

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 November 7, 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 7th day of November, 2017. Those present were: Mayor Tom Williams; Councilmembers: Randy Little, Mike Butler, Jason Skelton, Allison Cross and Bill Black.

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 7th day of November, 2017

Invocation

Councilmember Skelton 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; James Elmore, Public Works Supervisor; Tom Briand, City Inspector, Fire Chief Clyde Miller, and Captain Jana Dukes.

Approval of Minutes

Mayor Williams presented the minutes from the Regular Meeting of

October 17, 2017. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Cross seconded the motion and it carried.

Mayor Williams presented the minutes from the Work Session of October 24, 2017. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Cross seconded the motion and it carried.

Special Recognition:

1. Proclamation for Jean McCutchen- Commendation of Service.

Mayor Williams noted that the City originally planned to have a proclamation for Jean McCutchen, Chief School Financial Officer, commending her for service and congratulating her on her upcoming retirement. However Ms. McCutchen was unable to attend. Mayor Williams stated the proclamation would be done at a later time.

2. Key Students- Robert E. Lee

Key Students were presented certificates and pins and congratulated by Mayor and Council.

Council recessed at 7:21 p.m.

Council reconvened at 7:26 p.m.

Visitors:

Leah Harrison of 57 Oak Avenue came before Council to report aggressive dogs on her street. She stated that she understands that currently there is not an animal control officer and asked if the City intended on filling the position. Mayor Williams commented that the position is not filled. He stated that she could get with Captain Dukes and see if the problem could be resolved.

Mayor's and Council's Reports:

1. Veterans Day Event- Speaker Robert F. Barrow, Lt. Col (Retired) U.S. Army.

Mayor Williams reminded everyone of the Veterans Day event to be held on Saturday, November 11th beginning at 9:00 a.m. at City Hall.

2. Discussion of vacating a 30' unopened right of way on Baldwin Road.

Mayor Williams stated that the matter was discussed in pre-council and it is tabled until Council can review the matter further.

Mayor Williams commented that Mr. Elmore and the Mobile County crew worked this past weekend and completed the Baker Road retention pond. He stated that project doubled the size of the retention pond.

Municipal Services- Councilmember Little stated the he did not have any matters to discuss or report.

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

Administration-Councilmember Skelton

1. Discussion of renewing the line of credit with Regions Bank

Councilmember Skelton stated that the city maintains a line of credit as a rainy day option. He stated that there is a fee to renew. Council agreed to proceed with the paper work.

2. Discussion of amending ordinance 447 to now allow for residential property owners to pipe ditches.

Councilmember Skelton stated the matter was discussed in pre-council and will be tabled until a later date.

Councilmember Skelton expressed condolences from the Mayor and Council to the families of Roy Chapman, James Robinson and Louise Moody.

Parks- Councilmember Cross

1. Discussion of placing bicycle sign “Give Three Feet” on Highway 43 and other city streets

Councilmember Cross stated the matter was discussed in pre-council and will be on the next meeting agenda.

Public Works- Councilmember Black stated that he did not have any matter to report or discuss.

ITEMS FOR CONSIDERATION

1. Payment of the bills.

Councilmember Skelton made a motion to pay the bills in the amount of \$66,767.96. Councilmember Butler seconded the motion and it carried.

2. Consideration of purchasing ads in the Thanksgiving and Christmas special editions of the Call News.

Councilmember Cross made a motion to purchase ¼ page ads for \$259.00 each Councilmember Little seconded the motion and it carried.

3. Consideration to ratify the notice of public hearing to be held on November 13th at 9:00 a.m. for public comments on the city’s submission of a grant for funding for a new wheelchair lift through SARPC, FY2018 FTA Section 5310 grant.

Councilmember Little made a motion to ratify the public hearing notice. Mayor Williams stated that currently the lift on the bus is broken and this will be for a heavier duty lift. With no further comments, Councilmember Cross seconded the motion and it carried. .

4. Consideration of quotes to provide the meal for the Employee Safety/Volunteer Dinner.

Councilmember Skelton stated that the following quotes were received and reviewed.

Rebecca's Restaurant	\$3,495.00
Buster's	\$3,190.00
Tyner's Catering	\$3,440.00
Chef Rob	\$3,775.00

He then made a motion to go with Buster's as the lowest quote.

Councilmember Butler seconded the motion and it carried.

5. Consideration of date for the Employee Safety/Volunteer Dinner.

Councilmember Skelton made a motion to have the dinner on December 14th at 6:30 p.m. Councilmember Cross seconded the motion and it carried.

