

Westover City Council
MINUTES
January 5, 2021

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 January 5, 2021.

Call To Order

Mayor Riggins called the meeting to order.

Roll Call – Clerk Meacham

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, Susan Lane, Wayne Jones and Dr. Jay Crisman

Absent: None

Invocation: The invocation was given by Ed Stowell.

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

COMMUNICATIONS

Mayor Riggins welcomed everyone to our first 2021 meeting and wished everyone a Happy New Year.

Mayor reported he had an interview on an update of the Pine Mountain Preserve project with the Shelby County Reporter and was also presented to the Planning Commission. Mayor Riggins will refer inquiries to Eddleman Properties and to Will & Doug Eddleman for more information.

Mayor Riggins had an Engineering Company contact him and are looking to purchase property on Hwy 51 for a subdivision and will set up a pre-meeting and Roberta Stamp will attend this meeting as the Subdivision Chair.

READING AND APPROVAL OF MINUTES OF PREVIOUS MEETING

The December 15, 2020, meeting minutes were presented.

A motion was made by Councilmember Roberta Stamp to adopt the minutes of December 15, 2020 as presented.

A second was made by Councilmember Annette Tyler.

The minutes of December 15, 2020 were adopted unanimously as presented.

TREASURER'S REPORT

The Year-To-Date Treasurer's Report October through November 2020 was presented as adoption.

A motion was made by Councilmember Susan Lane to adopt the Year-to-date Treasurer's Report October through November 2020

A second was made by Councilmember Annette Tyler.

The Treasurer's Report October through November 2020 was adopted unanimously.

REPORTS OF STANDING COMMITTEES:

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

Business Development –

The Westover Business Alliance has updated the email list, if you would like to be added email myself or Dr. Crisman. The Westover Business Alliance will conduct the Luncheon on Thursday, January 28th via Facebook Live 12:00 Noon – 1:00 p.m. so grab your lunch and make plans to join us on Facebook. The keynote speaker will be Noelle Levenson with Colonial Life.

Friendly Reminder: The Westover Business Alliance has a Facebook page please like the page and invite your friends to like our page.

"Keep it Local, it Matters"

Public Safety

The Shelby County Sheriff's Office wants to remind citizens they have a new business telephone number. The new telephone number is (205) 670-6000. This new phone number will utilize an automated system which will allow citizens to direct dial different divisions of the Sheriff's Office for non-emergency and business related inquiries. The Shelby County Sheriff's Office encourages everyone to continue to dial 9-1-1 for all emergency related calls for service.

The CSX Railroad wants me to remind citizens it's illegal to take photographs on Railroad tracks, no photo is worth it.

On behalf of The Westover Business Alliance, Business Development and Public Safety Happy New Year!!

B. EDUCATION/PUBLIC RELATIONS – Councilmember Annette Tyler

Education – NO Report

Public Relations – 2021 Shelby County Chamber of Commerce Business Plan approved by Board of Directors. To read this report go to the Shelby County Chamber of Commerce website.

The Shelby County Chamber of Commerce is offering E-Business Connections. Go to website for more information.

AIDT Leadership Skills Training will be offered in the Spring of 2021.

C. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler

Library – All Library meetings are continuing to be via Zoom.

Senior Program – No Report

D. ANNEXATION AND ZONING – Councilmember Wayne Jones

Annexation – No Report

Zoning – NO Report

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

Public Health – COVID vaccine has been released. COVID cases are at the highest point at this time. Everyone needs to protect themselves and others by abiding by the COVID rules of wearing a mask, wash your hand and social distancing.

Vaccine – Dr. Crisman is impressed with the vaccine. There is a lot of false information especially on face book.

The COVID does not contain the actual COVID virus. The COVID vaccine will be given to high-risk patients first. No side effects has been reported.

Safety – Follow the COVID rule protocol by washing your hands, wearing mask and social distance.

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

REPORTS OF OFFICERS

- Governmental Utilities Services Corporation - Councilmember Annette Tyler – No Report
- Planning Commission – Chairman Ed Stowell
Ed Stowell is the new 2021 Chair for Planning Commission and reported a Subdivision Regulations Work Session will be held on Tuesday, January 12th at 6:00 p.m. at Mt. Tabor.

Attorney – Mr. William Justice – Absent

Mayor stated he will be getting contract with Mt Tabor. Signed Document from Mt Tabor board to Justice.

- Board of Zoning Adjustments - Chairman Stephen Floyd – Absent
- Westover Fire Department - Chief Micah Woodley distributed handouts regarding Personal Protective and Safety Equipment purchase proposal, FEMA Assistance to Firefighters Grant FY 2020 detail sheet and 2020 Call Types and Statistics.

A handout was distributed with the details of all 2020 Fire Department calls.

OLD BUSINESS:

Computer Server Installation Status – Doing email migration and ready to set up on our server here a City Hall. VC3 will be able to handle repairs on our server.

Mayor Riggins will be meeting tomorrow with Vc3, Chief Woodley and Walter Bradford, Building Inspector. We will all have the same email addresses.

