

TOM WILLIAMS
MAYOR

VICKI MILLER
CITY CLERK

SHANE STRINGER
CHIEF OF POLICE

CLYDE MILLER
FIRE CHIEF



COUNCIL MEMBERS

RANDY LITTLE, PLACE I

MIKE BUTLER, PLACE 2

JASON SKELTON, PLACE 3

ALLISON CROSS, PLACE 4

BILL BLACK, PLACE 5

MINUTES OF June 19, 2018

Pre-Council

The City Council of the City of Satsuma, Alabama, convened in the Pre-Council Session at City Hall in said city at 6:00 P.M. the 19th day of June, 2018. Those present were: Mayor Tom Williams; Councilmembers: Randy Little, Mike Butler, Jason Skelton, Allison Cross and Bill Black.

Brandy Robertson with EDT was present to discuss the bids received for the Public Safety Building. She stated that four (4) bids were received and that two of the bids were close in their bid amounts. After reviewing, tabulating and discussing any questions with the contractors, EDT recommends that the bid be awarded to Ben Radcliff Construction for \$1,868,000.00. She stated that the next step will be preparing a contract and negotiating any changes with the contractor. After the contract is executed the contractor will be given a "Notice to Proceed".

Mayor Williams discussed agenda items.

Regular Meeting

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 19th day of June, 2018.

Invocation

Councilmember Little gave the invocation and led the Pledge of Allegiance.

Roll Call

On roll call the following answered present: Mayor Tom Williams
Councilmembers: Randy Little, Mike Butler, Jason Skelton, Allison Cross, and Bill Black.

Also present were Jay Minus, City Attorney; Vicki Miller, City Clerk; Heather Davis, Assistant City Clerk; James Elmore, Public Works Supervisor; Tom Briand, City Inspector; Fire Chief Clyde Miller, Jana Dukes, Police Captain and Chief Shane Stringer.

Approval of Minutes

Mayor Williams presented the minutes from the Regular Meeting of June 5, 2018. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Little seconded the motion and it carried.

Special Recognition: NONE**Visitors:**

- Tommie Black- 613 Vaughan Drive South, came before Council to ask several questions regarding the Senior Citizen Apartments. Mayor Williams asked Ms. Black to ask all her questions and then he would answer after she was done.

Ms. Black asked the following questions:

- 1) If the property that was purchased has been zoned correctly for many years then why did the minutes of December 6, 2016, show that the council agreed to the re-zoning of the property?
- 2) What is the age limit?
- 3) Will children be allowed to live there?
- 4) Is this a low income housing project?
- 5) How many persons allowed in one unit ?
- 6) Who monitors?
- 7) How many bedrooms?
- 8) What will the City gain?
- 9) Who owns the property if this is a federally funded project?

Mayor Williams asked if anyone else had questions before he answered.

- Donna Raines, 650 Vaughan Drive South, stated she heard that the apartments will have disposals. Why are they being exempt for paying a garbage fee?

Once again, Mayor Williams asked if there were any further questions. With none, he answered the questions as follows:

