

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 March 17, 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 17th day of March, 2020. Those present were: Mayor Williams, Councilmembers: Randy Little, Mike Butler, Jason Skelton, Allison Reese, and Bill Black

Absent: Jr. Councilmembers: Tyrek Cunningham, Reagan Nolfé, Ryleigh Rawson and Emma Rawls.

Mayor Williams noted that due to the COVID-19, the pre-council was being held in the Council chamber to adhere to the regulations and restrictions issued from Governor Ivey. He stated that the Jr. Councilmembers were asked not to attend due to the COVID-19 directives. He then discussed the 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 17th day of March, 2020.

Invocation

Councilmember 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, and Bill Black

Absent: Jr. Councilmembers: Tyrek Cunningham, Reagan Nolfé, Ryleigh Rawson and Emma Rawls.

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 March 3, 2020. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Reese seconded the motion and it carried.

Special Recognition: None

Visitors- None

Mayor 's and Council's Reports:

Mayor's Report

Mayor Williams reported that he had received directives from several agencies regarding the response to the COVID-19 (Coronavirus):

- George Smith, Director Mobile County Personnel Board. Mr. Smith has stated that the Personnel Board will remain running as long as needed. They may close the office to the public, but staff will still remain to be of assistance. The directive states that if you lose critical personnel, the City is able to hire temporary personnel and the 5-day requirement will be waived.
- League of Municipalities has issued a directive on the Open Meetings Act. The directives stated that the league is seeking assistance from Governor Ivey, should it become where council and the public cannot meet in person. The league is suggesting that if it gets to the point of complete quarantine, then the council may have to consider some type of interactive video conferencing.
- Dr. Bart Reeves- The schools have closed down until April 6th.

1. Relay for Life Sponsorship

Mayor Williams reported that at the last meeting, a representative from Relay for Life came before Council to ask for a sponsorship. He stated after discussing the matter in pre-council, it was determined that in light of the present situation, the City has decided against the sponsorship for this year.

2. Discussion of selling Lot 26, Bayou Tajuacha , Unit 1 to Jimmy Morgan who resides at 267 Tujuacha Dr.

Mayor Williams stated that Mr. Morgan came to the last meeting and asked if the Council would consider selling the lot. Mayor Williams stated that the matter was discussed in Pre-Council, Councilmember Little expressed that he has received calls from other residents who are interested in the property. With that, the consensus is that the City would post the property for sale and then accept sealed offers. The offers would have to be for at the least the Fair Market Value.

Municipal Services- Councilmember Little. encourages all residents to complete the 2020 Census. Councilmember Little stated that he visited with the Seniors who are using the community center regarding the potential closing due to the virus.

Public Safety- Councilmember Butler stated that at the last meeting, Ms. Brockmiller came before Council to complain about the burning in the City. He stated that over the past weekend, several residents were burning.

Administration-Councilmember Skelton expressed condolences on behalf of the Mayor and Council to the family of Catherine Oliver, a longtime resident of Satsuma. Councilmember Skelton reported that he received a letter from ALDOT stating that the crossing arms at Bayou will be installed on April 7th. Councilmember Skelton suggested that each councilmember do a video promoting the 2020 Census.

Parks- Councilmember Reese reported the following:

1. Opening Day at Lions Park went well despite not having a concession stand. She thanked Commissioner Ludgood for coming out and throwing the first pitch. She thanked James Elmore and the Public Works Department for cleaning up the park and making it safe for the families.
2. Concession Stands- She stated that with the parks being closed and there not being sports activities due to COVID-19, the concession stands at both parks should be completed before the sports activities start up again.
3. Reported the municipal dinner has been cancelled.
4. With the Library closing, Tiphani Clearman, Library Director, will be posting several links on the web page to help students.

Public Works- Councilmember Black stated that with this situation with the COVID-19, the state is not releasing any inmates to work. He stated that public works may need to look at hiring some temporary employees. He said that he would discuss more at the next meeting

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 \$58,756.56.

2. Consideration of request from Satsuma Women's Club for a waiver of the rental fee for Steele Creek Lodge on Sunday, May 3, 2020 for the Gator Guys Senior Lunch.

On motion by Councilmember Reese and seconded by Councilmember Butler with all present voting "aye, Council unanimously approved waiving the fee with the understanding that the \$100 clean up fee will apply.

3. Consideration of the retirement letter from Chief Clyde Miller to be effective 5/22/20.

On motion by Councilmember Butler and seconded by Councilmember Reese with all present voting "aye". Council unanimously accepted the retirement letter.

Council discussed requesting a new certification list from the Personnel Board. Councilmember Skelton suggested that the position also be advertised at a contract position. After discussing the matter, Council agreed to do both.

4. Consideration of request for payment #4 from Parten Smith in the amount of \$64,550.40 and \$5608.09 to Civil Southeast.

Councilmember Black made a motion to approve the request as listed above. Councilmember Reese seconded the motion. Mayor Williams called for discussion. Councilmember Skelton questioned paying the full amount since there is not a contingency and there is an extensive punch list. He also questioned some of the costs that have overridden the original contract amount. After discussing the matter, Council agreed to not pay for the additional concrete in the amount of \$14,334.00 and the additional top soil in the amount of \$6,250.00. Councilmember Black amended his motion to pay Parten Smith \$44,076.40 and to not pay Civil Southeast at this time. Councilmember Skelton seconded the motion and it carried.

