

TOM WILLIAMS  
MAYOR

VICKI MILLER  
CITY CLERK

CLINT E. HARRELL  
CHIEF OF POLICE

KENNETH WAITES  
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 October 6, 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 6<sup>th</sup> day of October 2020. Those present were: Mayor Williams, Councilmembers: Randy Little, Mike Butler, Jason Skelton, Allison Reese, and Bill Black.

The City is still under COVID-19 directive from Governor Ivey and continues to meet in Council chambers with a safe distance of 6' and face masks.

Mayor Williams stated that representatives from the Women's Club requested to speak in the Pre-Council. Judy Callan came before the City Council and spoke on the following:

- 1) Permission to clean up the City's North end entrance and flower bed.
- 2) Permission to trim the knock out roses in the mediums on US43 on the weekend of November 7<sup>th</sup>.
- 3) Report that the blueprints for the Union Chapel had to be redrawn and they will have to redistribute them to the vendors for estimates.

Council agreed for the club to clean up the flower bed and trim the knock out roses as long as they wear safety vest.

Mayor Williams 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 6<sup>th</sup> day of October 2020.

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

**Invocation**

Councilmember Skelton gave the invocation and Jansen Skelton 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.

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

**Approval of Minutes**

Mayor Williams presented the minutes from the Regular Meeting held on September 17, 2020. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Reese seconded the motion and it carried.

Mayor Williams presented the minutes from the Special Called Emergency Meeting held on September 19, 2020. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Reese seconded the motion and it carried.

Mayor Williams presented the minutes from the Work Session held on September 24, 2020. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Reese seconded the motion and it carried.

Mayor Williams presented the minutes from the Special Called Emergency Meeting held on September 29, 2020. Councilmember Skelton made a motion to approve the minutes as presented. Councilmember Reese seconded the motion and it carried.

**Special Recognition:**

- 1, Ratify the hiring of Officer Michael Allo followed by the Swearing in by Chief Harrell.
2. Presentation of a plaque by Chief Harrell ,Officer Robert Moore and Chief Waites to representatives Jason Beasley and Nicole Revette Moore of the the YMCA for the donation of the gym equipment that is being used by the public safety personnel.
3. Recognition of Danny Weaver-Assistance with the boating accident at Steele Creek Lodge and Park. Chief Harrell presented Mr. Weaver with a "Thank You" plaque for his assistance in offering up his boat to aid with a water rescue which helped save a person's life.

**Visitors:**

1. Jack Presnall came before City Council to remind the Council of the November 11<sup>th</sup> Veterans Day event. Mayor Williams told Mr. Presnall that the event will be held during the next administration and requested that he get with Mayor Elect Mark Barlow and Edith to coordinate the ceremony.

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

- Mayor Williams reported that Mott McDonald, the contractor on the NW Water and Sewer project, has distributed a brochure to the residents in the area explaining they will be surveying.
- Mayor Williams reported that there was a discussion in pre-council regarding giving employees an across the board increase or merit raises. He stated increases were figured into the FY2021 budget. After discussing the matter in length, Council agreed to give a 5% across the board increase. The matter has been added to the "Items of Consideration". Councilmember Skelton noted that the budget will need to be adopted before a vote can be given on the increase. Mayor Williams stated that the resolutions will be done before the Items of Consideration.
- Mayor Williams reported that Mr. Jones, whose claim was denied at the last Council meeting, has reached out again to Jay Minus and has submitted an email from the property owner. Mr. Murrill. Council read over the email and discussed the matter in length in pre-council. Mayor Williams called for any further discussion. With none, the consensus of the Council is to leave the matter as it was voted in the last meeting.
- Mayor Williams reported that Goodwyn, Mills and Cawood has submitted the 3<sup>rd</sup> Street drainage study. The conclusion of the report is to replace the one culvert with two culverts. The report states that this will not affect any homes in the downstream. Mayor Williams reminded the Council that the school board has previously agreed to pay ½ of the costs. Mayor Williams recommended that the City reach out to GMC and get an estimated cost for the project. Council agreed.
- Mayor Williams reported that he held a department head meeting to discuss preparation for another potential hurricane that is due to hit the Gulf Coast.
- Mayor Williams reported that he will be attending his last meeting of Worker Compensation Board and the Alabama League of Municipalities Executive Board in Montgomery on October 14<sup>th</sup> at no cost to the City. He stated that he will be leaving there and be out of town for a few days.