6. Consideration of approving the increase from Lincoln National Life from \$8.50 per employee per month to \$9.35 per employee per month for the \$50,000 life insurance policy paid by the City.

Councilmember Skelton stated that the city has received a letter stating that there will be an increase beginning in December. He stated that even with the increase the city still pays less than other surrounding cities. He then made a motion to approve the increase. Councilmember Little seconded the motion and it carried.

7. Consideration of promoting Zachary Lynd to Equipment Operator II.

Councilmember Black made the motion to approve the promotion.

Councilmember Cross seconded the motion and it carried.

8. Consideration of approving the request to pipe the ditch at 5290 Lemans Drive.

Councilmember Black stated that the homeowner at 5290 Lemans Drive has complied with the current right of way ordinance by getting the ditch engineered. She is now seeking approval from the City. The drawings have been reviewed by James Elmore and Tom Briand. He stated that this ditch is not a high volume water ditch. He stated that there will not be any cost to the City. With no comments, Councilmember Black made a motion to approve the request to pipe the ditch. Councilmember Little seconded the motion and it carried.

RESOLUTIONS, ORDINANCE, ORDERS AND OTHER BUSINESS

1. Ordinance 417-4- An Ordinance amending 417-3 to remove commercial property from the ordinance and add residential rental. Councilmember Skelton made a motion to suspend the rules and put up Ordinance 417-4 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

Councilmember Skelton made a motion to adopt Ordinance 417-4.
 Councilmember Cross seconded the motion and it carried.

ORDINANCE NO. 417-4

An ordinance to Amend Ordinance 417-3 to DELETE, FROM THE RENTAL LEASING BUSINESS LICENSE CODE IN SECTION 22, ANY COMMERCIAL REAL PROPERTY THAT IS NOT USED FOR LIVING AND SLEEPING, AND TO ESTABLISH DEFINITIONS FOR RESIDENTIAL RENTAL PROPERTY

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SATSUMA, ALABAMA, AS FOLLOWS:

**Ordinance 417-3 of the City of Satsuma
 (Business License Code)
 is hereby amended to read in its entirety as follows:**

ORDINANCE 417-4

BUSINESS LICENSE CODE OF THE CITY OF SATSUMA , ALABAMA

FOR THE YEAR 2008 AND EACH SUBSEQUENT YEAR

SCHEDULE OF LICENSES AND FEES

BE IT ORDAINED BY THE CITY COUNCIL OF SATSUMA, ALABAMA,

as follows:

02	SECTION 1.	Levy of tax.	Page
	SECTION 2.	Definition of terms.	Page 02
	SECTION 3.	License term; minimum license.	Page 06
	SECTION 4.	License shall be location specific.	
		Page 08	
	SECTION 5.	License transfer restrictions.	Page 09
	SECTION 6.	Unlawful to do business without a license.	
		Page 10	
	SECTION 7.	License must be posted.	Page 10
	SECTION 8.	Duty to file report.	Page 10

[11] **OWNER.** Any Person having legal, equitable or other interest in any real property in the City, according to the official records of the state, county or municipality.

[12] **PERSON.** Any individual, association, estate, trust, partnership, limited liability company, corporation, or other entity of any kind, except for any nonprofit corporation formed under the laws of Alabama which is operated to enable municipalities that become members of such nonprofit corporation to finance or refinance capital projects and related undertakings, on a cooperative basis, and whose board of directors or other governing body consists primarily of elected officials of the municipality.

[13] **RESIDENTIAL RENTAL PROPERTY.** Any parcel of real property, including land and all buildings and appurtenant structures and dwellings thereon, which contains therein one or more Residential Rental Units.

[14] **RESIDENTIAL RENTAL UNIT.** Any Rooming Unit, dwelling let for rent, or residential unit occupied by any Person other than an Owner or member of the Owner's family. Each individual townhouse dwelling, each individual apartment unit, each individual unit in a multi-family building, each individual unit in a two-family dwelling, and each Rooming Unit shall be considered a separate Residential Rental Unit. A Residential Rental Unit shall not include a hospital room utilized for medical services, any manufactured or mobile home located in a mobile home park within the City, and/or any commercial real estate which is not being used for living and sleeping. Whenever the word "Unit" is used herein, it shall mean "Residential Rental Unit" as defined by this paragraph.

[15] **ROOMING UNIT.** Any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking or eating purposes.

