

**CITY COUNCIL MEETING
MINUTES OF PRE-COUNCIL MEETING - NOVEMBER 7, 2016
CITY OF HUEYTOWN**

The City Council of the City of Hueytown met on Monday, November 7, 2016 in pre-Council meeting at 5:15 P.M. in the pre-Council Chamber of Hueytown City Hall.

President Crane and Council members Contomo, Pickens and Zinnerman were present. Mayor-elect Ware and Council member-elect Jacks were present. Mayor-elect Ware and Council member-elect Jacks were present. City Attorney Jon Terry was present.

The purpose of the meeting was to discuss general municipal business and review the City Council agenda.

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**MINUTES OF CITY COUNCIL
ORGANIZATIONAL MEETING - REGULAR COUNCIL MEETING
HUEYTOWN CITY COUNCIL
MONDAY, NOVEMBER 7, 2016**

The City Council of the City of Hueytown, Alabama held its Organizational Meeting in the Council Chamber of Hueytown City Hall at 5:45 P.M. Monday, November 7, 2016. This meeting was also considered as the first regular meeting of November 2016.

1. CALL TO ORDER

City Clerk Janice Wilhite called the meeting to order. She welcomed everyone to the meeting. She recognized City Attorney Jon Terry, Judge Eddie Vines, Presiding Municipal Court Judge Ken Moore and other honorable individuals in the audience and thanked City employees for their attendance. The City Clerk thanked the Administrative Department for assembling refreshments and hosting the reception immediately following tonight's meeting.

2. - 3. INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was given by Rev. Charles Winston in the absence of Rev. Paul Hunter who was delayed due to a minor traffic accident. A presentation of colors by the Hueytown Police Department Honor Guard was followed by the Pledge of Allegiance.


4. OATHS OF OFFICE

Honorable Ken Moore, Presiding Municipal Court Judge, administered the Oath of Office individually to each of the newly-elected City Council members. Honorable Edward B. Vines, Jefferson County District Court Judge, administered the Oath of Office to Mayor-elect Steve Ware. After being sworn in, the Mayor and Council members each took their designated seats on the Council dais.


OATH OF OFFICE

STATE OF ALABAMA }
JEFFERSON COUNTY }
CITY OF HUEYTOWN }

I, Stephen M. Ware, solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, so help me God.

(Signed)

Mayor

Sworn to and subscribed before me this 7th day of November, 2016.


(Signed)