**Municipal Services- Councilmember Little** asked everyone to be patient with the removal of the debris from Hurricane Sally. He stated that there was some red tape that had to be addressed and now that the issues are resolved pick up

should continue until all the debris is removed. Mayor Williams noted that the contractors are working the weekends.

**Public Safety- Councilmember Butler** reported that Chief Harrell is still waiting on a response on the body cam grant. He reported that the fire department has made 76 calls with 6 being mutual aid call to the Town of Creola.

Ken Waites reported that the Annual Christmas parade will be held on December 5, 2020 at 2:00 p.m. He stated that the time changed at the request of the SCDO. The SCDO is planning a one-day event ending with the tree lighting. Applications can be obtained from City Hall, the Fire Station and on the City's web site.

**Administration-Councilmember Skelton** reported that Jordan Preston and Katelin Booker will be joining the City Council meetings as the new Jr. Councilmembers.

**Parks- Councilmember Reese** reported the following:

- The Semmes Municipal Dinner will be held on October 15, 2020 at Azalea Church gymnasium
- Consideration to schedule ribbon-cutting for North Mobile Nutrition
- The Fall and Christmas banners and brackets have been ordered
- Alabama Power has granted permission with guidelines
- Census 2020 extended to October 31, 2020
- The Satsuma Municipal Dinner will be held on November 19, 2020 -The Satsuma Women's Club to supply the meal at a cost of \$15.00 per person with the proceeds going toward Union Chapel
- ALM Orientation and Municipal Leadership Conference October 27- October 29 in Montgomery.
- Howl-O-Weenie Pet Parade will be held Saturday October 24<sup>th</sup> beginning at 4:00 at Baldwin Square. Applications are now available at City Hall
- Requested permission to re-open public restrooms at Steele Creek
- The Library will host a reception after the organizational meeting on November 2<sup>nd</sup>.
- The new Library hours are Monday and Wednesday from 10 a.m. to 5: p.m.; Tuesday and Thursday from 10 a.m. to 6 p.m. and closed on Friday. Also, citizens have access to the WIFI in the parking lot with no password needed.

**Public Works-** Councilmember Black thanked James Elmore and the Public Works employees for continuing to work cleaning up the debris from the storm.

### **ITEMS FOR CONSIDERATION**

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

On motion by Councilmember Skelton and seconded by Councilmember Reese with all voting "aye", Council unanimously approved paying the bills in the amount of \$76,684.39

**2. Consideration of the resignation from Police Officer Chad Stephenson.**

On motion by Councilmember Butler and seconded by Councilmember Little with all voting "aye", Council unanimously approved the resignation from Officer Stephenson in good standing.

**3. Consideration of opening up a Police Corporal position**

On motion by Councilmember Butler and seconded by Councilmember Little with all voting "aye", Council unanimously approved opening up the position.

**4. Consideration of the letter of resignation for retirement from James Elmore, Public Works Supervisor.**

On motion by Councilmember Black and seconded by Councilmember Little with all voting "aye", Council unanimously approved the resignation letter from James Elmore in good standing. Mayor Williams thanked James for his 32 years of service and stated it was a pleasure working with him during his tenure as councilmember and Mayor.

**5. Consideration of the letter of resignation for retirement from Vicki Miller, City Clerk**

On motion by Councilmember Skelton and seconded by Councilmember Butler with all voting "aye", Council unanimously approved the resignation letter from Vicki Miller in good standing. Mayor Williams thanked Ms. Miller for her years of services and stated it was a pleasure working with her during his tenure as Councilmember serving as Mayor Pro Tem and Mayor.

**6. Consideration of hiring Timothy Gollotte, (currently a supernumerary) as a full-time firefighter effective October 10, 2020.**

On motion by Councilmember Butler and seconded by Councilmember Skelton with all voting "aye", Council unanimously approved the hiring of Timothy Gollotte as a full-time firefighter.

**7. Consideration of request from Chief Waites to hire two (2) part time fire fighters.**

On motion by Councilmember Butler and seconded by Councilmember Skelton with all voting "aye", Council approved the request.

