

TOM WILLIAMS  
MAYOR

VICKI MILLER  
CITY CLERK

CLINT E. HARRELL  
CHIEF OF POLICE

CLYDE MILLER  
FIRE CHIEF



COUNCIL MEMBERS

RANDY LITTLE, PLACE 1

MIKE BUTLER, PLACE 2

JASON SKELTON, PLACE 3

ALLISON REESE, PLACE 4

BILL BLACK, PLACE 5

## **MINUTES OF January 7, 2020**

### **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 7<sup>th</sup> day of January, 2020. Those present were: Mayor Williams, Councilmembers: Randy Little, Mike Butler, Jason Skelton, Allison Reese, Bill Black and Jr. Councilmembers Tyrek Cunningham, Reagan Nolfe, and Emma Rawls. Absent: Ryleigh Rawson.

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 7<sup>th</sup> day of January, 2020

### **Invocation**

Council member Skelton gave the invocation and led the Pledge of Allegiance.

### **Roll Call**

On roll call the following answered present: Mayor Williams, Councilmembers: Randy Little, Mike Butler, Jason Skelton, Allison Reese, Bill Black and Jr. Councilmembers: Tyrek Cunningham, Reagan Nolfe, and Emma Rawls. Absent Ryleigh Rawson.

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

### **Approval of Minutes**

Mayor Williams presented the minutes from the Regular Meeting held on December 17, 2019. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Little seconded the motion and it carried.

### **Special Recognition:**

#### **1. Proclamation Larry Speights- 2018 Citizen of the Year**

Mayor Williams read and presented the Proclamation to Larry Speights

### **Visitors-**

Linda Tindle Reynolds-Discuss sponsorship of the Satsuma Mardi Gras Ball sponsored by the Satsuma Library Foundation

Mrs. Reynolds came before Council to ask for a sponsorship of the Satsuma Mardi Gras Ball. She stated that this event is a fund raiser for the Library and last year the City sponsored. After discussing the matter, Councilmember Little made a motion to sponsor this event in the amount of \$500.00 the same as last year. Councilmember Skelton seconded the motion and it carried.

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

#### **Mayor's Report**

Mayor Williams reported the following:

- Mayor Williams reported the 6th graders with Robert E. Lee School will be presenting their "Future City" project before a public audience on Monday at 9:00 A.M. He stated that this is an opportunity for the students to present before going to state.
- Mayor Williams reported that he received an email from Corey Nelson with Byers and Byers, the City's auditors, and the FY2019 audit should be ready by the next meeting.
- Mayor Williams reported that there is an article in the newsletter distributed by Commissioner Ludgood regarding the NW Water and Sewer Project. Mayor Williams suggested everyone take an opportunity to read the article. As stated in the last meeting, there will be an RFQ going out in January for an engineering firm to handle the project. He stated that the goal is to have the project ready for bid by the end of the year.
- Mayor Williams reported that James Elmore met with Jason Shaw of ALDOT regarding the pot hole at the entrance to Pilot. Mr. Elmore stated ALDOT is going to patch the hole and has agreed to look at doing a permanent fix.

- Mayor Williams stated the November 2019 financials were distributed in pre-council.
- Mayor Williams reported that new software has been installed in court. A new kiosk is in the foyer at City Hall and the police station to allow those with tickets to pay their citations with a credit card.
- Mayor Williams reported that Vicki Miller will be attending the magistrate training beginning January 31st. The class consists of five Friday's training in Montgomery and the cost is \$250 plus hotel expense. He stated that this will give the City a backup for court.
- Mayor Williams discussed with Council some upcoming grant opportunities including the GOMESA and putting a project on the Restore Act portal to continue the NW water and sewer project.
- Mayor Williams reported that the paint subcontractor on the public safety building, Melvin Pierce Painters, has stated they will be coming back out and do some test spots to see what will make the floor safer. He stated that after looking at the cost to pursue legal action to get the bay floors safe, he recommends letting the subcontractor do the test, decide what will work, and get the contractor to complete the job. Council agreed.
- Mayor Willems distributed a picture of a dumpster at Wright Park that is overflowing with Christmas papers. He stated that it is his recommendation that the dumpster be removed. Council agreed.

