

**WESTOVER CITY COUNCIL
MINUTES
November 1, 2022**

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 November 1, 2022.

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, Dr. Jay Crisman and Susan Lane.

Absent

None

Invocation

The invocation was given by Mayor Riggins.

Pledge of Allegiance

The Pledge was led by Mayor Riggins.

COMMUNICATIONS

Mayor Riggins “thanked” Roberta Stamp for accepting the position as Chairperson for our 2022 Christmas Parade. Mayor Riggins has ordered the signs and will display them after Thanksgiving.

Mayor Riggins discussed with Rick Wright, Pastor of the Church at Chelsea Westover, having our “2023 Westover Day” at their church and Mr. Wright has given us preliminary approval. This would provide more space for parking, vendors and people attending this event.

Mayor Riggins stated there was a great turn out for our “Westover Business Alliance Business Alliance Quarterly Luncheon”.

READING AND APPROVAL OF MINUTES OF THE PREVIOUS MEETING

The pre-meeting minutes of October 18, 2022 were presented for adoption.

A motion was made by Councilmember Roberta Stamp to adopt the pre-meeting minutes of October 18, 2022.

A second was made by Councilmember Susan Lane.

The pre-meeting minutes of October 18, 2022 were adopted unanimously as presented.

The regular meeting minutes for October 18, 2022 were presented for adoption.

A motion was made by Councilmember Susan Lane to adopt the regular meeting minutes of October 18, 2022.

A second was made by Councilmember Annette Tyler.

The October 18, 2022 regular meeting minutes were adopted unanimously as presented.

TREASURER'S REPORT

No Treasurer's Report due to today is the first of the month and bank statements were not available to reconcile.

REPORTS OF STANDING COMMITTEES:

- A. BUSINESS DEVELOPMENT/PUBLIC SAFETY - Councilmember Susan Lane
Business Development – "Thank You" to everyone for attending the Westover Business Alliance luncheon at Rockhurst Farm and partnering with Skiers Marine to support Toys for Tots. A special "Thank You" to Rockhurst Farm for providing the venue, City of Westover food sponsor, speakers Mayor Larry Riggins and Sheriff Samaniego.

The Westover Business Alliance and Chelsea Business Alliance will host their annual collaborative event Thursday, December 1, 2022 at Cat-N-Bird Winery. No charge, bring business cards and be ready to network.

The Vapor Thrift Store in Westover is staying open. You can shop, donate, and volunteer. I'm excited they are staying open!!

Public Safety

The Shelby County Sheriff's office wants me to remind citizens to "hide it, lock it, keep it". The Shelby County Sheriff's Office will have the women's safety course 11/19/2022. Anyone interested in attending this course can apply at <https://sotraining.shelbyal.com/>
Women's Defense Courses

"It's a great day to live in Westover!"

- B. EDUCATION/PUBLIC RELATIONS – Councilmember Annette Tyler
Education – A "Go and Grow" workshop will be held Thursday, November 3, 2022, from 11:30 a.m. – 1:00 p.m. Please make reservations online at the Chamber website.

Public Relations – The Shelby County Chamber is accepting Diamond Award nominations and the event will be held December 1, 2022. The winner will be announced as "Most Outstanding Growth".

A Small Business Financial Stability Work Shop will be held Thursday, November 10, 2022 from 11:30 a.m. – 1:00 p.m. a charge of \$10.00 for chamber members and \$20.00 for future chamber members.

A "25th Annual Prayer Breakfast" will be held Tuesday, November 22, 2022 from 7:30 a.m. – 9:00 a.m. at the Pelham Civic Complex and Ice Arena. Please RSVP online.

- C. LIBRARY AND SENIOR PROGRAM – Councilmember Annette Tyler
Library – Still in the process of replenishing books.

Seniors – No Report

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

- E. PUBLIC HEALTH & SAFETY - Councilmember Dr. Jay Crisman
Councilmember Dr. Jay Crisman reported that November is American Diabetes Awareness month (go to www.Diabetes.org), as well as COPD Awareness Month (go to www.nhlbi.nih.gov).