Edward B. Vines
Jefferson County District Court Judge

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OATH OF OFFICE

STATE OF ALABAMA }
JEFFERSON COUNTY }
CITY OF HUEYTOWN }

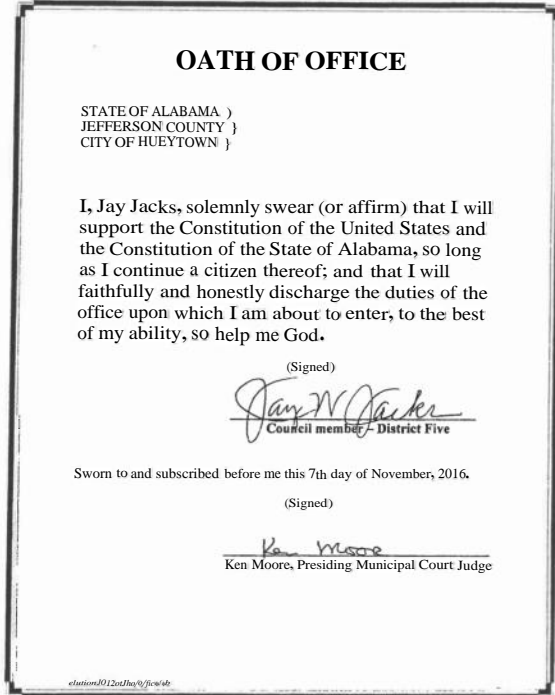
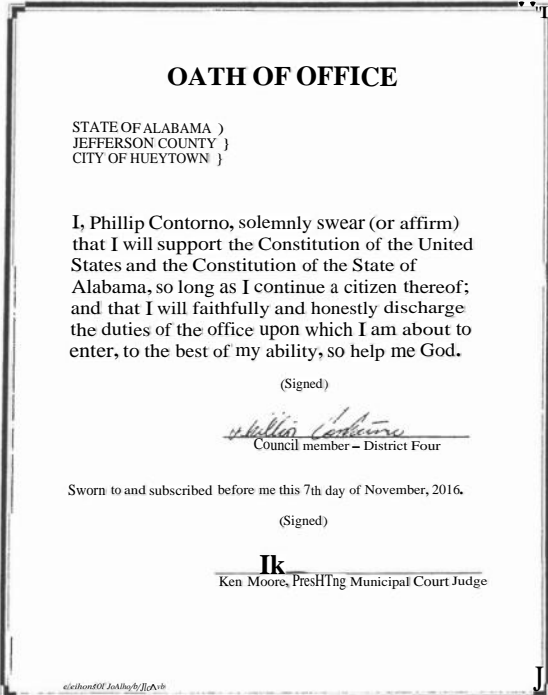
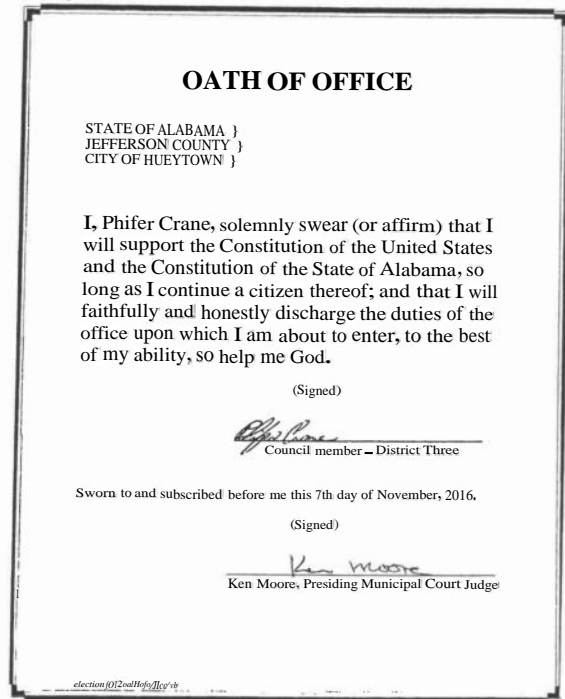
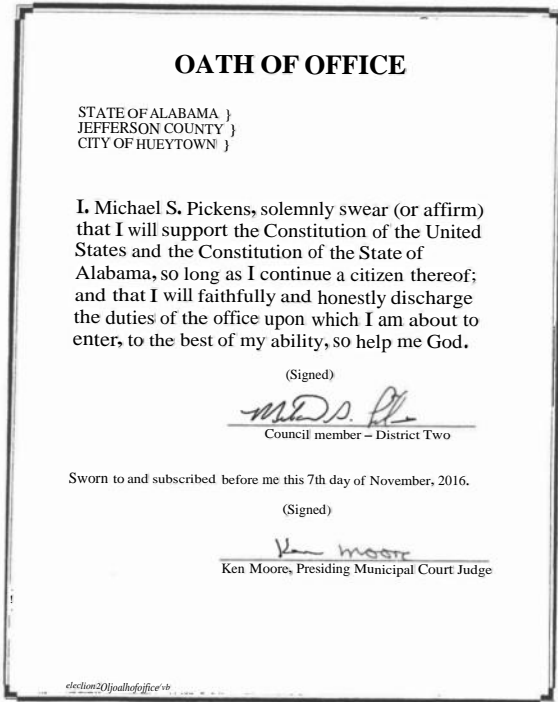
I, Franquala Zinnerman, solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, so help me God.

(Signed)

Council Member - District One

Sworn to and subscribed before me this 7th day of November, 2016.

(Signed)

Ken Moore, Presiding Municipal Court Judge

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At this time, the City Clerk congratulated the elected officials and each one spoke briefly. Upon roll call, Council members Contorno, Crane, Jacks, Pickens and Zinnerman were present. Mayor Ware was present. Attorney Jon Terry was present.

5. ELECTION OF COUNCIL PRESIDENT

The City Clerk officially opened nominations for President of the City Council. Council member Crane nominated Council member Zinnerman to serve as President of the City Council. The nomination was seconded by Council member Pickens.