**8. Consideration of the letter of resignation from Tom Briand, Building Inspector.**

On motion by Councilmember Little and seconded by Councilmember Reese with all voting "aye", Council unanimously approved the resignation letter from Tom Briand in good standing. Mayor Williams thanked Tom for his years of services and stated it was a pleasure working with him.

**9. Consideration of approving a 5% across the board increase for all city employees. Request to be sent to the Personnel Board for their October 20, 2020 meeting.**

On motion by Councilmember Skelton and seconded by Councilmember Little, with all voting "aye", Council approved the across the board increase of 5% pending the approval of the MCPB.

**10. Consideration to reopen the outside restrooms at Steele Creek Lodge and Park.**

On motion by Councilmember Reese and seconded by Councilmember Little, with all voting "aye", Council approved the reopening of the restrooms.

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

**1. Consideration of Resolution 2020-10-01- A Resolution adopting the FY2021 Budget.**

Councilmember Skelton made a motion to suspend the rules and put Resolution 2020-10-01 up for immediate adoption, Councilmember Reese seconded the motion and on roll call the following answered:

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

Mayor Williams declared the motion passed unanimously.

On motion by Councilmember Skelton and seconded by Councilmember Reese. Council unanimously approved adopting Resolution 2020-10-01

**FY2021 Proposed Budget-Summary**

	<b>FY2021</b>
<b>Revenues</b>	
<b>General Fund</b>	
Taxes	3,128,600.00
License& Permits	598,000.00
Police Fines	309,450.00
Miscellaneous	105,000.00
Contributions	50.00
Sanitation	680,000.00
One Cent	137,000.00
<b>TOTAL General Fund</b>	<b>\$4,958,100.00</b>
<b>Revenue from other</b>	
\$1month	48,500.00
Four Cent	65,500.00
Seven Cent	77,725.00
Rebuild AL Gas Tax	44,000.00
Capital	\$62,000.00
Operating Transfer In-W./B	\$500,000.00

	Operating Transfer	
	garbage	
	<b>TOTAL Other Funds</b>	<b>\$797,725.00</b>
	<b>GRAND TOTAL</b>	
	<b>REVENUES</b>	<b><u>\$5,755,825.00</u></b>
<b>EXPENSES</b>		
<b>General</b>		
<b>Fund</b>		
	Mayor-Council	\$490,237.00
	Bond Payments (City)	\$129,940.00
	Administrative Expense	\$174,003.00
	Police Department	\$1,536,014.00
	Court	\$93,500.00
	Fire Department	\$691,585.00
	Public Works Department	\$534,550.00
	Park & Recreations	\$208,375.00
	Inspections	\$77,430.00
	Beautification	\$7,000.00
	Steele Creek	\$43,700.00
	Citizen Services	\$117,550.00
	Debt	\$37,690.00
	Sanitation	\$680,000.00
	Capital	\$62,000.00
	One Cent- Payment on	
	PSB	\$136,526.00
	Water Board bond	
	payments	\$500,000.00
	<b>TOTAL General Fund</b>	<b>\$5,520,100.00</b>
<b>Other</b>		
<b>Funds</b>		
	\$1month	\$48,500.00
	Four Cent	65,500.00
	Seven Cent	\$77,725.00
	Rebuild AL Gas Tax	44,000.00
	<b>TOTAL Other Funds</b>	<b>\$235,725.00</b>
	<b>TOTAL EXPENSES</b>	<b><u>\$5,755,825.00</u></b>
	Net difference	<b>\$0.00</b>

Presented and Approved the 6<sup>th</sup> day of October, 2020

/s/ Tom Williams

Tom Williams, Mayor

I, the undersigned City Clerk for the City of Satsuma, hereby certify that the

above and foregoing Resolution was lawfully adopted at a Regular Meeting of the Satsuma City Council held on 6<sup>th</sup> day of October and that such Resolution is on file at the office of the City Clerk.

Attested:

/s/ Vicki Miller  
Vicki Miller

**2. Consideration of Resolution 2020-10-02- A Resolution awarding the bid to Goodwyn, Mills and Cawood for the debris monitoring due to Hurricane Sally.**

Councilmember Little made a motion to suspend the rules and put Resolution 2020-10-02 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 Reese	Yes
Councilmember Black	Yes
Mayor Williams	Yes

Mayor Williams declared the motion passed unanimously.

