Jones

Annexation – No Report

Zoning - Currently working with Mr. Eddleman regarding Pine Mountain and are submitting their documents. Mayor working with Mr. Eddleman on several different items at this time. Mr. Eddleman will present at a future meeting.

E. PUBLIC HEALTH & SAFETY - Councilmember Dr. Jay Crisman - Absent

F. SUBDIVISIONS & ECONOMIC DEVELOPMENT - Councilmember Roberta Stamp
No Report

REPORTS OF SPECIAL COMMITTEES

2020 Census Liaison – Roberta Stamp – The Census Group has a deadline of December 31st, 2020, to present final numbers to the President.

REPORTS OF OFFICERS

- Governmental Utilities Services Corporation - Councilmember Annette Tyler
No Report
- Planning Commission – Chairman Randy Wiggins – Absent
Councilmember Wayne Jones reported that the Planning Commission was presented with the Preliminary Map First Sector of Pine Mountain, he pointed out. The Yellow sections/lots on the new maps are the main concern at the moment, this is the first part they want to begin building. There will be cross walks and intersections. Also, there is a commercial area that will be built at a later date.
The Subdivision Regulations are being revised.
- Attorney – Mr. William Justice – Absent
Mayor Riggins, Attorney Bill Justice, Pastor of Mtn. Tabor Church and their Board of Trustees will be meeting Thursday, December 3, 2020. This meeting is to sign documents and close on the donation of the church and property being donated to the City of Westover.

- Board of Zoning Adjustments - Chairman Stephen Floyd - Absent
- Westover Fire Department - Chief Micah Woodley - Absent
Mayor Riggins reported Chief Woodley has sent \$27,000.00 in reimbursements to State of Alabama that is COVID related. We have written checks in the amount of 24,000.00 and should be reimbursed before we receive the other billings.

OLD BUSINESS:

Computer Server Installation – Waiting on IT to migrate our email from WebN8 and hopefully will be accomplished by the end of this week.

NEW BUSINESS:

Fire Chief Appointment – Mayor Riggins explained that the Fire Chief is an officer defined by the State Code and in his position, cannot exceed the term of the Mayor and City Council. The Resolution to re-appoint will be read.

Public Safety Inspector Appointment – Mayor Riggins reported that Walter Bradford, current Public Safety Inspector needs to be appointed for another term and is a Director reporting to the Administrator. A Resolution to re-appoint will be read.

Part Time Clerk – Cashier/Planning Zoning Clerk Hiring – Mayor Riggins explained the need for this new position. The Auditors recommend having a second person to open mail and reconcile bank statements. It would give City Clerk relief from the Planning Commission cases, Zoning and the Pine Mountain Preserve bookkeeping. The record keeping for Pine Mountain will be needed. Mayor would like to begin the interviewing process and report back to the City Council for their input before hiring.

A motion was made by Councilmember Susan Lane to give Mayor authority to begin the interview process to hire a Part Time Cashier/Planning/Zoning Clerk.

A second was made by Councilmember Annette Tyler.

The motion for Mayor Riggins to begin the interview process for part-time Cashier/Planning/Zoning clerk was passed unanimously.

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

MOTIONS, RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS:
Clerk Meacham read Resolution #2020-12-01-2054, Resolution Appointing Fire Chief

A motion was made by Councilmember Annette Tyler to adopt Resolution #2020-12-01-2054 to appoint Micah Woodley as the Fire Chief for the City of Westover through 2024.

A second was made by Councilmember Wayne Jones.

Motion to adopt Resolution #2020-12-01-2054 to appoint Micah Woodley, as Fire Chief for the City of Westover was passed unanimously.

Clerk Meacham read Resolution #2020-12-01-2055 Resolution Appointing Westover Public Safety Inspector.

A motion was made by Councilmember Roberta Stamp to adopt Resolution #2020-12-01-2055 to appoint Walter Bradford as Westover Public Safety Inspector for the City of Westover through 2024.

A second was made by Councilmember Wayne Jones.

Motion to adopt Resolution #2020-12-01-2055 to appoint Walter Bradford as the Public Safety Inspector for the City of Westover was passed unanimously.

COUNCIL COMMENTS

Councilmember Wayne Jones thanked Mayor Riggins for all his hard work that is above and beyond his title. Clerk Meacham mentioned that Mayor Riggins helps a lot with City Hall operations.

