

## MINUTES

July 7, 2009

### The Regular Meeting of the Satsuma City Council

The City Council of the City of Satsuma, Alabama, convened in the regular public session at City Hall in said city at 7:00 p.m. the 7th day of July 2009.

Mayor Stewart gave the invocation

Pledge of Allegiance was led by Councilmember Black.

On roll call, the following answered present:

Mayor	William F. Stewart, III
Council Members	Billy Jackson
	Pamela B. O’Gwynn
	Pratt Monk
	Tom Williams
	Bill Black

Vicki Miller, City Clerk; Jay Minus, City Attorney; Tom Briand, Building Inspector; James Elmore, Public Works Supervisor; and Lt. Jana Dukes, Police Department were present. A quorum was present and Mayor Stewart opened the meeting for the transaction of business.

A pre-council meeting was held prior to the regular meeting and Mayor Stewart discussed with Council agenda items coming before Council.

Mayor Stewart presented the minutes of the regular meeting of June 16, 2009 for approval. Councilmember Jackson made a motion to adopt the minutes as presented. Councilmember O’Gwynn seconded the motion and it carried.

Mayor Stewart presented the minutes of the workshop session of June 29, 2009 for approval. Councilmember Monk made a motion to adopt the minutes as presented. Councilmember Black seconded the motion and it carried.

## **VISITORS**

1. *Sonya Smith- representing Satsuma High School Band Boosters*

Ms. Smith came before Council to request permission to have a bucket drop at various locations. Mayor Stewart cautioned Ms. Smith to stay on the side streets and stay off the major thoroughfares.

With no further discussions, Councilmember Williams made a motion to allow the band booster to have the bucket drop. Councilmember O'Gwynn seconded the motion and it carried.

## **MAYOR'S REPORT**

Mayor Stewart recommended that council start having pre-council at 6:00. Councilmember O'Gwynn made a motion to hold pre-council at 6:00 p.m. before the council meeting effective with the July 21 meeting. Councilmember Monk seconded the motion and it carried.

Mayor Stewart reported that Goodwyn, Mills and Cawood have presented the final drawings for the community shelter/senior building and they are ready to go to bid on the project. He asked if council has any questions regarding the matter. With no further discussions, Councilmember Monk made a motion to approve the drawing and specification and authorize Goodwyn, Mills and Cawood to proceed with the bid package. Councilmember Black seconded the motion and it carried.

Mayor Stewart reported that the planning board has scheduled a workshop session for July 20<sup>th</sup> at 5:00 p.m. to discuss the amendments to the sign ordinance. Councilmember O'Gwynn made a motion to approve the meeting. Councilmember Black seconded the motion and it carried.

Mayor Stewart reported that the city is in need of a company that will do background checks on employees and park coaches and the city clerk has obtained some information. The City Clerk reported that she has received some information from Employment Information Services, Inc. that can do various searches as needed and they can respond in a short time frame. Mayor Stewart recommended that council approve entering into a contract with this company. Councilmember Monk made a motion for the city to enter into a contract with Employment Information Services, Inc. for background checks. Councilmember O'Gwynn seconded the motion and it carried.

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Mayor Stewart reported that the city has been presented an invoice from Hayes Construction in the amount of \$123,508.55 for request #1 on the drainage project. Mayor Stewart stated that Shane Sawyer from Goodwyn, Mills and Cawood was present to answer any questions. Mr. Sawyer came before Council and reported that the project is moving along and the contractor has completed 50% of the project. He stated that the work completed has been inspected and meets all the requirements and he recommends payment of the request. With no questions or further discussion, Councilmember Jackson made a motion to approve the payment to Hayes Construction in the amount of \$123,508.55. Councilmember O’Gwynn seconded the motion and it carried.

### **REPORTS OF THE COMMITTEES**

#### **Parks and Recreation:**

Councilmember Jackson reported that the 14-year-old SYA baseball team has won the district tournament and is headed for the state tournament in Huntsville. He stated that he has a request to allow the team to have a bucket drop in various locations to help raise the needed funds. With no further discussions, Councilmember Jackson made a motion to allow the 14 year old all stars to hold bucket drops at several locations. Councilmember O’Gwynn seconded the motion.

