



**WESTOVER CITY COUNCIL
MINUTES
June 6, 2023**

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 June 6, 2023.

Call To Order

Mayor Riggins called the meeting to order.

Roll Call – Clerk Meacham

Upon roll call, 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 and Annette Tyler.

Absent

Councilmember Dr. Jay Crisman

Invocation

The invocation was given by Mayor Riggins.

Pledge of Allegiance

The Pledge was led by Mayor Riggins.

COMMUNICATIONS

READING AND APPROVAL OF MINUTES OF THE PREVIOUS MEETING

The pre-meeting minutes of May 16, 2023 were presented for adoption.

A motion was made by Councilmember Susan Lane to adopt the pre-meeting minutes of May 16, 2023.

A second was made by Councilmember Annette Tyler.

The pre-meeting minutes of May 16, 2023 were adopted unanimously as presented.

The regular meeting minutes for May 16, 2023 were presented for adoption.

A motion was made by Councilmember Susan Lane.

A second was made by Councilmember Annette Tyler.

The May 16, 2023 regular meeting minutes were adopted unanimously as presented.

TREASURER'S REPORT

The 2023 April Year-To-Date Treasurer's report was distributed in pre-meeting.

A motion was made by Councilmember Susan Lane to adopt the 2023 April Year-to-Date Treasurer's Report.

A second was made by Councilmember Wayne Jones.

The 2023 April Year-to-Date Treasurer's report was adopted unanimously.

The June 6, 2023 bank balances were distributed in pre-meeting.

The May 2023 Building Inspector's Report was distributed in pre-meeting.

REPORTS OF STANDING COMMITTEES

- A. BUSINESS DEVELOPMENT/PUBLIC SAFETY – Councilmember Susan Lane
Business Development – The Westover Business Alliance luncheon will be held Thursday, July 27, 2023. Details to be announced. "Like" and "Follow" the Westover Business Alliance page on Facebook.

"Keep it Local, it matters"

Newsletter- Mayor Riggins working on the front page article for the next Newsletter.

Public Safety – ADEM Announces Burn Ban

The Alabama Department of Environmental Management is reminding Alabamians of the Open Burning Ban going into effect for twelve counties.

The ban, which is designed to protect air quality, is effective from May through October and includes the following counties:

Baldwin	Mobile
Dekalb	Montgomery
Etowah	Morgan
Jefferson	Russell
Lawrence	Shelby
Madison	Talladega

A "Drought" Emergency is commonly called a "No Burn Order" and prohibits any outdoor burning, including any prescribed burns, camp fires and trash fires.

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

Public Relations – Shelby County Chamber of Commerce will host the following:
Network 280 at Equity Homebuilders, LLC located at Chelsea Corners on Thursday,
June 8, 2023 from 4:30 p.m. – 6:00 p.m.

"Career Fair" will be held Tuesday, June 13, 2023 from 11:30 a.m. – 1:00 p.m. at the
Jefferson State College – Hoover/Pelham Campus.

"Go & Grow" Luncheon will be held Tuesday, June 20, 2023 from 11:30 a.m. – 1:00
p.m. Pelham Civic Complex.

The June Community "Health Care Professionals of the Year" luncheon will be held
Wednesday, June 28, 2023 from 11:00 a.m. – 1:00 p.m. at the Pelham Civic Complex.

Mayor Riggins announced the "Washington Update Luncheon" featuring U. S. Senator
Tommy Tuberville will be held Tuesday, June 27, 2023 from 11:00 a.m. – 1:00 p.m. at
the Pelham Civic Complex. Mayor Riggins will register each Councilmember attending
this luncheon. Councilmembers Susan Lane, Annette Tyler and Roberta Stamp stated
they would be attending.

B. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler
Library – The new books have arrived and are being checked out.

Seniors – The Seniors continue to meet on Wednesdays at Mt. Tabor Annex for lunches
and/or projects. Anyone 55 or older are welcome to attend.

C. ANNEXATION AND ZONING – Councilmember Wayne Jones
There is a zoning situation that is being processed and plan to meet with the
homeowners soon.

The Yellowleaf estates subdivision have sold four homes.

D. PUBLIC HEALTH & SAFETY - Councilmember Dr. Jay Crisman – Absent

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

REPORTS OF OFFICERS

Governmental Utilities Services Corporation - Councilmember Annette Tyler – No Report

Planning Commission – Chairman Randy Wiggins – Absent

The Planning Commission is working on definitions and different areas of Zoning.

Councilmember Wayne Jones reported the Planning Commission is working on Zoning Map and definitions and possible annexations are in progress.

Attorney – Mr. William Justice – Absent

Board of Zoning – Chair Pro Tem Jeff Muzer – Absent

Councilmember Roberta Stamp announced the next Board of Zoning work session will be held Thursday, June 8, 2023 and plan to elect officers.