- 1) He stated that to the best of his knowledge, the property has been zone B-2 since the Zoning Ordinance was adopted in 1996. He stated he was not sure why that comment was put in the minutes.
 - 2) When the project started the age limits was 55, however since then the age limit has been raised to 62
 - 3) With regard to children, Mayor Williams stated that he would like to answer that question along with the question on how many persons are allowed in a unit.
 - 4) This project is not a low income project. He stated that the funding for this project is through an IRS tax credit loan. He stated that Wells Fargo along with another lender will issue a loan for approximately 10M. Each tenant will be required to pass a financial background check and sign a stringent lease confirming that they have the financial means to pay the rent. Also each tenant will be required to pass criminal background check.
 - 5) 1 ½ person are allowed per bedroom. So in a two bedroom, 3 persons will be allowed. The head of household has to be 62 years of age. A spouse can be younger and if they have a child, all three can live in the apartment.
 - 6) Since the funding is done through Wells Fargo, they will monitor the apartments once a year. Also the Alabama Housing Authority will do a yearly inspection,
 - 7) The complex has 64 units, of which 16 are 1 bedroom and 48 are 2 bedrooms. All the units are ADA compliant with 4 of the units being totally handicapped.
 - 8) The City and the Water Board will share approximately \$200,000 in permits and business licenses as a onetime gain. After that the City will receive 5 mils for ad valorem tax and the school board will get 7.5 mils. Also the city implements a yearly business license for rental of residential units and that is 1% of the gross receipts received in a year. Mayor Williams stated that the one bedroom will rent for \$545.00 per month and the 2 bedroom \$650.00. Based on the number of units, the gross receipts will be approximately \$479,000 per year and the city will receive approximately \$4,790.00 in business license. Also the residents will be paying for water and sewer which will benefit the Water and Sewer Board.
 - 9) The apartment complex is privately owned, also there will be an onsite manager and maintenance personnel.
 - 10) With regard to the garbage, each unit will have garbage disposals; however the apartment complex will have a roll-off dumpster which many commercial businesses have in the City. The residents will have to pay for water and sewer.
- April Brockmiller spoke and questioned the issue of children again. She stated that previously the Mayor had said no children and now he said that children are allowed. Mayor Williams stated that he was misinformed and after speaking again with the owners, he received clarification about the number of residents allowed in the unit and that there can be children.

Once again, Mayor Williams reiterated that only three (3) persons will be allowed in a two bedroom apartment.

Mayor Williams stated that the council will proceed with the regular meeting and that if anyone wanted to speak on this matter further, that he is in the office most days and will be glad to speak to them in his office.

Mayor's and Council's Reports:

1. Announcement of the FEMA reimbursement for Hurricane Nate

Mayor Williams reported that due to the hard work of James Elmore, Bridgett Nolan, Tom Briand and Jana Dukes, the city will be receiving approximately \$50,051.38 for debris removal and emergency services. . He stated that there is also the potential to receive more funds when the damage reports are completed and submitted.

2. Report on the S& P (Standard and Poor's financial outlook report.

Mayor Williams reported that this topic was discussed in pre-council. He stated that later in July, the city will begin discussions of the upcoming budget and look at building a plan for capital expenditures and setting up a reserve account.

3. Report on the bids received for construction of a new Public Safety Building.

Mayor Williams reported bids were opened on Thursday, June 14th. He stated the engineers have reviewed and tabulated the bids. During the pre-council, Brandy Robertson, a representative with EDT presented the bid tabulation to the council with a recommendation. He stated that the matter will be voted on under the Resolutions.

4. Update on Williams Avenue Paving Project.

Mayor Williams reported that the project is complete and a final walk through will be on Thursday, June 21st at 9:00 A.M. He stated that the project was funded through the Community Development Block Grant Program. However, due to extenuating circumstances that were never anticipated, the City had to pay over \$81,000 to complete the project.

5. Report on the fuel tanks being filled for the hurricane season.

Mayor Williams reported that the fuel in the reserve tanks had reached a three year usable period and after which the gas will begin breaking down. He stated the Public Works used the fuel in the tanks and now it is time to refuel. He stated that the City Clerk will be getting fuel bids and the tanks will be refilled.

6 Report on purchase of the Murrill property

Mayor Williams stated that the City made an offer to Mr. Murrill to purchase the property that the Holcomb ditch runs through and the ditch from Third Avenue. He stated Mr. Murrill has countered with a few additional request: 1)the City to pay all the closing cost associated with the purchase 2) send a letter stating that the City has condemned the property and 3) requesting that when the city cleans

out the ditches, the dirt be placed on his property. Mayor Williams stated the matter will be further handled under the "Items of Consideration".

Mayor Williams reported that he met with Al Stokes and Donald Deas, representatives from Senator Jones' office. He stated they discussed a wide range of items that will benefit the City, most importantly getting some assistance in putting railroad crossing arms at Bayou Avenue.