Part-Time Clerk Hiring – Mayor is in the process of doing job descriptions/duties by comparing with other City Clerks. Walter Bradford will place the job opening on INDEED.com and will be posted on our City Website. The interviewing process will begin within the next few weeks.

NEW BUSINESS:

The Human Trafficking Month in Westover Proclamation has been signed by the Mayor but the Council does not have to approve. This Proclamation will be every year. Included into these minutes.

A motion was made by Councilmember Susan Lane to adopt Human Trafficking Proclamation for the City of Westover.

A second was made by Councilmember Jay Crisman.

Adoption was unanimously for the Human Trafficking Westover Proclamation and to be a part of these minutes.

2021 Severe Weather Preparedness (Resolution to follow) Sales Tax is different than the year-by-year adoption. This one will automatically renew each year beginning with last Friday, January 29th, 2021. We will notify them of the renewal each year.

A motion to adopt was made by Councilmember Susan Lane to adopt the 2021 Severe Weather Preparedness Sales Tax Holiday with an automatic renewal each year.

A second was made by Councilmember Roberta Stamp.

Chief Woodley presented a request for Personal and Safety Equipment and to authorize Chief Woodley to make decisions of the ordering of this equipment and as discussed in pre-meeting to make a seven (7) year finance plan with the City of Westover making approximately \$10,000.00 down payment to have the payments approximately \$10,000.00 annually.

A motion was made by Councilmember Annette Tyler to approve this request from Chief Woodley.

A second was made by Councilmember Susan Lane.

Motion was adopted unanimously on this request and Chief to begin process of details and exact amounts as listed.

Chief Woodley requested to declare four Fire Department vehicles as salvage vehicles.

A motion was made by Councilmember Annette Tyler to declare all four vehicles as salvage and to give Chief Woodley authority to proceed with the sale of the Westover Fire Department's four salvage vehicles.

A second was made by Councilmember Susan Lane.

A motion was made to declare the four vehicles surplus and sell them was adopted unanimously.

The 2020 Rebuild Alabama Annual Transportation Plan Report was read into the minutes. We received 28,000.00 from Rebuild Alabama spent \$18,000.00 on April Lane to meet requirements to spend at least 50% of State Funds.

Mayor Riggins stated we have already adopted 2021 Rebuild Alabama Plan and it is posted on our website and available in the office.

A Letter from Jerry South was drafted for the City to send to the State of Alabama to report the income for the plan.

A motion was made by Roberta Stamp to adopt the State Annual Rebuild Alabama Transportation Report.

A second was made by Annette Tyler.

The 2020 Rebuild Alabama Annual Transportation Plan was adopted unanimously.

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

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

COUNCIL COMMENTS

Councilmember Dr. Crisman reminded everyone to check out the Westover Business Alliance face book page and share the next meeting to be held January 28th, 2020 from 12:00 Noon – 1:00 p.m. via Live on Facebook. Also, thanked Chief Woodley for taking care of our firefighters by providing the safest protection and equipment necessities.

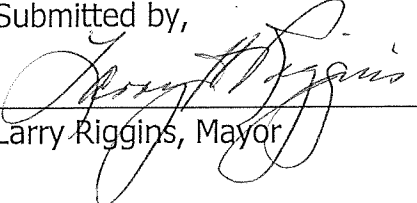
ADJOURNMENT:

A motion was made by Councilmember Annette Tyler to adjourn the meeting.

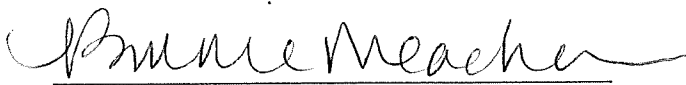
A second was made by Councilmember Susan Lane.

Motion passed and meeting was adjourned at 7:14 P.M.

Submitted by,



Larry Riggins, Mayor



Bonnie Meacham, City Clerk - Treasurer

Westover City Council
MINUTES
January 19, 2021

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 January 19, 2021.

Call To Order

Mayor Riggins called the meeting to order.

Roll Call – Clerk Meacham

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 Dr. Crisman

Invocation: The invocation was given by Ed Stowell.

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

COMMUNICATIONS

Mayor Riggins reported the interview process began today for the part-time Planning Commission & Zoning Clerk position. The Mayor and City Clerk had the first interview this morning and it went well. We have other interviews set up this week. Hopefully, we will be able to present a decision at the next City Council meeting.

The Planning Commission had a Subdivision Regulations work session at Mt. Tabor. It was comfortable and we were able to social distance to meet the COVID regulations. Chair Ed Stowell did a fantastic job reviewing the Subdivision Regulations with the Commissioners. The Subdivision Regulations have amendments and should be ready to present in a Public Hearing within the next 30 days.

Mayor Riggins reported meeting with an Architect and two Builders on the Fire Station renovations and additions across the street. He had spoken with Chief Woodley regarding getting extra help like contract workers to begin cleaning out old fire station again and getting another dumpster. Right now we have two or three lawn maintenance guys that are willing to help due to their work is slow this time of the year.

READING AND APPROVAL OF MINUTES OF PREVIOUS MEETING

The January 5, 2021, meeting minutes were presented.

A motion was made by Councilmember Annette Tyler to adopt the minutes of January 5, 2021, as presented.