There being no other nominations, Council member Crane moved, seconded by Council member Pickens, that nominations be closed. The motion unanimously carried.

Upon roll call for election of Council member Zinnerman for President, Council members Contorno, Crane, Jacks Pickens, Roberson and Zinnerman voted yes. There were no nay votes.

The City Clerk declared Council member Zinnerman as the President of City Council by unanimous vote of members present. The City Clerk then turned the meeting over to President Zinnerman.

6. ELECTION OF COUNCIL PRESIDENT PRO TEMPORE

President Zimmerman officially opened nominations for President Pro tempore of the City Council. Council member Jacks nominated Council member Pickens. The nomination was seconded by Council member Crane.

There being no other nominations, Council member Crane moved, seconded by Council member Contomo, that nominations be closed. The motion unanimously carried.

Upon roll call for election of Council member Pickens for President Pro tempore, President Zimmerman and Council members Contomo, Crane, Jacks and Pickens voted yes. The motion unanimously carried. President Zimmerman declared Council member Pickens elected President Pro tempore.

7. ORDINANCE NO. 16-1107-1: ESTABLISH TIME AND PLACE OF REGULAR MEETINGS/ADOPT RULES OF PROCEDURES FOR COUNCIL MEETINGS

The City Attorney presented Ordinance No. 16-1107-1 establishing meeting dates, times and rules of procedure.

Council member Pickens moved, seconded by Council member Contomo, to suspend the rules to waive First Reading of Ordinance No. 16-1107-1. Upon roll call, President Zimmerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. The motion unanimously carried.

Council member Pickens moved, seconded by Council member Contomo, for adoption. There was no one present for or against the ordinance. Upon roll call, President Zimmerman and Council members Contomo, Crane, Jacks and Pickens voted yes. President Zimmerman declared the ordinance adopted.

ORDINANCE NO. 16-1107-1 ESTABLISH TIME AND PLACE OF REGULAR COUNCIL MEETINGS ADOPT RULES AND PROCEDURES FOR COUNCIL MEETINGS

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA, that the order of procedure in all instances for meetings of the City Council shall be as follows:

Section 1. That the rules or order of procedure herein contained shall govern deliberations and meetings of the City Council of the City of Hueytown, Alabama.

Section 2. Regular meetings of the City Council shall be held on the second and fourth Tuesdays of each month.

Section 3. Special meetings may be held at the call of the presiding officer by serving notice on each member of the Council not less than 24 hours before the time set for such special meetings; or special meetings may be held as provided by Section 11-43-50, Code of Alabama, 1975, whenever two Council members (or the Mayor) making the request shall have the right to call such meeting. Notice of all special meetings shall be posted on a bulletin board accessible to the public at least 24 hours prior to such meeting.

Section 4. A quorum shall be determined as provided by Section 11-43-48, Code of Alabama.

Section 5. All regular meetings shall convene at 6:00 P.M. (*Reference Ord. No. 10-0126-1, adopted 1-26-2010.*) All regular meetings shall be held at City Hall or such other location within the City as is approved by Council resolution which shall be adopted at the regular meeting held prior to the meeting that is to be held at such other location. All meetings, regular and special, shall be open to the public.

Section 6. The order of business shall be as follows:

* Call to Order - Invocation - Pledge of Allegiance - Roll Call *

1. Approval of minutes of previous meeting
2. Mayor's Report

3. Standing Committee Reports
4. Officers' Reports/City Attorney Report
5. Correspondence
6. Bills for Approval
7. Resolutions and Ordinances
8. Extend Floor to Public

Section 7. No member shall speak more than twice on the same subject without permission of the presiding officer.

Section 8. No person, not a member of the Council, shall be allowed to address the same while in session without permission of the presiding officer; and no person addressing Council shall speak more than three (3) minutes without express permission of the presiding officer.

Section 9. Every officer, whose duty it is to report at the regular meetings of the Council who shall be in default thereof, may be fined at the discretion of the Council.