On motion by Councilmember Little and seconded by Councilmember Skelton. Council unanimously approved adopting Resolution 2020-10-02

RESOLUTION # 2020-10-02

WHEREAS, the City of Satsuma Council declared a State of Emergency for the City of Satsuma due to Hurricane Sally on September 15, 2020; and

WHEREAS, the City suffered from damage from Hurricane Sally and there is a need to activate the City's debris removal contract with GreenCo, and.

WHEREAS, the project required Professional Debris Monitoring Services and the City did enter into an emergency contract on September 19, 2020 with Goodwyn, Mills and Cawood as a qualified provider for such service, and.

WHEREAS, on September 21, 2020 the City did. solicit Requests for Proposals for Professional Services by email to three (3) firms and three minority contacts in accordance with applicable procurement laws, rules and regulations; and

WHEREAS, the City of Satsuma did receive 1 proposal from a qualified firm for said services by the deadline of September 23, 2020 and one company declined to provide proposal. The City did not receive any responses from the any of other solicited parties.



NOW, THEREFORE BE IT RESOLVED, that the City of Satsuma awards the contract for Debris Monitoring to Goodwyn Mills and Cawood, Inc as a qualified firm a cost not to exceed \$10,000.00.

APPROVED AND ADOPTED by the City of Satsuma on October 6, 2020.

/s/ Tom Williams

Tom Williams, Mayor

/s/ Vicki Miller

Attest: Vicki Miller, City Clerk

**3. Consideration of Resolution 2020-10-03- A Resolution amending the GOMESA budget to include engineering and grant administration fees.**

Councilmember Skelton made a motion to suspend the rules and put Resolution 2020-10-03 up for immediate adoption, Councilmember Reese seconded the motion and on roll call the following answered:

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

Mayor Williams declared the motion passed unanimously.

On motion by Councilmember Skelton and seconded by Councilmember Reese. Council unanimously approved adopting Resolution 2020-10-03

Resolution 2020-10-03  
A Resolution amending the budget for the GOMESA funded for improvements at Steele Creek Lodge and Park.

WHEREAS, the City of Satsuma has been approved for project funded through the Alabama Gulf of Mexico Energy Security Act Program (GOMESA) which is being administered by the Alabama Department of Conservation and Natural Resources (ADCNR), State Lands Division (SLD), Coastal Section; and

WHEREAS, the project total awarded is \$1,024,141 for public access improvements and upgrades to Steele Creek Park. boat launch, piers, playground, constructions of a canoe/kayak launch, parking lots and lighting. and public access at Steele Creek Lodge and Park; and

WHEREAS, the project submitted contained contingencies of 133,583.63, however no funds were submitted for engineering or grant consulting fees., and

WHEREAS, the City would like to revise the budget using the contingency fees to pay for engineering and grant management in the amount of \$152,946.13 which brings the total construction cost to \$871,195.00.

NOW, THEREFORE IT BE RESOLVED that the City of Satsuma agrees to amend the original submitted budget for the GOMESA grant to include fees for engineering and grant management. Approved and Adopted by the Satsuma City Council on October 6, 2020.

/s/ Tom Williams  
Tom Williams, Mayor

/s/ Vicki Miller  
Vicki Miller, City Clerk

**4. Consideration of Resolution 2020-10-04- A Resolution declaring a State of Emergency for Hurricane Delta.**

Councilmember Skelton made a motion to suspend the rules and put Resolution 2020-10-04 up for immediate adoption, Councilmember Butler seconded the motion and on roll call the following answered:

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

Mayor Williams declared the motion passed unanimously.

On motion by Councilmember Skelton and seconded by Councilmember Butler. Council unanimously approved adopting Resolution 2020-10-04.

