

**WESTOVER CITY COUNCIL  
MINUTES  
October 5, 2021**

The meeting of the Council of the City of Westover, Alabama was held in the City Hall in Westover, Alabama at 6:30 p.m. on October 5, 2021.

**Call To Order**

Mayor Riggins called the meeting to order.

**Roll Call** – Clerk Meacham

Upon roll call, the Mayor declared a quorum present and the regular session opened for transaction of business.

**In Attendance:** Mayor Larry Riggins & Councilmembers: Roberta Stamp, Wayne Jones, Susan Lane & Dr. Jay Crisman

**Absent:** Councilmember Annette Tyler

**Invocation:** The invocation was given by Mayor Riggins.

**Pledge of Allegiance:** The Pledge was led by Mayor Riggins.

**COMMUNICATIONS**

Mayor Riggins reported the 2022 Budget was distributed in the pre-meeting that the Council has adopted. The 2022 Budget is now a matter of public record. Anyone requesting a copy please see the City Clerk to complete a request for public documents form.

Mayor Riggins announced the Music In The Park Seniors Event will be held Wednesday, October 13, 2021 at 10:00 a.m. The musicians James & James will be performing and lunch will be provided.

**READING AND APPROVAL OF MINUTES OF PREVIOUS MEETING**

The Pre-Meeting minutes of September 21, 2021 were presented for adoption.

A motion was made by Councilmember Susan Lane to adopt the pre-meeting minutes of September 21, 2021.

A second was made by Councilmember Wayne Jones.

The Pre-Meeting minutes of September 21, 2021 were adopted unanimously as presented.

The Regular Meeting minutes were presented for adoption.

A motion was made by Councilmember Roberta Stamp to adopt the Regular meeting Minutes of September 21, 2021.

A second was made by Councilmember Susan Lane.

The Regular meeting minutes of September 21, 2021 were adopted unanimously as presented.

**TREASURER’S REPORT**

Mayor Riggins reported that the September 2021 Treasurer’s Report will be presented at our next Council meeting.

**REPORTS OF STANDING COMMITTEES:**

A BUSINESS DEVELOPMENT/PUBLIC SAFETY - Councilmember Susan Lane  
Business Development - The Westover Business Alliance luncheon will be held Thursday, October 28, 2021 at Chelsea Church of Westover (CCW) from 12:00 Noon – 1:00 p.m. The luncheon will open at 11:30, the keynote speaker will be Mayor Riggins, sharing the State of Westover. The Business Spotlight will be the Chelsea Church of Westover. Bring your business cards and be ready to network.

Follow the Westover Business Alliance Facebook page for future announcements.

The “Our Westover” digital newsletter is in progress, so be on the lookout for it.

Public Safety - Shelby County sheriff’s department has cancelled the National Night Out tonight due to the weather. Be on the lookout for a date to reschedule this event.

B. EDUCATION/PUBLIC RELATIONS – Councilmember Annette Tyler – Absent  
Education – No Report

Public Relations – No Report

C. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler - Absent  
Library – No Report

Senior Program – The Seniors will host, “Music In The Park” on Wednesday, October 13, 2021 at 10:00 a.m. and lunch will be provided.

D. ANNEXATION AND ZONING – Councilmember Wayne Jones –  
Annexation – No projects at this time.

Zoning – No Report

E. PUBLIC HEALTH & SAFETY - Councilmember Dr. Jay Crisman  
Public Health – Councilmember Dr. Crisman reported that the COVID testing numbers have declined.

October is Breast Cancer Awareness Month for more information go to [nationalbreastcancer.org](http://nationalbreastcancer.org). At our next City Council meeting, everyone please wear pink.

October is also Down Syndrome Recognition month and for more information go to [National Awareness Down Syndrome \(nads.org\)](http://NationalAwarenessDownSyndrome(nads.org)).

F. SUBDIVISIONS & ECONOMIC DEVELOPMENT - Councilmember Roberta Stamp  
Subdivisions – No Report

Economic Development – No Report

**REPORTS OF OFFICERS**

Governmental Utilities Services Corporation - Councilmember Annette Tyler – Absent  
 Mayor Riggins reported that the GUSC Board met and agreed to pay the annual streamflow monitoring from the United States Geological Group for our streamflow into Yellowleaf Creek in the amount of \$15,500.00.

Mayor Riggins discussed the possibility of extending the sewer system across Highway 280 and using funds from the American Rescue Plan Funding Act. This will require a GUSC Board meeting for approval and then sent to the Council for approval. If the subdivision does happen, we will be required to extend sewer system.