Section 10. Motions shall be reduced to writing when required by the presiding officer of the Council or any member of the Council. **All resolutions and ordinances and any amendments thereto shall be in writing at the time of introduction.**

Section 11. Motions to reconsider must be made by a member who voted with the majority and at the same or next succeeding meeting of the Council.

Section 12. Whenever it shall be required by one or more members, the "yeas" and "nays" shall be recorded; and any member may call for a division on any question.

Section 13. All questions of order shall be decided by the presiding officer of the Council with the right of appeal to the Council by any member.

Section 14. The presiding officer of the Council may, at his or her discretion, call any member to take the chair, to allow him or her to address the Council, make a motion, or discuss any other matter at issue.

Section 15. Motions to lay any matter on the table shall be first in order; and on all questions, the last amendment, the most distant day, and the largest sum shall be first put.

Section 16. All meetings of the Council shall be open to the public, except when the Council meets in executive session as authorized by state law.

Section 17. The Council may meet in executive session only for those purposes authorized by state law. When a Council member makes a motion to go into executive session for an enumerated purpose, the presiding officer shall put the motion to a vote. If the majority of the Council shall vote in favor of the motion to go into executive session, the body shall then move into executive session to discuss the matter for which the executive session was called. No action may be taken in an executive session. When the discussion has been completed, the Council shall resume its deliberations in public.

Section 18. A motion for adjournment shall always be in order.

Section 19. The rules of the Council may be amended in the same manner as any other ordinance of general and permanent operation.

Section 20. The rules of the Council may be temporarily suspended by a vote of two-thirds of the members present. *

Section 21. The chairperson of each respective committee, or the Council member acting for him or her, shall submit or make all reports to the Council when so requested by the presiding officer or any member of the Council.

Section 22. All ordinances, resolutions or propositions submitted to the Council which require the expenditure of money shall lie over until the next meeting; provided, that such ordinances, resolutions, or propositions may be considered earlier by unanimous consent of the Council; and

provided further, that this rule shall not apply to the current expenses of, or contracts previously made with, or regular salaries of officers, or wages of employees of the City.

Section 23. The City Clerk, department heads, City Attorney and such other officers or employees of the City of Hueytown, shall, when requested, attend all meetings of the Council and shall remain in the Council room for such length of time as the Council may direct.

Section 24. No ordinance or resolution of a permanent nature shall be adopted at the meeting at which it is introduced unless unanimous consent be obtained for the immediate consideration of such ordinance or resolution, such consent shall be by roll call and vote thereon spread on the minutes.

Section 25. Robert's Rules of Order is hereby adopted as the rules of procedure for this Council in those situations which cannot be resolved by the rules set out in this ordinance.

Section 26. This ordinance shall go into effect upon the passage and publication as required by law.

ADOPTED this 7th day of November, 2016.

8. RESOLUTION NO. 5533: APPOINTMENTS - CITY COUNCIL STANDING COMMITTEES; CHAIRPERSONS; BOARD LIAISONS AND DESIGNEES

Resolution No. 5533 was introduced to approve Council President Zinnerman’s appointments of City Council Standing Committees, Chairpersons, board liaisons and designees.

**RESOLUTION NO. 5533
CITY COUNCIL STANDING COMMITTEES**

WHEREAS, Article IX of Hueytown Code of Ordinances provides for the City Council Standing Committees (Reference Ordinance No. 01-1113-1/adopted November 27, 2001; Ordinance No. 01-0918-1 adopted November 27, 2001; and Ordinance No. 09-1013-1/adopted October 13, 2009);

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA, at a regular meeting, duly assembled, a quorum being present, as follows:

- 1. **THAT** the City Council does hereby approve the Council President’s appointments of the following City Council members to serve as Chairpersons of the City Council Standing Committees and appointments of Council members to the designated Standing Committees:

FINANCE COMMITTEE:

- * **Phillip Contorno – Chairperson (D-4)**
Phifer Crane
Michael Pickens
- * *Chairperson to serve as liaison to the Library Board.*
(Per Ord. No. 01-1113-1 – Adopted November 27, 2001)

PLANNING & DEVELOPMENT COMMITTEE:

- Michael Pickens - Chairperson (D-2)**
Phillip Contorno
Jay Jacks

PUBLIC SAFETY COMMITTEE:

- