

TOM WILLIAMS  
MAYOR

VICKI MILLER  
CITY CLERK

SHANE STRINGER  
CHIEF OF POLICE

CLYDE MILLER  
FIRE CHIEF



COUNCIL MEMBERS

RANDY LITTLE, PLACE 1

MIKE BUTLER, PLACE 2

JASON SKELTON, PLACE 3

ALLISON CROSS, PLACE 4

BILL BLACK, PLACE 5

## **MINUTES OF August 1, 2017**

### **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 1st day of August, 2017. Those present were: Mayor Tom Williams; Councilmembers: Randy Little, Mike Butler, Jason Skelton, and Bill Black. Absent: Councilmember Allison Cross

David Adams with Adam Stewart Architects, LLC gave a presentation and asked council to consider his firm for the designs and construction of the public safety building.

Mayor Williams discussed items that were on the agenda and then requested that Council go into an executive session to discuss pending litigation and property acquisition.

Council went into executive session at 6:25 P.M. and reconvened into the regular meeting at 7:00 P.M.

### **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 1st day of August, 2017.

### **Invocation**

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

**P.O. Box 517, Satsuma, Alabama 36572~Phone (251) 675-1440~Fax: (251) 675-1442  
Police: (251) 675-0151~Fire: (251) 679-1640**

**Roll Call**

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

Also present were Jay Minus, City Attorney; Vicki Miller, City Clerk; James Elmore, Public Works Supervisor; Tom Briand, City Inspector, Fire Chief Clyde Miller and Lieutenant Richard Dix.

**Approval of Minutes**

Mayor Williams presented the minutes from the Regular Meeting of July 18, 2017. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Butler seconded the motion and it carried.

Mayor Williams presented the minutes from the Special Call Meeting of July 24, 2017. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Butler seconded the motion and it carried.

Mayor Williams presented the minutes from the Work Session of July 31, 2017. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Butler seconded the motion and it carried.

**Special Recognition:****Visitors:**

1. Representatives of the Friends of Satsuma City School, Shirley Presnall and Sue Speights came before Council to give a report on the proceeds of the Swamp Fest held March, 2017. Ms. Presnall announced they will be presenting a donation of \$12,000 at the Institute Breakfast. She stated the \$12,000 will be split between Robert E. Lee and Satsuma High School. In addition, they will be presenting \$1500 scholarships to three deserving Satsuma High School Seniors.

**Mayor's and Council's Reports:**

Mayor Williams gave the following reports:

- Reported there will be a Pre-Bid meeting for the Williams Avenue paving project on August 3<sup>rd</sup> at 10:00 A.M.
- Reported that he, Vicki Miller and Tom Briand met last week with a representative from ADEM who came to do the audit on the City's Stormwater Management Plan and report. He noted that the city will be adding additional information to the web site and amending the plan as request.

- Reported he and James Elmore met with Christian Miller, Watershed Coordinator with National Estuary Program and looked at the Holcomb Ditch to see if there could be any funding through his entity to make improvements to the ditch.
- Reported he met with Kirk Clayton of Goodwyn, Mills and Cawood and discussed stormwater issues. Mr. Clayton has set up a meeting with Alan Johnson with USDA to see if any funding is available for stormwater improvements.
- Stated he attended the Municipal Worker Compensation and Alabama Executive Board meetings in Montgomery at no cost to the city.
- Reported that the Planning Commission will be meeting Thursday and they have two requests for minor subdivisions.

**Municipal Services- Councilmember Little** reminded everyone to not place debris in the ditches especially since there have been numerous heavy rains.

Mayor Williams noted also that placing debris in ditches is a violation of the City's Stormwater Management Plan and violators can be cited.

**Public Safety- Councilmember Butler** reported that Captain Dukes' mother was in the hospital and to keep them in our prayers. .

**Administration-Councilmember Skelton** Councilmember Skelton reported there will be a Grand Opening Ceremony at the Farm Market on Highway 43 on August 12<sup>th</sup> at 8:00 A.M. He also stated there is a sign on the door of the future Honey Bee (donut shop) that they will be opening in September.

Councilmember Skelton reported there was a medical call to Pilot Truck Stop that came in as a seizure, however when the EMT's arrived, the individual was in cardiac arrest. He stated that the firemen assisted in resuscitating the individual and he was transported to the hospital. ..

**Parks- Councilmember Cross** was absent from the meeting.

**Public Works- Councilmember Black** reported that County Crew will be out this weekend doing ditch work. He stated that work will begin soon on the improvements to the retention pond on Baker Road. Councilmember Black also noted that the council will need to look at replacing the van that is used to transport the prisoners.

