

**Westover City Council  
MINUTES  
February 16, 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 February 16, 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 (City Hall in Person) were:** Mayor Larry Riggins, Councilmembers: Annette Tyler, Wayne Jones, Roberta Stamp

Mayor Riggins declared a quorum present in the Westover City Hall Chamber.

**Attendance: Via Zoom Meeting**

Councilmembers: Susan Lane, Dr. Jay Crisman and Bonnie Meacham, City Clerk – Treasurer

**Absent:** None

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

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

**COMMUNICATIONS**

Mayor Riggins stated weather conditions were not as bad as predicted and glad everyone was safe.

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

The February 2, 2021, meeting minutes were presented.

A motion was made by Councilmember Roberta Stamp to adopt the minutes of February 2, 2021 as presented.

A second was made by Councilmember Annette Tyler.

The minutes of February 2, 2021 were adopted unanimously as presented.

## **TREASURER'S REPORT**

The January 2021 Treasurer's Report was presented for adoption. Mayor Riggins explained the Net Ordinary Income vs. Over Budget. Explanation given and will clear the Over Budget amount. The Budget will be amended with the Council's approval at a later date.

Councilmember Wayne Jones asked if the Alabama Power Franchise fees were more or less this year and Mayor Riggins replied they were less than last year.

Clerk Meacham to send a smaller version copy of the report to Councilmember Dr. Crisman and Councilmember Susan Lane.

Mayor Riggins stated that the Treasurer's Report for January 2021 will be presented at the next meeting for Council approval.

## **REPORTS OF STANDING COMMITTEES:**

### **A. BUSINESS DEVELOPMENT/PUBLIC SAFETY - Councilmember Susan Lane -**

Business Development – The next Westover Business Alliance Luncheon will be held Thursday, April 22, 2021 from 12:00 Noon – 1:00 p.m. at Rockhurst Farm. This is an outdoor venue and COVID 19 precautions will be in place.

April 22, 2021 is also Earth Day... More details to be announced.

"Keep it Local, it Matters"

Public Safety - The CSX Railroad wants me to remind citizens please do not go around the crossing gates when down and stop when the crossing signals are on.

Stephen Hart with Colonial Pipeline reached out to me and I will be attending a virtual briefing in the next several weeks. I look forward to meeting them and hearing about their briefing objectives.

### **B. EDUCATION/PUBLIC RELATIONS – Councilmember Annette Tyler**

Education – The Alabama League of Municipalities Convention will be held May 12– 15, 2021 at the Von Braun Center in Huntsville. Go to the Alabama League of Municipalities website for Hotel and registration information. Email your Hotel recommendations to Clerk Meacham to book rooms.

Public Relations – None

C. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler

Library – The Directors meeting was cancelled today due to the weather.

Senior Program – No Report

D. ANNEXATION AND ZONING – Councilmember Wayne Jones

Annexation – No Report

Zoning – The Church of Chelsea Westover has submitted a Sign approval and will report the approval or denial at a later date.

E. PUBLIC HEALTH & SAFETY - Councilmember Dr. Jay Crisman

Public Health – Due to the weather, check on pets and the elderly. Take precautions regarding COVID 19 virus it is still active.

Vaccine – Encourage everyone to get the vaccine.

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

**REPORTS OF OFFICERS**

- Governmental Utilities Services Corporation - Councilmember Annette Tyler – No Report
- Planning Commission – Chairman Ed Stowell – Absent  
Mayor Riggins shared that Eddleman Properties will be at the next Planning Commission meeting and will be presenting Village 2 with conceptual amendments to the master plan, No Engineering on Village 2 but have turned in all their Village 1 Engineering paperwork. The Planning Commission will be held at Westover City Hall. No public meetings will be held at Mt. Tabor until the completion of the ADA Bathroom.

Mayor Riggins has a request from Mark Brasher, Developer, who has submitted conceptual drawings at corner of Highway 51 Northwest and Highway 280 with over 50 acres and plans to build a subdivision with 208 homes. This will require a traffic study and a Shelby County permit. If approved with Planning Commission will require rezoning and preliminary plat.

The Planning Commission will be busy with all the development occurring.

Attorney – Mr. William Justice – Absent

- Board of Zoning Adjustments - Chairman Stephen Floyd – Absent
- Westover Fire Department - Chief Micah Woodley  
Chief Woodley thanked the Council for approving of the Personal Protective Fire Gear Plan to finance new gear over a seven-year period.

February Fire Department Responses to date.

Structure Fires	1(Vincent)
Vehicles Fires	0
Brush/Wood Fires	0
Medical Complaints	8
Vehicle Accidents	0
Assists	0
<u>Alarms</u>	<u>1</u>
TOTAL	10

On February 3, 2021, the fire truck donation from Vestavia was completed and paperwork filed with the Department of Motor Vehicles to transfer ownership on the title. We are working on a few small repairs and updates before placing it in service as the front-line fire engine.