Councilmember Jackson stated that he has been informed that the city will host the 13-year-old state tournament at Wright Park. He reported that the SYA has requested a sponsorship from the city for \$3,000 to help defray the costs. Councilmember Jackson stated that the hotel is booked for 4 days and this will bring in additional revenue. With no further discussion, Councilmember Jackson made a motion to approve the sponsorship in the amount of \$3000 to Satsuma Youth Association for the 13-year old state tournament. Councilmember Monk seconded the motion and it carried.

#### **Administration and Finance:**

Councilmember O’Gwynn stated that the bills have been presented and then made a motion to pay the bills. Councilmember Jackson seconded the motion and it carried.

#### **Municipal Services:**

Councilmember Monk reported that it has been brought to his attention that the garbage exemption policy does not reflect the current poverty rate. He stated that he would like for the city attorney to review the policy and report back at the next meeting the necessary changes needed.

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### **Public Safety:**

Councilmember Williams reported that Chief Benefield has received a resignation letter from Angeleque Hernandez and she has given a two-week notice. He then made a motion to accept the resignation in good standing. Councilmember Monk seconded the motion and it carried.

Councilmember Williams stated the Chief Benefield has recommended the hiring of Randal Champion as a police officer I. He stated that Mr. Champion is an experienced officer and will not require going to the academy. Councilmember Williams made a motion to approve the hiring of Randal Champion. Councilmember Jackson seconded the motion and it carried.

Councilmember Williams reported that after July 3, the police department was required to file police reports electronically. He stated that in order to comply with the new requirement, the police department is in need of purchasing two computer towers that will have the required software to process the reports. The chief has obtained a quote for \$299 per tower including installation. Councilmember Williams made a motion to approve the purchase of two towers at \$299 each from the Computer Doctors. Councilmember O'Gwynn seconded the motion and it carried.

Councilmember Williams reported that Chief Miller is requesting to attend the IAFC (International Association of Fire Chiefs) conference in Dallas, TX on August 27-29. He stated that the cost will be approximately \$1200 for registration, lodging, and meals. With no further discussion, Councilmember Williams made a motion to approve Chief Miller to attend the IAFC conference. Councilmember Jackson seconded the motion and it carried.

Councilmember Williams stated that it has been brought to his attention that the pagers, which are distributed to the volunteer fire fighters, are not working properly and the vendor has not corrected the problem. Councilmember Williams stated that the city depends on the volunteers and it is critical that they receive the needed information. He stated that Chief Miller is recommending going to another type of communication system and will present a solution at the next meeting.

Councilmember Williams reported that he has received a request from Chief Benefield to increase the cost of a police report to keep in line with other cities. He stated that currently the cost is \$5.00 and he is recommending increasing the cost to \$10.00 per report. Councilmember Williams made a motion to change the Records Request Policy to increase the costs of a police report to \$10.00 effective immediately. Councilmember Monk seconded the motion and it carried.

## **Council Meeting- July 7, 2009- Page 5**

Councilmember Williams reported that in order for the city to continue to receive federal grants, we must be NIMS (National Incident Management System) compliant. He stated that after discussing the matter with Chief Benefield and Chief Miller, he is recommending that Chief Miller be appointed the NIMS officer. It will be his job to make sure that the city complies with all the NIMS requirements. Councilmember Williams then made a motion to appoint Chief Clyde Miller as the NIMS officer. Councilmember O’Gwynn seconded the motion and it carried.

### **Public Works**

Councilmember Black reported that he has received a request to place a 4-way stop sign at Plateau and 2<sup>nd</sup>. Mayor Stewart requested that Lt Dukes get with Chief Benefield to look into the matter.

Councilmember Black reported that the bridge on Baker Road has been released and Mr. Elmore is awaiting a letter from the state increasing the tonnage..

Councilmember Black reported that the parts for the pumps on 3<sup>rd</sup> street have been received and the repairs are underway.

## **AGENDA**

1. Action on Resolution 2009-07-01- A Resolution authorizing participation in Hazard Mitigation Grant Program by submitting a grant for phase II of the drainage project with funds not to exceed \$500,000.

Mayor Stewart stated that if the city is awarded the grant, it will allow for the continuation of the grant project. He recommended that the city apply for the grant.