- 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 – Mayor Riggins reported the Planning Commission had a work session in October 2022 and are continuing to work on zoning uses and definitions. The Planning Commission regular meeting was cancelled last week due to the threat of inclement weather.

Attorney – Mr. William Justice – Absent

Board of Zoning – Chairman Joe Smith – Absent

Councilmember Roberta Stamp reported a Board of Zoning work session is scheduled for Thursday, January 26, 2023 at 6:00 p.m. at City Hall.

Westover Fire Department - Chief Micah Woodley – Absent

Mayor Riggins reported the storage rooms are complete. They are in the process of getting a quote for another storage area.

The Fire Station will be having a "Ribbon Cutting" and "Open House" immediately after our Christmas Parade.

OLD BUSINESS:

Mayor Riggins discussed Ordinance #2022-11-01-1030 Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover, Alabama in our pre-meeting and the verbage from Mr. Justice has been corrected to 1/3% increase in two sections. This will be covered in the Ordinance section.

NEW BUSINESS:

Mayor Riggins discussed in pre-meeting Resolution #2022-11-01-2075 The 2023 Severe Weather Preparedness Tax Holiday February 24 – 26, 2023. This will be read in the Resolution section.

South East Shelby County Emergency Medical Rescue Memorandum of Agreement was discussed in pre-meeting. Mayor Riggins prepared the Memorandum Agreement and sent a copy to Coby Carden for review and has not received a response. The total for 2023 is \$29,952.18 and will be paid quarterly and is a pass through from Shelby County Commission. Mayor Riggins asked the Council to table the South East Shelby County Emergency Medical Rescue Memorandum of Agreement.

A motion to Lay on the Table was made by Councilmember Wayne Jones, the perspective memorandum agreement with South East Shelby County Emergency Medical Rescue Memorandum of Agreement.

A second was made by Councilmember Annette Tyler.

The motion to Lay on the Table the perspective South East Shelby County Emergency Medical Rescue Memorandum of Agreement was unanimous.

Mayor Riggins discussed in the pre-meeting a Mt. Tabor Permission letter from Frankie Osborne requesting use of Mt. Tabor Annex. Ms. Osborne is asking to have a community singing once per month.

Mayor Riggins will prepare a policy with details for the use of Mt. Tabor Annex. A deposit of \$50.00 will be required. Each request for the use of Mt. Tabor Annex will be brought before the Council to review. This policy with details will be sent to the Council to review before our next Council meeting.

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

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

Clerk Meacham read Resolution #2022-11-01-2075 The Severe Weather Preparedness Tax Holiday February 24 – 26, 2023.

Mayor Riggins asked for a motion to adopt Resolution #2022-11-01-2075 The 2023 Severe Weather Preparedness Tax Holiday February 24 – 26, 2023.

A motion was made by Councilmember Susan Lane to adopt Resolution #2022-11-01-2075, The 2023 Severe Weather Preparedness Tax Holiday February 24 – 26, 2023.

A second made by Councilmember Dr. Jay Crisman.

The Resolution #2022-11-01-2075 - 2023 Severe Weather Preparedness Tax Holiday February 24 – 26, 2023, was adopted unanimously.

The City Clerk will send a certified copy of Resolution #2022-11-01-2075 the 2023 Severe Weather Preparedness Tax Holiday February 24 – 26, 2023, to the Alabama Department of Revenue.

The Ordinance #2022-11-01-1030 Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover, Alabama was discussed in pre-meeting. Due to the length of the Ordinance Mayor Riggins asked for unanimous consent from the Council to dispense with reading its entirety.

A motion was made by Councilmember Annette Tyler to suspend the rules for the second reading of Ordinance #2022-11-01-1030 Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover, Alabama.

A second made by Councilmember Wayne Jones.