**Municipal Services- Councilmember Little** thanked the sanitation employees who worked Christmas Eve and New Year's Eve.

**Public Safety- Councilmember Butler** stated he did not have any items to report or for discussion.

**Administration-Councilmember Skelton** also thanked sanitation workers for working on the holidays. He stated that he only got positive feedback on social media. Councilmember Skelton stated the parade fees were used to purchase items that were put on the North Mobile Angel Tree and blankets for the residents of Carrington Place.

**Parks- Councilmember Reese** thanked the vendors that sponsored the tress in the Candy Cane Lane. She reminded Council of the Municipal Association Dinner to be hosted by Saraland is on January 30<sup>th</sup>. Councilmember Reese reported that the City has received the funds from Mobile County to construct new concessions/ bathrooms at Lions and Wright Park and work will begin soon. She also reported that the flag poles for the North end have been purchased and should be installed soon.

**Public Works- Councilmember Black** reported that he received a complaint about a culvert being stopped up and James Elmore has already responded and taken care of the issue.

**ITEMS FOR CONSIDERATION**

- 1. Payment of the bills.**  
On motion by Councilmember Skelton and seconded by Councilmember Little with all voting "aye", Council unanimously approved paying the bills in the amount of \$95,000.00.
- 2. Consideration to ratify the resignation from James Hicks, Police Officer.**  
On motion by Councilmember Butler and seconded by Councilmember Reese with all present voting "aye, Council unanimously approved ratifying the resignation in good standing.
- 3. Consideration to ratify the hiring of Zachary Bradford, P/T jailer dispatcher and Brian Mitchem, P/T Police Officer.**  
On motion by Councilmember Butler and seconded by Councilmember Reese with all present voting "aye, Council unanimously approved ratifying the hiring as stated above.
- 4. Consideration to proceed with the additional concrete on the south end of the 7th Street sidewalk.**  
On motion by Councilmember Little and seconded by Councilmember Black with all present voting "aye, Council unanimously agreed to table the matter and proceed with the sidewalk as it is currently constructed.
- 5. Consideration of renewing contact with Grant Management, Cara Stallman.**  
On motion by Councilmember Skelton and seconded by Councilmember Little with all present voting "aye, Council unanimously approved renewing the contract for \$12,000.00 for the period of 12/1/19 to 11/30/20.
- 6. Consideration to purchase the generator at the Public Safety Building from Smith Electric or continue with the lease and wait on the FEMA grant. The term of the lease agreement, dated September 17, 2019 is \$2000 a month with the total amount due by March 17, 2020. Cost of generator can be paid with funds from the loan at United Bank**  
The matter was discussed at length in pre-council. On motion by Councilmember Butler and seconded by Councilmember Black with all present voting "aye, Council unanimously approved purchasing the generator using the loan proceeds.
- 7. Consideration to approve contracting with Mobile Fence to enclose the sally port with an electric gate for a cost of \$13,633.00.**  
On motion by Councilmember Butler and seconded by Councilmember Little with all present voting "aye, Council unanimously approved the quote from Mobile Fence to put up the electric gate in the amount of \$13,633.00.
- 7. Consideration of the 2nd pay request from PartenSmith for \$23,642.70 on 7<sup>th</sup> Street sidewalk project.**

On motion by Councilmember Skelton and seconded by Councilmember Butler with all present voting “aye, Council unanimously approved the payment of \$23, 642.70 to Parker Smith.

**8. Consideration of the Memorandum of Understanding with Satsuma City School Board regarding the use and maintenance of the ball field known as the Johnny Poole Ball Field/Satsuma Baseball Field at Wright Park.**

On motion by Councilmember Reese and seconded by Councilmember Black with all present voting “aye, Council unanimously approved the Memorandum of Understanding with Satsuma City School Board for the use and maintenance of the Satsuma Baseball Field at Wright Park.