Municipal Services- Councilmember Little reported that the new garbage truck has been received and is being put into service. He stated that the financing of the truck will be handled under the Resolutions section.

Public Safety- Councilmember Butler stated that he did not have any items to report or discuss.

Administration-Councilmember Skelton reported that he distributed the information from CivicReady, a mass notification system. He stated that the cost associated with this system is approximately \$2805 annually for the subscription and a onetime \$500 fee for installation. Councilmember Skelton stated that currently the City is paying the Water Board \$2400 annually for usage of their system. By purchasing a system for just the City, we will have more control and be able to send out emergency notifications as well as information on events being held in the City. He stated he will continue to review and get back to Council with a proposal.

Councilmember Skelton stated that he is reviewing the current monthly financials in preparation for the upcoming meetings on the FY2019 budget.

Parks- Councilmember Cross announced that football and cheerleading registration will be occurring during the month of July. She stated that the registration will be every Thursday in July from 5:00 P.M. to 7:00 P.M. at Lions Park. The age for football is 2nd through 6th grades and cheerleading is K-5 through 6th grade.

Councilmember Cross reported that the monthly Municipal Dinner for June will be hosted by Mobile County. They are incorporating a preview of the Art Gallery along with the monthly meeting. She stated the preview will begin at 6:00 P.M. and the meeting will begin at 7:00 P.M. all held at Government Plaza.

Councilmember Cross reported that the American Softball Association is having a professional women's softball tournament at the Pat Hicks Softball Field. She stated that the cost to attend is \$5.00 and the tournament will be continue for 5 to 6 weeks.

Councilmember Cross reported that the boys baseball qualified to participate in the district tournament in Grand Bay and the girls 10 and under and the 12 and under qualified for the State Tournament to be held in Pace, Florida.

Councilmember Cross stated that she is working on getting some plans and cost to put in a dog park at the park behind the public works building.

Public Works- Councilmember Black reported that Public Workers are doing the summer routine work. Councilmember Cross commented that the workers did a great job on the Welcome Sign and the surrounding flower beds.

ITEMS FOR CONSIDERATION

1. Payment of the bills.

Councilmember Skelton made a motion to pay the bills in the amount of \$190,924.85 of which \$116,670 was made payable to contractors on the sidewalk project and the Williams Avenue Paving Project and the engineering firm overseeing both project. Councilmember Little seconded the motion and it carried.

2. Consideration of setting a public hearing for the 5310 grant application for a new senior citizen vehicle.

Councilmember Little stated that after discussing the matter in pre-council, the Council has decided to table the matter until a later date.

3. Consideration to install beacon lights and speed humps at the Bayou Avenue East and Old Highway 43 intersection (at all three approaches) to alert travelers of the railroad crossing.

Councilmember Little made a motion to hire an appraiser to give the City an appraisal on the subject property. Councilmember Cross seconded the motion and it carried.

4. Consideration of request for exemption from payment of Steele Creek Lodge from Satsuma City School System for August 1, 2018 for Institute Day.

Councilmember Cross made a motion to approve the request stating the \$100 clean up will be due. Councilmember Skelton seconded the motion and it carried.

5. Consideration of the counter offer from Mr. Murrill regarding the property off the undeveloped right of way known as Cedar Street and abutting the Holcomb Ditch.

Councilmember Black made a motion to accept the counter offer presented by Mr. Murrill as discussed in pre-council and stated earlier by Mayor Williams. Councilmember Cross seconded the motion and it carried.

RESOLUTIONS, ORDINANCE, ORDERS AND OTHER BUSINESS

1. Resolution 2018-06-01- A Resolution revising and adopting a Title VI Plan

Councilmember Skelton stated that the purpose of the resolution was to approve a revised plan which only changed the names of the personnel at the State level. He then made a motion to suspend the rules and put Resolution 2018-06-01 up for immediate adoption. Councilmember Cross seconded the motion and on roll call the following answered:

Councilmember Little	Yes
Councilmember Butler	Yes
Councilmember Skelton	Yes
Councilmember Cross	Yes
Councilmember Black	Yes
Mayor Williams	Yes

Mayor Williams declared the motion passed unanimously and then called for a vote. Councilmember Skelton made a motion to adopt Resolution 2018-06-01. Councilmember Black seconded the motion and it carried.