A Roll Call Vote was taken to suspend the rules:

Councilmember Roberta Stamp - Aye
Councilmember Annette Tyler - Aye
Councilmember Dr. Jay Crisman - Nay
Councilmember Wayne Jones - Aye
Councilmember Susan Lane - Aye
Mayor Riggins – Aye

The rules were not suspended due to non-unanimous vote.

The second reading of the Ordinance will be at the next meeting.

COUNCIL COMMENTS

Councilmember Dr. Jay Crisman spoke stating the reason for voting against the suspension of rules was due to the fact that even though there was a public hearing held, this Ordinance was not presented at the Business Alliance meeting. And he is not sure we have a clear understanding of this Ordinance. He wants the Council to have more time to consider.

Councilmember Annette Tyler announced the City of Harpersville will host a “Harpersville Day Celebration” on Saturday, November 12, 2022 from 8:00 a.m. – 3:00 p.m. at the Harpersville Municipal Park located at 3115 Park Place (right off Sun Valley Road/Highway 79).

Councilmember Annette Tyler announced the Shelby County Community of Hope will be giving free Flu Shots and will set a date for Mt. Tabor Annex.

Adjournment

A motion was made by Councilmember Wayne Jones to adjourn.

A second was made by Councilmember Susan Lane.

The meeting was adjourned at 7:07 p.m.

Submitted by,

Larry Riggins, Mayor

Bonnie Meacham, City Clerk - Treasurer

**WESTOVER CITY COUNCIL
MINUTES
November 15, 2022**

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 November 15, 2022.

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, Dr. Jay Crisman and Susan Lane.

Absent

Councilmember Annette Tyler

Invocation

The invocation was given by Aaron Knight, Pastor Redemption Church & Hargis Christian Camp Director.

Pledge of Allegiance

The Pledge was led by Adrian Riggins, King's Home.

COMMUNICATIONS

Mayor Riggins and Councilmember Susan Lane presented certificates and donations to the following:

Vincent Middle High School – Lauren Yancey, Principal

King's Home – Adrian Riggins, Site Director Boys Campus in Westover

Hargis Christian Camp – Aaron Knight, Pastor – Redemption Church and Hargis Christian Camp Director

READING AND APPROVAL OF MINUTES OF THE PREVIOUS MEETING

The pre-meeting minutes of November 1, 2022 were presented for adoption.

A motion was made by Councilmember Susan Lane to adopt the pre-meeting minutes of November 1, 2022.

A second was made by Councilmember Wayne Jones.

The pre-meeting minutes of November 1, 2022 were adopted unanimously as presented.

The regular meeting minutes for November 1, 2022 were presented for adoption.

A motion was made by Councilmember Susan Lane to adopt the regular meeting minutes of November 1, 2022.

A second was made by Councilmember Wayne Jones.

The November 1, 2022 regular meeting minutes were adopted unanimously as presented.

TREASURER'S REPORT

The October 2022 Treasurer's report was distributed in pre-meeting. The report will be presented at our next Council meeting for a motion.

REPORTS OF STANDING COMMITTEES:

- A. BUSINESS DEVELOPMENT/PUBLIC SAFETY - Councilmember Susan Lane
Business Development – The Westover Business Alliance and Chelsea Business Alliance will host their annual collaborative event Thursday, December 1st at Cat N Bird Winery. No charge, bring business cards and be ready to network.

All information for Our Westover newsletter is needed by the end of this week. The newsletter will go out the first week in December due to Thanksgiving holidays we have limited time.

Public Safety - The Shelby County Sheriff's office wants me to remind citizens to "hide it, lock it, keep it".

The Shelby County Sheriff's Office will have the women's safety course Saturday, November 19, 2022. Seats are available. Anyone interested in attending this course can apply at <https://sotraining.shelbyal.com/> Women's Defense Courses

- 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

Seniors – No Report

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

- E. PUBLIC HEALTH & SAFETY - Councilmember Dr. Jay Crisman
Influenza cases have been reported in our County and State so get your flu shot and follow protocol for COVID as well.