A second was made by Councilmember Susan Lane.

The minutes of January 5, 2021, were adopted unanimously as presented.

TREASURER’S REPORT

The December 2020 Treasurer’s Report was reviewed and discussed in the pre-meeting. Will delay approval until next meeting.

REPORTS OF STANDING COMMITTEES:

- A. BUSINESS DEVELOPMENT/PUBLIC SAFETY - Councilmember Susan Lane
 The Westover Business Alliance meeting will be held Thursday, January 28, 2021 from 12:00 Noon – 1:00 p.m. via Facebook Live, grab your lunch and join us. We will have random drawings throughout the meeting when you join Facebook live drop your name in the comments. Our keynote speaker is Noelle Hardy, Agency Manager with the Burriss Group in Homewood and partner with Colonial Life Insurance Company.

Do not forget to like and share, "The Westover Business Alliance Facebook page!"

"Kings Home Cupids" will begin decorating mailboxes January 20th, register at www.kingshome.com/show-your-love for your beautiful mailbox bow and sign. Show your Love this Valentine's Day and bless the ministry of King's Home at the same time! ❤️ You can find this information on my Facebook page please like and share.

"Keep it Local, it Matters"

PUBLIC SAFETY

The Shelby County Sheriff's Office wants me to remind citizens:

"Hide it, Lock it, Keep it"

The CSX Railroad wants me to remind citizens please do not go around the crossing gates when down and stop when the crossing signals are on.

B. EDUCATION/PUBLIC RELATIONS – Councilmember Annette Tyler

Education – Lavonne Gatlin CAPZO has recertification dates and Councilmember Tyler looking at possibly March 2021 to recertify or new certification. Via Zoom

Public Relations – Alabama Industrial Training online Feb March April 2021.

C. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler

Library – No Report

Senior Program – No Report

D. ANNEXATION AND ZONING – Councilmember Wayne Jones

Annexation – No Report

Zoning – One application for the property (new residence) for Ray Franklin Resident on Rose Drive.

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

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

REPORTS OF OFFICERS

- Governmental Utilities Services Corporation - Councilmember Annette Tyler
No Report
- Planning Commission – Chairman Ed Stowell – Commission will meet next Tuesday and Feb (post notices before Public Meeting for Sub Regs finalization)
- City Attorney – Attorney William Justice – Absent
- Board of Zoning Adjustments – Chair Stephen Floyd – Absent

- Westover Fire Department – Chief Woodley
 13 Calls YTD
 House Fire – 1 (Harpersville)
 Brush Fire - 1
 EMS Compliant – 9
 Vehicle Accident – 2 (1 Fatality)

FEMA grants will be submitted this upcoming week if the Council approves funding matches up to \$48,500.00.

Still waiting on a transfer date from Vestavia Fire on the 1996 fire truck.

December reimbursement from the State of Alabama for \$72,960.51 still has not posted on their CARES Act expenditures website.

Surplus Sale of the 2002 Tahoe will begin this week, sale of the Volunteer Ambulance will begin as soon as the title is received from the State (late January/early February), sale of the 1994 Spartan fire engine is planned for early February, sale of the Volunteer engine is on hold due to federal grant requirements for surplus after award, if the pumper grant is awarded (expected sale in June/July 2021).

OLD BUSINESS:

Part Time Clerk Interview process began today and have two more scheduled this week. Hopefully, will have a decision to present next week. The pay range is \$12.00 - \$14.00 and plan to start this person at \$13.00 of \$13.50 and after 90 days probation may increase. The hours will be approximately 20 hours per week and will support the Planning Commission.

NEW BUSINESS:

Fire Department FEMA Grant Application presented in the pre-meeting by Chief Micah Woodley

A motion to approve Fire Department FEMA Grant Application by Councilmember Susan Lane.

A second was made by Councilmember Annette Tyler.

The Fire Department FEMA Grant Application was approved unanimously.

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

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

COUNCIL COMMENTS

A tentative date has been set for Coffee with the Mayor on Tuesday, June 8, 2021 and will be held Mt. Tabor. This is tentative due to the COVID regulations.

Councilmember Roberta Stamp reported that the Census numbers are to be presented to the President by March 2021.

ADJOURNMENT:

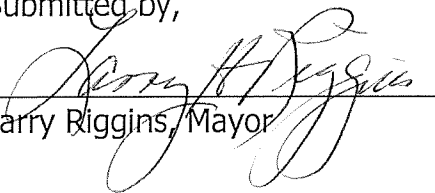
A motion was made by Councilmember Annette Tyler to adjourn.

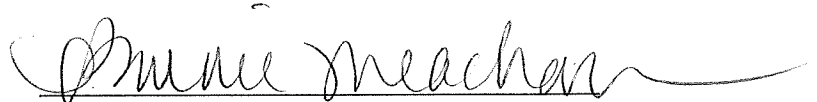
A second was made by Councilmember Susan Lane.

Adjournment was approved unanimously.

Motion passed and meeting was adjourned at 6:50 P.M.

Submitted by,


Larry Riggins, Mayor


Bonnie Meacham, City Clerk - Treasurer