Planning Commission – Chairman Ed Stowell reported the Planning Commission approved the third option for Village #2 which includes an option for an 88-acre school site. This site is large enough to accommodate a High School with a football stadium. This gives Mr. Eddleman and the Shelby County Board of Education a few options.

On Monday, October 18, 2021, there will be a special meeting with the Greater Birmingham Regional Planning Commission to get input, data and guidance for revising the Westover Comprehensive Plan. Everyone may notice the advertising signs Planshelby.com, these signs will be displayed in Westover, as well, when the project begins in April 2022. The Planning Commission is planning ahead for this project and Commissioner Robin Smith will be the Westover Representative.

The Planning Commission does have a vacant Commissioner position.

Attorney – Mr. William Justice – Absent

Board of Zoning – Chairman Stephen Floyd – Absent

Fire Department – Chief Woodley – Distributed report.

<b>WESTOVER MUNICIPAL FIRE DEPARTMENT</b>		
<b>CALL TYPE</b>	<b>SEPTEMBER 2021</b>	<b>SEPTEMBER 2020</b>
Structure Fires	0	0
Vehicle Fires	0	0
Brush/Woods Fires	0	0
Medical Complaints	21	21
Vehicle Accidents	0	3
Assists	2	2
Alarms	3	5
<b>TOTAL</b>	<b>26</b>	<b>31</b>

Chief Woodley reported extrication equipment has been ordered from the FEMA grant through a national procurement purchasing contract. We are finalizing the specs for the turnout gear and air pack grant.

The surplus rescue unit issue is more than a battery and the problem is unknown. We will move forward selling it as an inoperative vehicle which will reduce the revenue expected for its surplus sale.

No acceptance or denial on the fire truck portion of the grant as of Friday, October 1, 2021.

All hires for the third spot on his staff have not been completed. He has one position to fill. There is no start date for the other two due to the lack of sleeping arrangements.

The furnishings cost (minus appliances) has been provided for the new station. We need approval on these items to purchase the additional bed and mattress for the third firefighter to begin working.

The Fire Station interior construction has entered the finishing stages. A projected completion date has been requested from the builder with no response received as of yet.

Mayor Riggins stated the furnishings list be presented to Council tonight. The lockers are the most expensive item estimated at a cost of \$8000.00. The budget amount is \$20,000.00 for these furnishings. The furnishings list consists of: Beds, lockers, stove, refrigerator, microwave, computer and desk for Fire Chief, as he is using his personal I-pad for Fire Department business.

Mayor Riggins and Council agreed for Chief Woodley to purchase a bed to accommodate sleeping arrangements for a firefighter, desk/computer that will be on the Westover server and to order lockers since there is a prolonged date of arrival.

**OLD BUSINESS:**

Update - Mt Tabor Annex – Mayor Riggins reported a cleaning service is needed for Mt. Tabor Annex on a regular basis.

Update - Fire Department Construction Project Status – Fire Chief Woodley reported the Engineer approved the Sprinkler System for the Fire Department building.

**NEW BUSINESS:**

A Proclamation for Rail Safety week was signed at Vincent Middle High School with the Mayors from Westover, Vincent and Harpersville. Councilmember Susan Lane read the proclamation and thanked all three Mayors for signing the proclamation.

Mayor Riggins discussed the schedule of annual donations to Vincent Middle High School and King's Home.

Chief Woodley plans to check the inoperable Rescue Engine again and will possibly be able to list for sale next week.

**READING OF PETITIONS, APPLICATIONS, COMPLAINTS, APPEALS, COMMUNICATIONS, ETC.:** None

**MOTIONS, RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS:**

Mayor Riggins reported that Jerry South, Engineer, South & Associates has merged his Company with Gonzalez – Strength & Associates Inc. A motion is needed to continue with Jerry South, as our City Engineer and that Billing would come under their letterhead.

A motion was made by Councilmember Roberta Stamp to continue Jerry South, as our City Engineer, who is now affiliated with Gonzalez - Strength & Associates, Inc.

A second was made by Councilmember Susan Lane.

The motion to continue Jerry South, as our City Engineer, who is now affiliated with Gonzalez – Strength & Associates, Inc. was approved unanimously.

**COUNCIL COMMENTS –**

Councilmember Susan Lane stated she verified the CSX railroad emergency phone number provided to citizens to report a train blocking the crossing now directs to a website. Susan will get in touch with the CSX railroad.

Chief Woodley and Mayor Riggins have been working with Vincent and Harpersville to solve ambulance issues by grouping together for the same ambulance service. This has been a county wide problem. South East Shelby ambulance service is the current company being considered. The County will help fund the coverage of ambulance service.

Councilmember Susan Lane will be sworn in as a Associate Member for the Fraternal Order of Police.

Councilmember Wayne Jones stated that the six site lights have been installed at Highway 280 & County Road 55 on new light poles.