Appendix H

Documentation of Title VI Authorization

RESOLUTION 2018-06-01 REVISING AND ADOPTING A TITLE VI PLAN

WHEREAS, the City of Satsuma is a recipient of federal financial assistance from the Alabama Department of Transportation in support of transit services which imposes certain obligations upon the recipient, including complying with the Title VI federal requirements; and

WHEREAS, Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance; and

WHEREAS, the City of Satsuma commits to assure that no person shall, on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity regardless of the funding source;

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

The Council approves the proposed Title VI Program in order to comply with the Title VI federal requirements.

The City Clerk in his/her capacity, will serve as the Title VI Officer and is authorized to revise and update the plan as necessary.

ORIGINALLY ADOPTED SEPTEMBER 15, 2015. REVIEWED AND ADOPTED JUNE 19, 2018.

Signature: /s/ Tom Williams

Attest: /s/ Vicki Miller

Typed Name: Tom Williams

Typed Name: Vicki Miller

Title: Mayor

Title: City Clerk

2. Resolution 2018-06-02- A Resolution accepting the bids on the Public Safety Building and awarding to the lowest responsible bidder.

Councilmember Butler made a motion to suspend the rules and put Resolution 2018-06-02 up for immediate adoption. Councilmember Little seconded the motion and on roll call the following answered:

Councilmember Little	Yes
Councilmember Butler	Yes
Councilmember Skelton	Yes
Councilmember Cross	Yes
Councilmember Black	Yes
Mayor Williams	Yes

Mayor Williams declared the motion passed unanimously and then called for a vote. Councilmember Butler made a motion to adopt Resolution 2018-06-02. Councilmember Cross seconded the motion and it carried.

RESOLUTION NO: 2018-06-02

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR THE CONSTRUCTION OF THE PUBIC SAFETY BUILDING

WHEREAS, pursuant to the City's advertised request, the City of Satsuma accepted bids on June 14, 2018, for the construction of a new Public Safety Building from the following contractors: Ben M. Radcliff Contractor, Inc., Gaillard Construction, MWR Construction and Sycamore Construction; and

WHEREAS, on June 14, 2018 at 2:01 P.M., the following bids were opened and turned over Engineering, Design and Technology (EDT) for review and tabulation (Bids attached as Exhibit A); and

WHEREAS, on or about June 19, 2018, EDT recommended the City accept the bid from Ben M. Radcliff Contractor, Inc. as the lowest responsible bidder for the construction of a new Public Safety Building;

WHEREAS, the City of Satsuma and Ben M. Radcliff Contractor, Inc. have agreed that the contract price for the construction of the new Public Safety Building shall not exceed \$1,868,000.00, but have not yet finalized a contract incorporating all of the mutually agreed terms;

WHEREAS, the City Council for the City of Satsuma, Alabama, has deemed it advisable to authorize the Mayor and the City Clerk to execute and attest a written contract with Ben M. Radcliff Contractor, Inc. upon completion of a written contract, before the next scheduled Council meeting.

NOW THEREFORE, upon completion of the written contract and after receipt of approval from the City Attorney and the City Architect of the contract, the City Council for the City of Satsuma, Alabama authorizes and directs the Mayor and the City Clerk to execute and to attest, respectively, for and on behalf of the City of Satsuma, Alabama, the contract for the construction of a new Public Safety Building, provided the contract amount does not exceed \$1,868,000.00.

ADOPTED AND APPROVED THIS THE 19th DAY OF June, 2018.