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

**1. Consideration of Ordinance 482-5- An Ordinance amending Section 6.4 of the Satsuma Zoning Ordinance regarding the approval process for home occupation.**

On motion by Councilmember Little and seconded by Councilmember Reese with all present voting “aye, Council unanimously approved the adoption of Ordinance 482-5.

**ORDINANCE NO. 482-5**

**An ordinance amending The Zoning Ordinance of the City of Satsuma, Alabama (Ordinance No. 482) (hereafter referred to as the “Zoning Ordinance”) to further promote the health, safety, and welfare of the citizens of Satsuma, Alabama.**

**WHEREAS**, after posting by public notice fifteen (15) days in advance The City of Satsuma Planning Commission held a public hearing on October 3, 2019, hearing and voted unanimously at its meeting thereafter to recommend to the City Council that the Zoning Ordinance be amended as hereinafter provided; and

**WHEREAS**, after posting by public notice fifteen (15) days in advance the City Council of the City of Satsuma held a public hearing on December 17, 2019, and voted unanimously at its meeting to adopt the following amendments to the Zoning Ordinance.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SATSUMA, ALABAMA, THAT THE ZONING ORDINANCE IS HEREBY AMENDED, AS FOLLOWS:**

**6.4 ACCESSORY USES; TEMPORARY BUILDINGS; HOME OCCUPATIONS; SATELLITE RECEIVING DISHES; HOME DAY CARES.**

- c. Home Occupations: A special exception may be granted for a Home Occupation upon evidence of compliance with this Section. Home occupations shall be clearly incidental to the residential use of the dwelling and shall not change the essential residential character of the dwelling. No home occupation shall be permitted which may adversely affect or interfere with the general welfare of the surrounding residential area due to a significant increase in noise, odor, light, pedestrian traffic, vehicular traffic, or any other condition which would adversely affect the level of safety and comfort of surrounding residents.

- 1) Unless stated otherwise herein, all Home Occupations are subject to the following limitations:

- a) No more than twenty percent (20%) of the gross floor area of a home may be used for home occupations;
  - b) No accessory building or outside storage shall be used in connection with the home occupation;
  - c) No more than two (2) employees (including the owner) may be working and present on the property at any time;
  - d) No internal or external addition, alteration, or remodeling of the dwelling is permitted in connection with the home occupation;
  - e) Chemical, mechanical, or electrical equipment that creates odors, light, glare, noises, or interference in radio or television reception detectable outside of the dwelling shall be prohibited;
  - f) No display of products or advertising of any sort shall be visible from the street;
  - g) Instruction in music, dancing and similar subjects shall be limited to two (2) students at a time; and
  - h) The activity carried on as a home occupation shall be limited to the hours between 7:00 a.m. to 9:00 p.m.;
  - i) All Home Occupations must maintain general liability insurance for bodily injury in a minimum amount of \$1,000,000.00.
- 2) Customary Home Occupations may be subject to annual inspection by the Zoning Enforcement Officer. If a resident of the City of Satsuma submits an application for a Home Occupation accompanied by an affidavit stating that his or her proposed Home Occupation will comply with the above described requirements and limitations, then the Zoning Enforcement Officer may issue a permit if the proposed use is one of the following:
- (a) Cleaning services, maid services
  - (b) Music instruction, tutoring
  - (c) Dressmaking, tailoring, sewing
  - (d) Free-lance photography or art studio (excluding classes)
  - (e) Handyman services
  - (f) Insurance salesman
  - (g) Landscaping services
  - (h) Office of religious or church leader
  - (i) Professional offices: attorney, architect, psychiatrists, psychologist, planner, engineer, accountant/accounting, consulting, book keeping, designer, speech pathologist
  - (j) Screen writer, authors, composers
  - (k) Television repair, computer repair, telephone repair
  - (l) Website designer
- 3) Limitations on Home Salons. A Home Salon is a home occupation which includes cutting or styling hair.