**ADJOURNMENT:**

A motion was made by Councilmember Roberta Stamp to adjourn.

A second was made by Councilmember Susan Lane.

The meeting adjourned at 7:18 p.m.

Submitted by,

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Larry Riggins, Mayor

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Bonnie Meacham, City Clerk - Treasurer

**WESTOVER CITY COUNCIL  
MINUTES  
October 19, 2021**

The meeting of the Council of the City of Westover, Alabama was held in the City Hall in Westover, Alabama at 6:30 p.m. on October 19, 2021.

**Call To Order**

Mayor Riggins called the meeting to order.

**Roll Call** – Clerk Meacham

Upon roll call, the Mayor declared a quorum present and the regular session opened for transaction of business.

**In Attendance:** Mayor Larry Riggins & Councilmembers: Roberta Stamp, Annette Tyler, Wayne Jones & Susan Lane

**Absent:** Dr. Jay Crisman

**Invocation:** The invocation was given by Mayor Riggins.

**Pledge of Allegiance:** The Pledge was led by Mayor Riggins.

**COMMUNICATIONS**

Mayor Riggins announced that Annual Donations are planned to be presented at the next City Council meeting to be held Tuesday, November 2, 2021. A donation to the King's Home and a donation to Vincent Middle High School will be presented.

Mayor Riggins stated as discussed in the pre-meeting, a Special Called Council Workshop Meeting will be held Monday, October 15, 2021 at City Hall beginning at 6:00 p.m. to discuss the request of a donation for Athletic improvements for Chelsea High School.

**READING AND APPROVAL OF MINUTES OF PREVIOUS MEETING**

The Pre-Meeting minutes of October 5, 2021 were presented for adoption.

A motion was made by Councilmember Susan Lane to adopt the pre-meeting minutes of October 5, 2021.

A second was made by Councilmember Wayne Jones.

The Pre-Meeting minutes of October 5, 2021 were adopted unanimously as presented.

The Regular Meeting minutes of October 5, 2021 were presented for adoption.

A motion was made by Councilmember Susan Lane to adopt the Regular meeting Minutes of October 5, 2021.

A second was made by Councilmember Roberta Stamp.

The Regular meeting minutes of October 5, 2021 were adopted unanimously as presented.

### **TREASURER'S REPORT**

Mayor Riggins discussed in pre-meeting the September 2021 Treasurer's Year End Report for September 30, 2021.

A motion was made by Councilmember Susan Lane to adopt the September 2021 Year End Treasurer's Report.

A second was made by Councilmember Annette Tyler.

The September 2021 Treasurer's Year End Report were adopted unanimously.

### **REPORTS OF STANDING COMMITTEES:**

- A. BUSINESS DEVELOPMENT/PUBLIC SAFETY - Councilmember Susan Lane  
Business Development – The Westover Business Alliance luncheon will be held Thursday, October 28, 2021 at Chelsea Church of Westover (CCW) at their new location from 12:00 Noon – 1:00 p.m. The luncheon will open at 11:30, keynote speaker will be Mayor Riggins and he will share the State of Westover. The business spotlight is Chelsea Church of Westover. Bring business cards and be ready to network.

Also, there will be a ribbon cutting ceremony at Clinkscapes Surveyors located on Highway 280 to be held on Thursday, October 28, 2021 at 2:00 p.m. Please join us as we welcome them to the City of Westover.

Follow the Westover Business Alliance Facebook page for future announcements.

Our Westover digital newsletter Fourth Edition has been sent out.

Public Safety - Shelby County Sheriff's department has cancelled "National Night Out" due to the weather. Be on the lookout for a date to reschedule this event.

The CSX railroad is in our area working on tracks.... Please remember "see tracks think train".

- B. EDUCATION/PUBLIC RELATIONS – Councilmember Annette Tyler –  
Education – No Report

Public Relations – The Shelby County Chamber is accepting nominations for "Shelby County Diamond Awards" program. The extended deadline is tomorrow, October 20, 2021. Nomination packets are available online at [www.shelbychamber.org](http://www.shelbychamber.org) The 2021 nomination categories are: Non-Profit Organization of the Year, Public Servant of the Year and Citizen of the Year.

State of the County Community Luncheon will be held October 27, 2021 which is Governmental Affairs workgroup at the Pelham Complex and Ice Arena and will begin at 11:00 a.m. for business networking and the meeting will begin at 11:30 a.m. The guest

speaker will be Chad Scoggins, Shelby County Manager, who will speak on the 2021 Progress of Shelby County and what is planned for Shelby County in 2022.