5. Consideration of possibly closing some public buildings and discontinuance of some city services due to the COVID-19 (Coronavirus)

After discussing the matter in length, Councilmember Skelton made a motion to close the following:

1. Satsuma Public Library
2. Satsuma Splash Pad
3. Satsuma Community Center
3. Wright and Lions Parks- information signs to be placed.

Councilmember Little seconded the motion and it carried.

RESOLUTIONS, ORDINANCE, ORDERS AND OTHER BUSINESS

1. **Consideration of Resolution 2020-03-04-A Resolution awarding the flood study grant to Goodwyn, Mills and Cawood.**

On motion by Councilmember Black and seconded by Councilmember Reese with all present voting “aye, Council unanimously approved Resolution 2020-03-04-

RESOLUTION # 2020-03-04

WHEREAS, the City of Satsuma was awarded a Coastal Zone Management Grant from the Alabama Department of Conservation and Natural Resources (ADCNR Grant number SATSUMA-CZM-309-20-1) through the National Oceanic and Atmospheric Association (NOAA Award # 19NOS4190137); and
 WHEREAS, this grant will enable the City to conduct a comprehensive drainage study of the southeastern quadrant of the city and will consist of a topographical survey, rain data collection, property research, and environmental impact analysis to determinate strategies for floodplain management; and
 WHEREAS, the City of Satsuma procured an engineering consultant following the guidelines set forth in 2 CFR 200; and
 WHEREAS, only one proposal was received by the City and this proposal was reviewed by City of Satsuma staff and determined to be adequate; and
 NOW, THEREFORE IT BE RESOLVED that the City of Satsuma awards a contract to Goodwyn Mills and Cawood, Inc. to perform drainage study of the southeastern quadrant of the City of Satsuma at a cost not to exceed \$19,500.

APPROVED and ADOPTED by the City of Satsuma on March 17, 2020.

/s/ Tom Williams 3/17/2020
 Tom Williams, Mayor Date

/s/ Vicki Miller 3/17/2020
 Vicki Miller, Clerk Date

2. Consideration of Resolution 2020-03-05- A Resolution declaring a State of Emergency for the City of Satsuma due to COVID-19.

Councilmember Little read the Resolution and then made a motion which was seconded by Councilmember Skelton. With all present voting “aye, Council unanimously approved Resolution 2020-03-05,

**RESOLUTION NO. 20-03-05
 DECLARING THE CITY OF SATSUMA STATE OF EMERGENCY**

WHEREAS, President Trump has declared a National State of Emergency based on the impact of COVID-19 becoming a pandemic event; and
 WHEREAS, Governor Ivey has also declared a State of Emergency as relates to COVID-19 in the State of Alabama; and
 WHEREAS, The City of Satsuma, Alabama Officials and Personnel in partnership with our regional partners have been proactive beginning March 16, 2020 addressing the COVID-19 impacts; and;

WHEREAS, the Satsuma City Council determines to immediately take further action in this emergency circumstance on a continuing basis to address the COVID-19 impacts on our Satsuma community; and to further declare a State of Emergency in Satsuma, Alabama; and

WHEREAS, it is vital that the Mayor is authorized to expend City of Satsuma Funds or enter into contracts with outside vendors for additional personnel, supplies and equipment as needed, so that action can be taken without delay to protect the lives and the safety of our residents and visitors to our City; and

WHEREAS, COVID-19 poses a serious public health risk to our City stemming from it being a novel respiratory disease, impacting our City Services, Utility Services, Schools and our Businesses, and

WHEREAS, the extent and level of impact from COVID-19 cannot be determined at present and City Departments need the authority and funding to react promptly and without delay at this critical time;

WHEREAS, the City of Satsuma will be taking precautionary measures and preparations related to the(Covid-19) which poses a hazard to the safety and welfare of the general public, and exercising the authority provided by Section 3 1-9-10(B)(6) of the Code of Alabama 1975, to close certain public buildings owned or leased by and under the Control of the City of Satsuma.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Satsuma, Alabama that it hereby declares a State of Emergency in Satsuma, Alabama whereby the Mayor and City Departments are authorized to expend City funds and use additional personnel hours necessary to respond to the impacts of COVID-19 (some known and some unknown) in our City and Community;

BE IT FURTHER RESOLVED by the City Council that the Mayor, and City Departments, are to coordinate the Work with the Mobile County Emergency Management Agency and other appropriate Agencies;

BE IT FURTHER RESOLVED that the City Council determines this action is required in order to be proactive in continuing the previous work of our Officials and Personnel in the future;

BE IT FURTHER RESOLVED that the Mayor and City Departments are requested and authorized to record the additional expenses incurred in the past and future as a result of the COVID-19 impacts; and seek reimbursement to the extent provided and authorized by Federal and State Laws.

ADOPTED this 17th day of March 2020.

ACKNOWLEDGED and APPROVED:

 /s/ Tom Williams Mayor

Attest: /s/ Vicki Miller City Clerk

With no further business to come before Council, Councilmember Reese made a motion to adjourn the meeting. Councilmember Skelton seconded the motion and the meeting adjourned at 8:25 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