STATE OF LOCAL EMERGENCY RESOLUTION  
2020-10-04

**WHEREAS**, severe weather constitutes a serious hazard to lives and property in the City of Satsuma; and

**WHEREAS**, there is an existing and increasing possibility of the occurrence of a disaster or emergency since the National Hurricane Center has advised that Hurricane Delta is currently a Major Hurricane and current projections show the City is in the scope of landfall, and

**WHEREAS**, The City is under a State of Emergency by Executive Order by Governor Ivey and the Satsuma City Council declaring a State of Emergency due to Hurricane Sally; and

**WHEREAS**, Governor Ivey has issued an Executive Order declaring a state of emergency in the State of Alabama for any damages due to Hurricane Delta; and

**WHEREAS**, the *Code of Alabama*, 1975, Section 31-0-10 (b) provides the power and authority for a political subdivision such as the City of Satsuma to declare a state of local emergency and also to waive the procedures and formalities otherwise required of political subdivisions by law, including but not limited to;

- a. **Performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community.**
- b. **Entering into contracts,**
- c. **Incurring obligations**
- d. **Employment of temporary workers**
- e. **Utilization of volunteer workers**
- f. **Acquisition and distribution, with or without compensation, of supplies, materials and facilities.**
- g. **Appropriation and expenditure of public funds.**

**NOW THEREOFRE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SATSUMA, ALABAMA, AT ITS REGULAR MEETING THAT;**

SECTION 1. There is a potential for the City of Satsuma to be threatened by Hurricane Delta and this hurricane could pose a serious threat to the lives and property of residents of the City of Satsuma, Alabama

SECTION 2. That The City Council of the City of Satsuma acknowledges that the City is currently under a State of Emergency from Hurricane Sally, but since it will not have another meeting before the predicted landfall of Hurricane Delta, the City Council hereby declares a local State of Emergency effective 24 hours prior to landfall or the potential effects of Hurricane Delta, or until such time as the Council rescinds such declaration, and authorizes the Mayor to take all actions necessary and allowed by *Code of Alabama, 1975*, Section 31-9-10 (b)(5) and all actions otherwise necessary or appropriate for the protection of public property and facilities and the health, safety and welfare of the public that are exercisable under the general police power of the City.

SECTION 3. That the Mayor and City Clerk be and they are hereby authorized and directed to execute and attest, respectively, all contracts determined by the Mayor to be necessary to meet the emergency without public advertisement.

SECTION 4. That this Resolution shall become effective upon its adoption.  
ADOPTED on this 6<sup>th</sup> day of October, 2020

/s/ Tom Williams  
Mayor

ATTEST:

/s/ Vicki Miller  
Vicki Miller

**5. Consideration of Resolution 2020-10-05- A Resolution authorizing submission of a 5310 grant to aid with expenses of the Senior Transportation Services for FY2021.**

Councilmember Little made a motion to suspend the rules and put Resolution 2020-10-05 up for immediate adoption, Councilmember Butler seconded the motion and on roll call the following answered:

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

Mayor Williams declared the motion passed unanimously.

On motion by Councilmember Little and seconded by Councilmember Butler. Council unanimously approved adopting Resolution 2020-10-05

WHEREAS, Federal financial assistance as authorized under Section 5310 of the Federal Transit Act Amendments of 1991, is available through the South Alabama Regional Planning Commission to provide transportation services to meet the special needs of seniors and individuals with disabilities; and

WHEREAS, the submission of an application for said financial assistance is deemed necessary to aid in addressing the transportation needs of seniors and individuals with disabilities residents of the Mobile Urban Area, and

WHEREAS, any agreement for capital financial assistance with South Alabama Regional Planning Commission, will impose certain obligations upon the applicant, including the provision by it of the local share of project costs; and

WHEREAS, it is the goal of the applicant to provide the best transit project that can be provided with the funds available.

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

That the Mayor of Satsuma, Tom Williams is authorized to execute, file a grant application, and enter into an agreement with the South Alabama Regional Planning Commission for aid in the financing of a Section 5310 transportation assistance project.

Adopted this 6<sup>th</sup> day of October, 2020

Signature: /s/ Tom Williams  
Tom Williams, Mayor

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

With no further business to come before Council, Councilmember Black made a motion to adjourn the meeting. Councilmember Skelton seconded the motion and the meeting adjourned at 7:40 P.M.

\_\_\_\_\_  
Mayor Tom Williams

\_\_\_\_\_  
Councilmember Randy Little

\_\_\_\_\_  
Councilmember Mike Butler

\_\_\_\_\_  
Councilmember Jason Skelton

\_\_\_\_\_  
Councilmember Allison Reese

\_\_\_\_\_  
Councilmember Bill Black

ATTEST: \_\_\_\_\_  
City Clerk