**IV. Effective Date:** This Ordinance shall be posted immediately in four (4) places within the municipality (including the Mayor's office) for no less than thirty (30) days. In addition, this

Ordinance shall be placed on the City's website for no less than thirty (30) days. This Ordinance shall take effect and be in force on the fifth (5th) day after posting.

Adopted on the 7th day of January, 2020.

By:

/s/ Tom Williams

Mayor

**Ala. Code § 11-45-8(a)(4) Certification**

I, Vicki Miller, City Clerk of the City of Satsuma, Alabama, do hereby certify that, notice of the public hearing to consider the proposed amendments to the Zoning Ordinance were posted on the City's website and in four conspicuous places within the municipality, specifically, the Mayor's Office at City Hall, the Satsuma Public Library, the Satsuma Water and Sewer Works and the Federal Post Office, along with notice of the time and place of the public hearing and meeting. Said notice contained a statement that on May 7, 2019, at Satsuma City Hall, all persons who desire would have an opportunity to be heard in opposition to or in favor of such amendments to the Zoning Ordinance. Said notice was posted more than fifteen (15) days in advance of the public hearing and meeting. The amendments to the City of Satsuma Zoning Ordinance were adopted by unanimous vote of the City Council at such meeting. Following adoption, the amendments were published by posting on the City's website and in four conspicuous places within the municipality, specifically, Mayor's Office at City Hall, Satsuma Public Library, Satsuma Water and Sewer Works and Federal Post Office, for more than 30 days.

Attest:

/s/ Vicki Miller

City Clerk

**2. Introduction o Resolution 2020-01-01- A Resolution to provide Tier I benefits to Tier II Plan Members under the provisions of Alabama Act 2019-132**

On motion by Councilmember Skelton and seconded by Councilmember Black with all present voting "aye, Council unanimously approved the introduction of Resolution 2020-01-01.

**3. Consideration of Resolution 2020-01-02- A Resolution establishing a policy for credit card usage in the performance of City business by the Mayor Councilmember and certain employees.**

On motion by Councilmember Skelton and seconded by Councilmember Reese with all present voting "aye, Council unanimously approved the adoption of Resolution 2020-01-02

RESOLUTION 2020-01-02

A RESOLUTION OF THE CITY OF SATSUMA ESTABLISHING A POLICY FOR CREDIT CARD USAGE IN THE PERFORMANCE OF CITY BUISNESS BY THE MAYOR, COUNCILMEMBER AND CERTAIN EMPLOYEES.

WHEREAS, The City Council of the City of Satsuma is desirous of adopting a formal policy for credit card usage in the performance of city business by the Mayor, City Council and certain employees designated by the Mayor; and

WHEREAS, the adoption of a formal policy for credit cards usage in the performance of city business will facilitate greater accountability and record keeping with respect to financial expenditures; and

WHEREAS, the city has no prior formal policy for credit card usage.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SATSUMA;

Section 1. The City Council hereby establishes a policy for credit card usage in the performance of city business, attached hereto, by the mayor and council and certain designated employees by the Mayor.

ADOPTED THIS 7<sup>th</sup> DAY OF January, 2020

/s/ Tom Williams  
Tom Williams, Mayor

ATTEST:

/s/ Vicki Miller  
Vicki Miller, City Clerk

**4. Consideration of Resolution 2020-01-03- A Resolution authorizing the Mayor to purchase cancer insurance for City of Satsuma Fire Fighters pursuant to Act Number 2019-361.**

On motion by Councilmember Skelton and seconded by Councilmember Butler with all present voting "aye, Council unanimously approved adopting Resolution 2020-01-03.