Westover Fire Department - Chief Micah Woodley distributed a handout with details of the Fire Department Response calls and the following items.

Fire Chief Woodley reported the Fire Engine Project. The 1996 E-One Fire Truck has been removed from service and asked the Council for approval to declare it surplus and to list on GovDeals.com.

A new vendor (EPR) reporting software for the Fire Department has offered a discounted group rate. The first year cost will be \$9375.00 including fees and then the annual fee will be \$5390.00.

A new Fire Department detailed pay scale increase was distributed in the pre-meeting.

The FEMA AFG Grants selection process for the FY22 is expected to begin shortly and go through September 2023.

OLD BUSINESS

Mayor Riggins gave an update for the Westover City Hall and Westover Fire Department Phone System.

Mayor Riggins reported the new City of Westover website launched live today.

NEW BUSINESS –

Amend Budget Account #8055.10 in the amount of \$144,929.72 for City Hall mortgage payoff.

Amend Budget Account #8380.21 from \$10,000.00 to \$75,000.00 for Mt. Tabor Annex repair.
An increase of \$65,000.00

Fire Department Pay Scale Increase.

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

MOTIONS, RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS - None
Mayor Riggins asked for a motion to amend the 2023 Fiscal Year Budget for line item #8055.10 Debt Retirement in the amount of \$144,929.72 the City Hall mortgage payoff.

A motion was made by Councilmember Susan Lane to amend the 2023 Fiscal Year Budget line item #8055.10 Debt Retirement in the amount of \$144, 929.72 for the City Hall mortgage payoff.

A second was made by Councilmember Wayne Jones.

The motion to amend the 2023 Fiscal Year Budget line item #8055.10 Debt Retirement in the amount of \$144,929.72 for the City Hall mortgage payoff was approved unanimously.

Mayor Riggins asked for a motion to amend the 2023 Fiscal Year Budget line item #8380.21 Capital Expenses for Mt. Tabor Annex from \$10,000.00 to \$75,000.00 for the Mt. Tabor Annex repair an increase of \$65,000.00.

A motion was made by Councilmember Roberta Stamp to amend the 2023 Fiscal Year Budget line item #8380.21 Capital Expenses for Mt. Tabor Annex from \$10,000.00 to \$75,000.00 for the Mt. Tabor Annex repair.

A second was made by Councilmember Annette Tyler.

The motion to amend the 2023 Fiscal Year Budget line item #8380.21 Capital Expenses for Mt. Tabor Annex from \$10,000.00 to \$75,000.00 for the Mt. Tabor Annex repair was approved unanimously.

Mayor Riggins asked for a motion to approve the 2022 Fiscal Year Audit results.

A motion was made by Councilmember Susan Lane to approve the 2022 Fiscal Year Audit results.

A second was made by Wayne Jones.

The motion to approve the 2022 Fiscal Year Audit results was approved unanimously.

Mayor Riggins asked for a motion to declare as surplus the 1996 E-One Fire Truck for the Westover Fire Department.

A motion was made by Councilmember Susan Lane to declare as surplus the 1996 E-One Fire Truck for the Westover Fire Department.

A second was made by Councilmember Wayne Jones.

The motion to declare as surplus the 1996 E-One Fire Truck for the Westover Fire Department was approved unanimously.

Councilmember Wayne Jones asked if the surplus funds from the sale of the E-One Engine will go to the Westover Fire Department and Mayor Riggins replied, yes.

Mayor Riggins asked for a motion to approve the Fire Department Data Reporting from vendor EPR for the amount of \$9,375.00 for the first-year implementation. The annual fee will be \$5,390.00.

A motion was made by Councilmember Susan Lane to approve Fire Department Data Reporting from vendor EPR for the amount of \$9,375.00 for the first- year implementation. The annual fee will be \$5,390.00.

A second was made by Councilmember Roberta Stamp.

The motion to approve Fire Department Data Reporting from vendor EPR for the amount of \$9375.00 for the first-year implementation with the annual fee of \$5,390.00 was approved unanimously.

Mayor Riggins asked for a motion to approve the Fire Department new 2023 Pay Scale, as presented by Fire Chief Woodley.

A motion was made by Councilmember Susan Lane to approve the new 2023 Fire Department Pay Scale.

A second was made by Councilmember Annette Tyler.

The motion to approve the new Westover Fire Department 2023 pay scale was approved unanimously.

Councilmember Wayne Jones asked when new Fire Department pay scale is effective and Mayor Riggins replied, the next pay period and will be effective June 17, 2023.

COUNCIL COMMENTS - None

Adjournment

A motion was made by Councilmember Roberta Stamp to adjourn.

A second was made by Councilmember Susan Lane.

The motion to adjourn was passed unanimously.

The meeting was adjourned at 7:15 p.m.

Submitted by,

Larry Riggins, Mayor

Bonnie Meacham, City Clerk - Treasurer