/s/ Tom Williams
Tom Williams, Mayor

ATTEST:

/s/ Vicki Miller
City Clerk

EXHIBIT A


BID TABULATION
SATSUMA PUBLIC SAFETY BUILDING
PROJECT # 17T-16-00900
BID OPENING 06/14/2018 @ 2:00 PM

Bidder Number	1	2	3	4
Contractor Name	BEN RADCLIFF CONSTRUCTION	GAILLARD CONSTRUCTION	MWR CONSTRUCTION	SYCAMORE CONSTRUCTION
Contractor's (AL) License Number	3956	38668	21886	39434
DEADLINE 06/14/2018 @ 2:00 PM	x	x	x	x
Adjustment Notation on Envelope or in packet	yes	yes	yes	no
Acknowledged receipt of Addenda 1 THRU 4	x	x	x	x
BASE BID				
Time of Completion (Calendar Days)	365	365	365	365
Bid Bond	Yes, \$96,200	Yes 5%	Yes 5%	Yes 5%
Alternate No.1: Asphalt	\$57,000.00	\$65,770.00	\$110,000.00	\$74,338.00
BASE BID before adjustment	\$1,924,000.00	\$2,227,733.00	\$1,900,000.00	\$2,098,016.00
base bid "note of adjustment"	(\$113,000.00)	(\$8,000.00)	(\$58,058.00)	-
BASE BID W/O ALTERNATES	\$1,811,000.00	\$2,219,733.00	\$1,841,942.00	\$2,098,016.00
BASE BID W/ ALTERNATES	\$1,868,000.00	\$2,285,503.00	\$1,951,942.00	\$2,172,354.00

RECOMMENDATION: Accept Ben Radcliff Construction Base Bid and Alternate

Thomas Williams
Mayor, City of Satsuma

Vicki Miller
City Clerk, City of Satsuma

 6, 19, 2018
Jennifer Thornton-Hines, AIA, NCARB
EDT-THA Architecture

3. Resolution 2018-06-03- A Resolution approving the financing of the 2019 Peterbilt garbage truck with BB&T.

Councilmember Little made a motion to suspend the rules and put Resolution 2018-06-03 up for immediate adoption. Councilmember Skelton seconded the motion and on roll call the following answered:

Councilmember Little	Yes
Councilmember Butler	Yes
Councilmember Skelton	Yes
Councilmember Cross	Yes
Councilmember Black	Yes
Mayor Williams	Yes

Mayor Williams declared the motion passed unanimously and then called for a vote. Councilmember Little made a motion to adopt Resolution 2018-06-03. Councilmember Cross seconded the motion and it carried.

Resolution 2018-06-03
Approving Financing Terms for 2019 Peterbilt 520 Garbage Truck

WHEREAS: The City of Satsuma, (“City”) has previously determined to undertake a project for the purchase of a Garbage Truck (the “Project”), and the officer of the City responsible for the financial affairs of the City (the “Finance Officer”) has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The City hereby determines to finance the Project through Branch Banking and Trust Company (“BB&T”), in accordance with the proposal dated June 15, 2018. The amount financed shall not exceed \$309,152.00, annual interest rate (in the absence of default or change in tax status) shall not exceed 3.33%, and the financing term shall not exceed 36 months from closing.

2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and a Project Fund Agreement as BB&T may request.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer’s satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer’s release of any Financing Document for delivery constituting conclusive evidence of such officer’s final approval of the document’s final form.

4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations under the financing Documents. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as “qualified tax-exempt obligations” for the purpose of Internal Revenue Code Section 265(b)(3).

5. The City intends that the adoption of this resolution will be a declaration of the City’s official intent to reimburse expenditures for the Project that is to be financed from the proceeds of the BB&T financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City’s general fund, or any other City fund related to the Project, for Project costs may be reimbursed from the financing proceeds.

6. The officers of the City and any person or persons designated and authorized by any officer of the City to act in the name and on behalf of the City, or any one or more of them, are authorized to do and perform or cause to be done and performed in the name and on behalf of the