**RESOLUTION 2020-01-03  
A RESOLUTION AUTHORIZING THE MAYOR TO PURCHASE CANCER INSURANCE FOR CITY OF SATSUMA FIRE FIGHTERS PURSUANT TO ACT NUBMER 2019-361**

WHEREAS, Act 2019-362 of the Alabama legislature mandates that municipalities purchase cancer coverage for all their paid fire fighters; and

WHEREAS, said cancer coverage should, at a minimum provide critical illness and long-term disability coverage for firefighters who are diagnosed with cancer; and

WHEREAS, said insurance shall be effective January 1, 2020; and

WHEREAS, the City of Satsuma has determined that the cancer insurance offered through the Alabama First Responder Benefit Program by The Hartford Life and Accident Company is the best option for The City of Satsuma; and

WHEREAS, the quoted annual premium amount through The Hartford Life and Accident Company for 2020 is \$1387.68; and

WHEREAS, the Mayor and City Council feel it is in the best public interest to accept the quote given by The Hartford Life and Accident Company.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SATSUMA, ALABAMA, AS FOLLOWS:

1. The Mayor is hereby authorized to take all actions necessary in order to secure required insurance coverage for Satsuma Fire Rescue Fire Fighters pursuant to Act 2019-251 through The Hartford Life and Accident Company as detailed in the attached Proposal for Coverage; and

2. This Resolution 2020-01-03 shall become effective immediately upon adoption and approval.

ADOPTED AND APPROVED THIS 7<sup>th</sup> DAY OF January, 2020

/s/ Tom Williams  
Tom Williams, Mayor

ATTEST:

/s/ Vicki Miller  
Vicki Miller, City Clerk



**5. Consideration of Resolution 2020-01-04- A Resolution amending the FY2020 budget to account for the \$10,000 transfer from Garbage to General Fund for the purchase of a Ford F-150 truck.**

On motion by Councilmember Little and seconded by Councilmember Skelton with all present voting "aye, Council unanimously approved adopting Resolution 2020-01-04.

**RESOLUTION 2020-01-04  
A RESOLUTION AMENDING THE FY2020 BUDGET**

WHEREAS, the local municipal budget for the year 2020 was approved on the 1<sup>st</sup> day of October, 2019; and

WHEREAS, it is the desire of the City Council to amend said approved budget to more accurately reflect the city's actual revenue and expenditures.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Satsuma that the following amendments to the approved budget of FY2020 be made:

**General Fund**

01-361-00-20 Revenue- Operating Transfer from Garbage	\$10,000.00
01-560-30-07- Expense- PD Vehicle	\$10,000.00

**Garbage Fund**

01-800-50-92- Expense- Vehicle	\$10,000.00
01-800-5010- Revenue-Transfer to General Fund	\$10,000.00

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY

1. The City agrees to amend the budget as stated above
2. This Resolution to become effective immediately upon adoption by the Council

APPROVED AND ADOPTED this 7<sup>th</sup> day of January, 2020

/s/ Tom Williams \_\_\_\_\_  
Mayor Williams

Attest: /s/ Vicki Miller \_\_\_\_\_  
Vicki Miller, City Clerk

Before closing the meeting, Jack Presnall asked to speak. He thanked Tom Briand for overseeing the repainting of City Hall and commended those who were responsible for all the Christmas decorations. Councilmember Reese thanked Mr. Presnall for pressure washing the monument area and for putting the wreaths up during the holidays.

With no further business to come before Council, Councilmember Butler made a motion to adjourn the meeting. Councilmember Reese seconded the motion and the meeting adjourned at 7:45 P.M.

/s/ Tom Williams  
Mayor Tom Williams

/s/ Randy Little  
Councilmember Randy Little

/s/ Mike Butler  
Councilmember Mike Butler

/s/ Jason Skelton  
Councilmember Jason Skelton

/s/ Allison Reese  
Councilmember Allison Reese

/s/ Bill Black  
Councilmember Bill Black

ATTEST: /s/ Vicki Miller  
City Clerk