November is American Diabetes Awareness Month for more information go to www.diabetes.org

November is also National COPD Awareness Month for more information go to <https://www.nhlbi.nih.gov/> National Heart, Lung and Blood Institute.

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

REPORTS OF OFFICERS

Governmental Utilities Services Corporation - Councilmember Annette Tyler – Absent
Mayor Riggins reported the Engineering process for the Highway 280 sewer extension design has been submitted to Jerry South, Engineer for review and when it is ready will be presented to the GUSC Board for approval.

Planning Commission – Chairman Ed Stowell – Absent
Mayor Riggins reported a family subdivision plat has been approved administratively for the Champion property dividing a three-acre parcel.

Mayor Riggins met with a developer last week that is interested in building garden homes on the remaining Westervelt Property so there is still interest in Westover for building homes.

The Planning Commission will have their regular meeting next week.

Attorney – Mr. William Justice – Absent

Board of Zoning – Chairman Joe Smith – Absent

Westover Fire Department - Chief Micah Woodley – Absent
Mayor Riggins reported the Fire Department are working to complete all equipment installation and organizing the storage rooms. Mayor Riggins spoke with Kirkpatrick Concrete and they have graciously agreed to donate concrete to the Fire Department.

OLD BUSINESS:

Ordinance #2022-11-01-1030 – An Ordinance Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover. This item will be discussed under our Ordinance section.

The Memorandum of Agreement for South East Shelby County Emergency Medical Rescue Contract was distributed in pre-meeting and was tabled at our last Council meeting. Mayor Riggins asked for a motion to Take from the Table.

A motion was made by Councilmember Susan Lane to take the Memorandum of Agreement for South East Shelby County Emergency Rescue Contract from the Table.

A second was made by Councilmember Dr. Jay Crisman.

Mayor asked if any discussion from the Council and there was no discussion.

The Memorandum of Agreement for South East Shelby County Emergency Rescue Contract from the Table was approved unanimously.

Mayor asked for a motion to ratify the South East Shelby County Emergency Medical Rescue contract.

A motion was made by Councilmember Susan Lane to ratify the South East Shelby County Emergency Medical Rescue contract.

A second was made by Councilmember Dr. Jay Crisman.

Mayor Riggins asked if any discussion from the Council and there was no discussion.

The motion to ratify The South East Shelby County Emergency Medical Rescue contract was approved unanimously.

Mayor Riggins discussed Mt. Tabor Annex Use of Building Policy in pre-meeting and read in detail into these minutes. Mayor Riggins asked for a motion to approve this policy.

Councilmember Wayne Jones requested amending number four of this policy to read, there shall be no Alcohol or Tobacco use of any sort allowed on any part of the property premises.

A motion was made by Councilmember Dr. Jay Crisman to approve the Mt. Tabor Annex Use Policy with the following amendment to number four, "There shall be no Alcohol or Tobacco use of any sort allowed on any part of the property premises".

A second was made by Councilmember Wayne Jones.

The motion to approve the Mt. Tabor Annex Use Policy with the following amendment to number four, "There shall be no Alcohol or Tobacco use of any sort allowed on any part of the property premises" was approved unanimously.

Mayor Riggins stated the Letter from Frankie Osborne requesting the use of Mt. Tabor Annex will need to be approved by the Council.

A motion was made by Councilmember Susan Lane to approve the letter request for the use of Mt. Tabor Annex from Frankie Osbourne.

A second motion was made by Councilmember Roberta Stamp.

The letter request for the usage of Mt. Tabor Annex from Frankie Osbourne was approved unanimously.

NEW BUSINESS: None

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

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

Ordinance #2022-11-01-1030 An Ordinance Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover. The first reading was presented at the last Council meeting and the second reading will be tonight.

A motion was made by Councilmember Roberta Stamp to dispense with the reading of Ordinance #2022-11-01-1030 An Ordinance Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover due to the length of the document and for Clerk Meacham to only read the Title section.

A second was made by Councilmember Susan Lane.

Mayor Riggins asked if there was any discussion and no discussion was given from the Council.