With no further discussion, Councilmember Williams made a motion to suspend the rules for immediate adoption of Resolution 2009-07-01. Councilmember O’Gwynn seconded the motion and on roll call, the following answered:

Councilmember Jackson	yes
Councilmember O’Gwynn	yes
Councilmember Monk	yes
Councilmember Williams	yes
Councilmember Black	yes
Mayor Stewart	yes

Mayor Stewart declared the motion passed unanimously.

Councilmember Jackson then made a motion to adopt Resolution 2009-07-01. Councilmember O’Gwynn seconded the motion and it carried.

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**RESOLUTION # 2009-07-01  
Hazard Mitigation Grant Program  
1687-DR-AL, [Stormwater Improvement for the City of Satsuma]  
State-Subgrantee Disaster Assistance Agreement**

WHEREAS, the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) has been established to assist local governments with taking critical mitigation measures to protect life and property from future disasters; and

WHEREAS, the City of Satsuma, Alabama, acting by and through its Council proposes to apply for HMGP funds to assist in funding stormwater improvements in the City; and

WHEREAS, the City of Satsuma, Alabama, as a recipient of these funds as the subgrantee is required to designate and appoint a Administrative/Financial Officer to perform certain duties in the administration of said grant; and

WHEREAS, the City of Satsuma, Alabama, as a recipient of these funds as the subgrantee is required to provide and make available funds for the local non-federal share for the above stated mitigation activities.

NOW, THEREFORE, be it resolved by the City Council of Satsuma, Alabama, as follows:

THAT, William F. Stewart, III, Mayor, is hereby authorized to execute and submit an application with appropriate assurances to the State of Alabama Emergency Management Agency and the Federal Emergency Management Agency, requesting HMGP funds in an amount not to exceed \$500,000.00; and

THAT, the City of Satsuma hereby obligates to provide up to \$125,000.00 in cash or in-kind match in order to complete the proposed mitigation project;

THAT the City of Satsuma, **Alabama**, hereby guarantees that such local non-federal share funds will be available upon execution of an HMGP State-Subgrantee Disaster Assistance Agreement for the Period of Performance specified therein; and

THAT, William F. Stewart, III, be and is hereby designated and appointed as Administrative/Financial Officer under the terms and pursuant to the provisions of the HMGP State-Subgrantee Disaster Assistance Agreement, and is directed and empowered to make necessary assurances and to perform on behalf of the City of Satsuma, Alabama, those acts and assume such duties as are consistent with said position.

**Adopted this 7<sup>th</sup> day of July, 2009.**

**/S/ William F. Stewart III**  
**William F. Stewart, III.**

**/S/ Vicki L. Miller**  
**Attest**

**(LOCAL SEAL)**

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2. Action on Ordinance 452- An Ordinance to amend the time and day for the City's Municipal Court.

Jay Minus stated that the city clerk notified him that the ordinance for the time and date of court has not been amended to reflect the correct information. He stated that this is a procedural issue. He also stated that since the ordinance was not previously introduced, that council would have to suspend the rules for immediate adoption and call for a roll call vote.

With no further discussion, Councilmember Williams made a motion to suspend the rules for immediate adoption of Ordinance 452. Councilmember Monk seconded the motion and on roll call, the following answered:

Councilmember Jackson	yes
Councilmember O'Gwynn	yes
Councilmember Monk	yes
Councilmember Williams	yes
Councilmember Black	yes
Mayor Stewart	yes

Mayor Stewart declared the motion passed unanimously.

Councilmember O'Gwynn then made a motion to adopt Ordinance 452. Councilmember Jackson seconded the motion and it carried.

With no further business to discuss, Councilmember Monk made a motion to adjourn the meeting. Councilmember Black seconded the motion. The meeting adjourned at 7:50 P.M.

/s/ William F. Stewart, III  
Mayor William F. Stewart III

/s/ Billy Jackson  
Councilmember Billy Jackson

/s/ Pam O'Gwynn  
Councilmember Pam O'Gwynn

/s/ Pratt Monk  
Councilmember Pratt Monk

/s/ Tom Williams  
Councilmember Tom Williams

/s/ Bill Black  
Councilmember Bill Black

ATTEST: /s/ Vicki Miller  
City Clerk