[16] **TAXING JURISDICTION.** Any municipality that levies a business license tax, whether or not a business license tax is levied within its police jurisdiction, or the Department of Revenue acting as agent on behalf of a municipality pursuant to Section 11-51-180 et seq., as the context requires.

[17] **TAXPAYER.** Any person subject to or liable under this chapter for any business license tax; any person required to file a return with respect to, or pay or remit the business license tax levied under this chapter or to report any information or value to the taxing jurisdiction; or any person required to obtain, or who holds any interest in, any business license issued by the taxing jurisdiction; or any person that may be affected by any act or refusal to act by the taxing jurisdiction under this chapter, or to keep any required by this chapter.

2. Resolution 2017-11-01- A Resolution to provide the Satsuma Library Board an additional appropriation of \$2517.00 monthly.

Councilmember Little made a motion to adopt Resolution 2017-11-01.

Councilmember Skelton seconded the motion and on roll call the following answered:

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

Mayor Williams declared the motion passed.

RESOLUTION NO. 2017-11-01

A RESOLUTION AUTHORIZING A MEMORANDUM OF AGREEMENT BY AND BETWEEN THE CITY OF SATSUMA AND THE SATSUMA LIBRARY BOARD FOR THE PURPOSE OF PROVIDING REVENUE FOR THE OPEARTION AND STAFFING OF THE SATSUMA PUBLIC LIBRARY.

WHEREAS, the City of Satsuma, Alabama (the City) has supported the Satsuma Library Board (Board) created to have full power and authority to control supervision , expenditures of all funds received or appropriated, and authority to select the staff for the Satsuma Public Library (SPL); and

WHEREAS, for 15 years, the City has provided for a Library Operations Coordinator position and paid for the salary and benefits, and

WHEREAS, After the resignation of the Library Operations Coordinator, the Board formally requested that the position of Library Operation Coordinator be transferred back to the supervision of the Board which will have the responsibility of supervising and paying the employee; and

WHEREAS, The City proposes to accept the request made by the Board, and in lieu of paying a city employee will make quarterly appropriations of \$13,257.75 an increase of \$7550.00 quarterly. The additional amount will cover the salary of the employee and continue to allow funding to provide for other personnel and operations of the SPL; and

WHEREAS, the proposed increase will be payable in quarterly payments beginning November, 13, 2017.

NOW THEREFORE BE IT RESOLVED by the City Council the following:

1. The City will transfer back the supervision of the Library Operation Coordinator, currently under the Mobile County Personnel Board to the supervision of the Satsuma Library Board.
2. The City will pay the Board an amount of \$30,200 to be paid quarterly in the amount of \$7,550.00.
3. The Mayor is authorized to execute this agreement. .

Adopted this 7th day of November 2017, by the Council of the City of Satsuma.

/s/ Vicki Miller
Vicki Miller
City Clerk

/s/ Tom Williams
Tom Williams
Mayor

3. Resolution 2017-11-02- A Resolution approving plans and specifications of the public safety building.

Councilmember Butler made a motion to approve Resolution 2017-11-02. Councilmember Skelton seconded the motion and it carried.

RESOLUTION 2017-11-02

RESOLUTION APPROVING PLANS AND SPECIFICATIONS OF THE PUBLIC SAFETY BUILDING

WHEREAS the City Council has received and reviewed the Plans and Specifications for the Project known as the “Satsuma Public Safety Building presented by Engineering, Design and Technologies (EDT)

WHEREAS the following optional plans were presented:

Option 1 - a 8465 square foot building with an estimated budget of \$1,839,241 .

Option 2- 9635 square foot building with an estimated budget of \$1,912,938

Option 3- 8545 square foot building with an estimated budget of \$1,892,739

Each option included an additional budget of \$200,700 for fueling system, exhaust removal system, emergency generator, air compressor, site lighting and clear & grub, and

WHEREAS, after reviewing all the plans, the City Council has agreed to move forward with Option 2, with a cost of approximately \$1,912,938.and has advised EDT to submit this plan and specification to United Bank as part of the application for a USDA loan.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Satsuma has agreed to move forward by submitting plans and specifications for a public safety building consisting of 9635 square footage with an estimated budget of 1,912,938 and an optional budget of \$200,700 for items listed above.

APPROVED AND ADOPTED THIS 7th DAY OF November, 2017

/s/ Tom Williams
Mayor Tom Williams

ATTEST: /s/ Vicki Miller
Vicki Miller

Adjournment

Councilmember Little made a motion to adjourn the meeting. Councilmember Skelton seconded the motion and the meeting adjourned at 7:44 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 Milloer
City Clerk