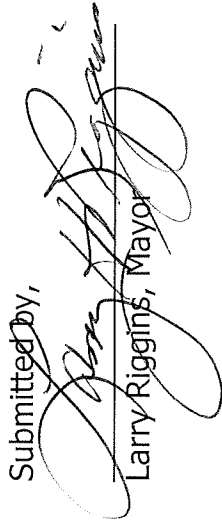
ADJOURNMENT:

Motion was made by Councilmember Wayne Jones to adjourn.

A second was made by Councilmember Annette Tyler.

Motion passed and meeting was adjourned at 6:58 P.M.

Submitted by,


Larry Riggins, Mayor


Bonnie Meacham, City Clerk - Treasurer

Westover City Council
MINUTES
December 15, 2020

The meeting of the Council of the City of Westover, Alabama was held in the City Hall in Westover, Alabama at 6:30 p.m. on December 15, 2020.

Call To Order

Mayor Riggins called the meeting to order.

Roll Call – Mayor Riggins

Upon roll call, the Mayor declared a quorum present and the regular session opened for transaction of business.

In Attendance were: Mayor Riggins, Councilmembers Roberta Stamp, Annette Tyler, Wayne Jones

Absent: Councilmembers Susan Lane and Dr. Jay Crisman

Invocation: The invocation was given by Ed Stowell.

Pledge of Allegiance: The Pledge was led by Mayor Riggins.

COMMUNICATIONS

2020 Westover Christmas Parade Recap – The Westover Christmas Parade had more attendees and parade entries compared to last year. Next year we make sure we have a restroom available at Mt. Tabor and provide a PA system for Kool Radio.

We were proud of have Councilmember Annette Tyler, founder of our Westover Christmas Parade, as our Grand Marshall this year. We will present Annette Tyler with a gift of appreciation after our meeting tonight.

Thank you to our Fire Chief, Fire Department, Shelby County Sheriff's Department, Councilmember Roberta Stamp, Councilmember Wayne Jones and Planning Commission Chair Randy Wiggins for helping with the parade.

Mayor Riggins announced for the record the City of Westover is the new owner of Mt. Tabor Methodist Church. The Cemetery and Parsonage will remain with the Mt. Tabor Cemetery Association and the Parsonage will be used for rental to provide upkeep of the Mt. Tabor cemetery. The City of Westover has received the deed to Mt. Tabor Methodist Church.

Walter Bradford, Safety Inspector, Fire Chief Woodley, Councilmember Wayne Jones and Mayor Riggins met for a safety inspection of the church today. Work will need to

be done. Meetings and Public meetings will be held in the sanctuary and fellowship hall areas.

The Planning Commission and Board of Zoning will be able to have meetings with more space for citizens and abide by the social distancing requirements.

Mayor Riggins reported that Mt. Tabor Church is insured. The tax appraisal map stated \$425,000.00. Our insurance company stated \$830,000.00 to replace the commercial building. We have insured the building at 80% of the replacement value.

Mayor Riggins reported that Contractors are being contacted to submit bids for reconstruction of the Old Volunteer Fire Department building. The Westover Fire Department's current rental lease will expire June 20, 2023.

READING AND APPROVAL OF MINUTES OF PREVIOUS MEETING

The December 1, 2020, meeting minutes were presented.

A motion was made by Councilmember Annette Tyler to adopt the minutes of December 1, 2020 as presented.

A second was made by Councilmember Wayne Jones.

The minutes of December 1, 2020 were adopted unanimously as presented.

TREASURER'S REPORT

The Year-To-Date Treasurer's Report through October 2020 reviewed in pre-meeting.

The Year-To-Date thru October 2020 Treasurer's Report will be presented at our next meeting for approval.

REPORTS OF STANDING COMMITTEES:

A. BUSINESS DEVELOPMENT/PUBLIC SAFETY - Councilmember Susan Lane - Absent

Business Development – No Report

Public Safety – No Report

B. EDUCATION/PUBLIC RELATIONS – Councilmember Annette Tyler

Education – CAPZO Zoom Classes – Contact Lavonne Gatlin at (256) 765-4787 or email: lgatlin@una.edu

Public Relations – The Shelby County Chamber of Commerce is offering E-Business Connections go to website for more information.
2021 Shelby County Business Outlook Survey
AIDT Leadership Skills Training offered for Spring 2021

C. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler

Library – There will be IT changes with the Shelby County Libraries and the changes will be approved by the Library Board. These changes will provide virtual instead of having WIFI.