## **ITEMS FOR CONSIDERATION**

### **1. Payment of the bills.**

Councilmember Skelton made a motion to pay the bills in the amount of \$57,026.09 Councilmember Little seconded the motion and it carried.

**2. Consideration of request from James Elmore to purchase 50 garbage carts for \$4387.50**

Councilmember Little made a motion to approve the request.

Councilmember Butler seconded the motion and it carried.

**3. Consideration of request from Chief Stringer to purchase two used Ford Taurus from Mobile County Revenue for \$10,000 each.**

Councilmember Butler made a motion to approve the request.

Councilmember Skelton seconded the motion and it carried.

**4. Consideration of request from Chief Stringer to call for a certification list from Personnel Board and hire two (2) police officers.**

Councilmember Butler made a motion to approve the request.

Councilmember Skelton seconded the motion and it carried.

**5. Consideration of request from Tom Briand to abate the property at 54 Bradford.**

.Mayor Williams reported that the property owner of records has been sent a certified letter to clean up the property and the letter was returned unclaimed. The next step is to run the abatement notice in the paper for seven days and if there is not any results, the council will have a public hearing, clean up the property using city personnel and then put a lien on the property for the cost of the clean-up.

With no further discussion, Councilmember Little made a motion to move forward with the abatement process. Councilmember Butler seconded the motion and it carried.

**6. Consideration of request to purchase one air condition unit and one coil for another air condition unit for the Library.**

Councilmember Skelton reported that Tom Briand has gotten two (2) quotes, one from LaBit's Heating and Air for \$7200 and the other from Quality Heating and Air for \$6800.00. He then made a motion to hire Quality Heating and Air who gave the lowest quote. Councilmember Butler seconded the motion and it carried.

**7. Consideration to set a work session to discuss the FY2018 budget.**

Councilmember Skelton made a motion to have a work session on August 10<sup>th</sup> at 5:30 p.m. Councilmember Little seconded the motion and it carried.

## **RESOLUTIONS, ORDINANCE, ORDERS AND OTHER BUSINESS**

**1. Consideration of Resolution 2017-08-01 A Resolution to enter into an agreement with an Architectural and Engineering firm to design and perform construction engineering on the public safety building.**

Councilmember Butler made the motion to adopt Resolution 2017-08-01 and stated that the firm selected is Engineering Design Technologies.

Councilmember Little seconded the motion and it carried.

**RESOLUTION 2017-08-01  
A RESOLUTION TO ENTER INTO AN AGREEMENT FOR ARCHITECTURAL  
AND ENGINEERING SERVICES TO CONSTRUCT A PUBLIC SAFETY  
BUILDING.**

WHEREAS, The City of Satsuma has been given a conditional loan from United Bank through the United States Department of Agriculture (USDA) to construct a public safety building; and

WHEREAS, the Mayor and Council have performed interviews with several firms to determine the best qualified team that has experience in professional services related to the architecture and engineering design of a public safety building; and

WHEREAS, after careful consideration of the foregoing factors, Engineering Design Technologies, Inc. (the firm) and team has been identified as the recommended architecture and engineering design professionals to assist the City of Satsuma with the design of a public safety building;

WHEREAS, the City of Satsuma will oversee the work of the firm as they proceed with the established goals and objectives of the construction of the facility; and

WHEREAS, to move forward with the project it is recommended that the Mayor be authorized to award a professional services contract and subsequent amendments for architectural and engineering design services to Engineering Design Technologies, Inc., and the mayor be authorized to sign all documents as required.

NOW THERE BE IT RESOLVED;

1. Engage Engineering Design Technologies, Inc. to consult in the design and construction of a public safety building and provide a budget to construct the building.
2. Engage Engineering Design Technologies, Inc. to perform construction management services in the development of the building.

ADOPTED AND APPROVED THIS 2<sup>ND</sup> DAY OF JULY, 2017

/s/ Tom Williams

Mayor Tom Williams

ATTEST: /s/ Vicki Miller

City Clerk

**Adjournment**

Councilmember Butler made a motion to adjourn the meeting. Councilmember Black seconded the motion and the meeting adjourned at 7:30 P.M.

/s/ Tom Williams

Mayor Williams

/s/ Randy Little

Councilmember Little

/s/ Mike Butler

Councilmember Butler

/s/ Jason Skelton

Councilmember Skelton

/s/ Allison Cross

Councilmember Cross

/s/ Bill Black

Councilmember Black

ATTEST: /s/ Vicki Miller

City Clerk