The purchase contract for personal protective gear has been established with Sunbelt Fire, Inc. and ordering will begin early March 2021.

The FEMA AFG Grant application period has closed with anticipated awards in May-June 2021.

The 2002 Chevrolet Tahoe surplus sale was not completed due to the bid not reaching the reserve. It has been relisted and has reached the reserve price as of February 16, 2021, of \$1500.00 with a set end date of February 19, 2021.

The Department of Motor Vehicles would not accept the court order to process the involuntary transfer of the vehicle titles from the volunteer department and rejected the title applications on February 9, 2021. A request has been made to amend the court order with the vehicle VIN's to meet the DMV requirement.

No update on the 1986 Hoover Fire Truck title. Awaiting more information from a DMV meeting on February 3, 2021.

**OLD BUSINESS:**

The Fire Department Architect plans were presented to the Council by Mayor Riggins. The plan includes an ADA bathroom and laundry room in the back area.

Councilmember Wayne Jones asked if the Fire Department addition will be steel and metal and Mayor Riggins answered it will be steel with metal siding. This will be presented at the next City Council meeting as a Resolution.

Councilmember Wayne Jones asked what the cost would be to concrete all the front area. Chief Woodley stated around \$60,000.00 or more.

Part-Time Clerk Hiring Status – Mayor Riggins has two applicants that have applied for the Planning and Zoning Clerk position. Mayor Riggins would like permission to move forward to hire new Planning and Zoning Clerk at the hourly rate of \$13.00.

2020 Statement of Economic Interests – [www.ethics.alabama.gov](http://www.ethics.alabama.gov) is the website to complete your form and the deadline is March 1, 2021. Go ahead and complete the form as soon as possible.

**NEW BUSINESS:**

A motion was made by Councilmember Wayne Jones to give Mayor Riggins authority to go ahead and hire for the new Planning and Zoning Clerk at a hourly rate of \$13.00 per hour.

A second was made by Councilmember Annette Tyler.

The motion was passed unanimously.

Painting of Mt. Tabor Fellowship Hall and 3 Classrooms Quote – A quote was submitted to Councilmembers from Platinum Painting. This quote is to repair the ceilings in all three rooms that are by the Fellowship Hall. Paint walls, ceilings and trim in all three rooms and walls and trim in Fellowship Hall. The Labor and material cost is \$2440.00.

A motion was made by Councilmember Roberta Stamp to approve Platinum Painting quote as presented for the Fellowship Hall and 3 Classrooms at Mt. Tabor Annex.

A second was made by Councilmember Wayne Jones.

The approval for the Platinum Painting was unanimously.

Phase 1 - Remodeling of Mt. Tabor Plan

Quotes for bathroom and side door entryway was presented. The low quote was submitted by Todd Destafino, THOBACO, LLC, to remodel the Mt. Tabor bathroom to meet ADA compliant requirements for \$14,415.00.

A motion was made by Councilmember Wayne Jones to accept the quote from Todd Destafino, THOBCO, LLC and to be remodeled in a timely manner.

A second was made by Councilmember Annette Tyler.

The approval for the quote from Todd Destafino, THOBCO, LLC, was unanimous.

Mt. Tabor Front Door –It was decided to purchase a door and replace with a 48 inch larger, ADA compliant commercial steel door with glass.

A motion was made by Councilmember Annette Tyler to approve the purchase of the front door and negotiate pricing with Todd Destafino, THOBCO, LLC.

A second was made by Councilmember Wayne Jones.

The approval of purchasing a door with a 48 inch larger, ADA compliant commercial steel door with glass for \$3200.00 or less was unanimous.

#### Computer Management Changes

A motion to give Mayor Riggins authority to terminate our contract with IT In A Box and hire Cahaba Valley Computers as our Computer Management Company. Our contract with IT In A Box has been breached. Our email addresses may have to be changed because IT In A Box has control of our current email. William Justice, Attorney, believes we can get out of our contract and immediately stop paying their invoices.

A motion was made by Councilmember Annette Tyler to change from IT In A Box to Cahaba Valley Computer as our Computer Management Company.

A second was made by Councilmember Roberta Stamp.

The approval to change from IT In A Box to Cahaba Valley Computers as our Computer Management Company was unanimous.

Mayor Riggins discussed the need to register for the Alabama League of Municipalities Convention. Contact Clerk Meacham for register and hotel arrangements. Registration must be complete to book Hotel accommodations.

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

**MOTIONS, RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS:**  
None

**COUNCIL COMMENTS**

Councilmember Annette Tyler announced the retirement of Reggie Holloway and that that Shelly Davis will be the new Manager for Community Services and events.

**ADJOURNMENT:**

A motion was made by Councilmember Roberta Stamp to adjourn the meeting.

A second was made by Councilmember Annette Tyler.

Motion passed and meeting was adjourned at 7:26 P.M.

Submitted by,

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Larry Riggins, Mayor

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Bonnie Meacham, City Clerk - Treasurer