The Shelby County Chamber will host "Tee It Up Fore" Golf Tournament on October 28, 2021 to raise funds for scholarships and career readiness initiatives. For more information go to [www.shelbychamber.org](http://www.shelbychamber.org).

C. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler  
Library – No Report

Senior Program – Councilmember Annette Tyler commented the "Music In The Park" event had a great turnout. Mayor Riggins, Councilmembers Wayne Jones and Roberta Stamp attended. There were two different centers that brought citizens. A special "thank you" to Mayor Riggins, Councilmember Roberta Stamp and Juno Manning, Planning & Zoning Clerk for helping make this event a success.

D. ANNEXATION AND ZONING – Councilmember Wayne Jones  
Annexation – No Report

Zoning – Councilmember Wayne Jones and Mayor Riggins are working with a company on a sign placement on Highway 280 and is on hold at the present time.

E. PUBLIC HEALTH & SAFETY - Councilmember Dr. Jay Crisman - Absent  
Public Health – No Report

F. SUBDIVISIONS & ECONOMIC DEVELOPMENT - Councilmember Roberta Stamp  
Subdivisions – No Report

Economic Development – No Report

**REPORTS OF OFFICERS**

Governmental Utilities Services Corporation - Councilmember Annette Tyler – No Report

Planning Commission – Chairman Ed Stowell – Absent

Councilmember Wayne Jones reported a meeting was held Monday, October 18, 2021 at City Hall with the Westover Planning Commission and Lindsey Puckett, a speaker with the Regional Planning Commission of Greater Birmingham. Lindsey Puckett presented a proposal for amending other projects and suggestions for the City of Westover's comprehensive plan. If it is decided to hire RPCGB the cost of the project will be 80% from the Regional Planning Commission and 20% from the City of Westover. The Planning Commission will be receiving more information to review. The City Council will need to attend some of the Planning Commission work sessions to be up-to-date.

Councilmember Annette Tyler asked if the entire Westover Zoning & Comprehensive Plan will be completely revised. Councilmember Wayne Jones replied that this is being discussed at the meetings and no decision has been made. Mayor Riggins replied that the present Comprehensive Plan is fifteen years old.



Attorney – Mr. William Justice – Absent

Mayor Riggins will contact William Justice, Attorney, and request he attend our Special Called workshop meeting Monday, October 25, 2021 at City Hall beginning at 6:00 p.m., or an Associate attend.

Board of Zoning – Chairman Stephen Floyd – Absent

Fire Department – Chief Woodley – Absent

**OLD BUSINESS:**

Update - Mt Tabor Annex – Mayor Riggins reported a cleaning service is needed for Mt. Tabor Annex on a regular basis we will be getting quotes for the cleaning this week.

Update - Fire Department Construction Project Status – The installation of the sprinkler system will begin tomorrow, Wednesday, for the fire department building and when complete, then the drywall and floors can be completed. There is a problem getting concrete at the present time to finish concrete area.

**NEW BUSINESS:**

As discussed in the pre-meeting there is a need to transfer money from three bank accounts.

Mayor Riggins read a motion to move the following bank balances from existing bank accounts to the Capital Improvement bank account:

Storm Shelter Bank Account	\$ 4,723.92
Management Bond Income Willow Oaks –	\$ 8,338.03
Management Bond Villages of Westover -	<u>\$ 1,014.00</u>
Total Amount	\$14,075.95

This amount of \$14,075.95 will be transferred from the Storm Shelter, Management Bond Income Willow Oaks and Management Bond Villages of Westover into our Capital Improvement bank account and after the transfer of funds the three bank accounts will be closed.

A motion was made by Councilmember Annette Tyler to approve the stated motion by Mayor Riggins.

A second was made by Councilmember Wayne Jones.

The motion to approve the transfer of funds from the Storm Shelter, Management Bond Income Willow Oaks and Management Bond Villages of Westover bank accounts to Capital Improvement bank account in the amount of \$14,075.95 and after the transfer of funds, the three bank accounts will be closed, was approved unanimously.

**READING OF PETITIONS, APPLICATIONS, COMPLAINTS, APPEALS,  
COMMUNICATIONS, ETC.:** None

**MOTIONS, RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS:**

**COUNCIL COMMENTS**

Councilmember Roberta Stamp commented, the Music In The Park event was fun and she enjoyed talking to the citizens.

Councilmember Susan Lane thanked everyone for wearing Pink in honor of Breast Cancer Awareness month.

**ADJOURNMENT:**

A motion was made by Councilmember Wayne Jones to adjourn.

A second was made by Councilmember Susan Lane.

The meeting adjourned at 6:53 p.m.

Submitted by,

\_\_\_\_\_  
Larry Riggins, Mayor

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Bonnie Meacham, City Clerk - Treasurer