The motion to dispense with the reading of the Ordinance #2022-11-01-1030 An Ordinance Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover due to the length of the document and for Clerk Meacham to only read the Title section was approved unanimously.

Clerk Meacham read the Title Section of Ordinance #2022-11-01-1030 An Ordinance Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover only and to be recorded in these minutes.

Mayor Riggins asked if any discussion from the Council.

Councilmember Susan Lane asked if a Committee will be formed and making the decisions of how the school tax dollars are dispensed. Mayor Riggins replied, a Committee may or may not be formed, if formed the Committee members and rules for this Committee will be decided by the Council. This Committee, if formed, will only make recommendations for School needs to the Council for approval. The Council will make all the decisions on how the school tax dollars are dispensed.

Councilmember Roberta Stamp replied, so the Committee will only be making recommendations and Mayor Riggins replied, yes.

Councilmember Wayne Jones commented this is levying the tax and setting up the conditions.

Councilmember Susan Lane asked if the school tax will be ear marked for certain schools and Mayor Riggins replied all public schools that Westover students attend but does not include private schools.

Councilmember Roberta Stamp said the document states, when Westover has its own school will automatically go to our school.

Councilmember Dr. Crisman asked if this will be pro-rated on the number of students attending Vincent and Chelsea schools.

Mayor Riggins stated the Shelby County Board of Education is willing to give us the number of

students attending Vincent and Chelsea schools. Students will be attending Chelsea Park Elementary, Chelsea Middle and Chelsea High.

Councilmember Susan Lane asked if things change and the students go to school here in Westover, does that mean all the money will go to our Westover school? Mayor Riggins replied, no, because all of our Westover students will not be attending our new school because of attending elementary, middle school and high school.

Councilmember Dr. Crisman stated section A addresses the City Council directing appropriations of the funds is that correct and most of this document is legally written about collections and Mayor Riggins replied, yes. Councilmember Dr. Crisman stated there are some exciting things stated that can be taxed use of entertainment, billboard and all types of things. Where is it written on the proration for the schools? Councilmember Roberta Stamp replied, that it does not look like it is stated in the document but, it will be prorated and decided by the City Council and when we get to that point we can do an ordinance or resolution. Councilmember Dr. Crisman stated that by what is written we only have section 8 as far as being binding. Councilmember Roberta Stamp replied, yes, to start with.

The Council will need to decide if a Committee is needed, if so, who will serve on this Committee and Councilmember Susan Lane stated the Committee members need to be balanced in order to be fair.

A Roll Call Vote on Ordinance #2022-11-01-1030 was taken:

Councilmember Mayor Riggins - Aye
Councilmember Susan Lane - Aye
Councilmember Annette Tyler - Absent
Councilmember Wayne Jones - Aye
Councilmember Roberta Stamp - Aye
Councilmember Dr. Jay Crisman – Nay

Mayor Riggins counted the voice votes aloud with four Ayes and one Nay and one Councilmember Annette Tyler was absent.

Ordinance #2022-11-01-1030 An Ordinance Levying An Additional Sales, Use, Privilege, License or Excise Tax in the City of Westover is passed and this Ordinance will be posted in all the regular locations. This tax will be effective as soon as Avenu Insights notifies our Businesses by sending out letters and Mayor Riggins will get an effective date.

COUNCIL COMMENTS

Councilmember Roberta Stamp announced the Christmas Parade Planning Committee will meet this Thursday, November 17, 2022 at 6:30 p.m. City Hall.

Councilmember Dr. Jay Crisman announced our Collaborative Event "Westover Business Alliance and Chelsea Business Alliance" at Cat-n-Bird and everyone is invited Thursday, December 1, 2022.

Adjournment

A motion was made by Councilmember Roberta Stamp to adjourn.

A second was made by Councilmember Susan Lane.

The meeting was adjourned at 7:24 p.m.

Submitted by,

Larry Riggins, Mayor

Bonnie Meacham, City Clerk - Treasurer