Senior Program – No Report

D. ANNEXATION AND ZONING – Councilmember Wayne Jones

Annexation – Councilmember Wayne Jones reported the Planning Commission have request for property rezoning, temporary usage of a camper and a mobile home request.

Zoning – Councilmember Wayne Jones disapproved a request on a foundation plan for a parcel lot and will consider approving until after meeting with the Builder.

E. PUBLIC HEALTH & SAFETY - Councilmember Dr. Jay Crisman – Absent

Public Health – No Report

Safety – No Report

F. SUBDIVISIONS & ECONOMIC DEVELOPMENT - Councilmember Roberta Stamp
No Report

REPORTS OF SPECIAL COMMITTEES

2020 Census Liaison – Roberta Stamp – No Report

REPORTS OF OFFICERS

- Governmental Utilities Services Corporation - Councilmember Annette Tyler – No Report
- Planning Commission – Chairman Randy Wiggins Absent
Mayor Riggins reported Yellowleaf Farms submitted a preliminary plat. Jerry South, Engineer, Chief Woodley and Mayor Riggins met. Jerry South, Engineer, provided a repair list for the streets.

Attorney – Mr. William Justice – Absent

- Board of Zoning Adjustments - Chairman Stephen Floyd - Absent
- Westover Fire Department - Chief Micah Woodley reported the following:

November Calls:

31 Calls (2 House Fires)
1 Car Fire
3 Brush Fires
15 EMS Calls
3 Motor Vehicle Calls
3 Public Assists
2 Tree(s) Down
1 Fire Alarm
1 Co2

December Calls 13

1 House Call
11 EMS Calls
1 Motor Vehicle

Year-To-Date Total: 317 Calls

COVID Purchases:

Purchased \$100,585.39 in COVID Response Equipment

Received \$27,624.88 already in reimbursement from CARES

Initiating invoices for remaining \$72,96.51 to pay and turn in for reimbursement

Purchased \$5,136.70 in Technical Rescue equipment – Thanks to a \$5000.00 Grant from CSX.

Purchased \$1,449.12 in Technology Improvements – Thanks to a \$2000.00 Grant from FM Global. Additional \$719.98 left to spend on I-Pad upgrades.

Total Grants for Calendar 2020 Awarded - \$112,985.39.

Expenses: \$113,271.96

(\$67,031.25 Still In Review)

OLD BUSINESS:

Computer Server Installation – Mayor Riggins reported the migration email is awaiting assistance with our current provider WebN8. It In A Box will manage our email and our website.

Part-Time Clerk Hiring – Mayor Riggins will begin the hiring process in the next few weeks. The job has not been advertised at this time.

NEW BUSINESS:

Mount Tabor Church Building Usage Agreement was presented.

A motion was made by Councilmember Annette Tyler to adopt the Mt. Tabor Church Building Agreement.

A second was made by Councilmember Roberta Stamp.

The motion to adopt the Mt. Tabor Church Building Usage Agreement was passed unanimously.

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

MOTIONS, RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS:
None

COUNCIL COMMENTS

Councilmember Roberta Stamp wished everyone a Merry Christmas.
Mayor Riggins wished everyone a Merry Christmas.

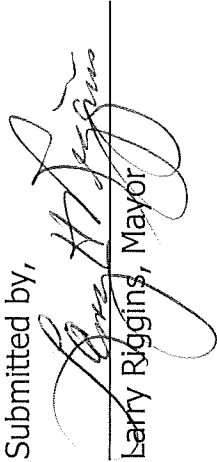
ADJOURNMENT:

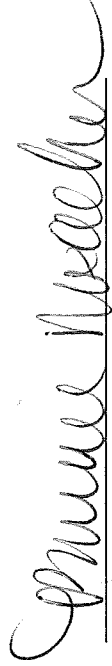
A motion was made by Councilmember Roberta Stamp to adjourn the meeting.

A second was made by Councilmember Wayne Jones.

Motion passed and meeting was adjourned at 7:11 P.M.

Submitted by,


Larry Riggins, Mayor


Bonnie Meacham, City Clerk - Treasurer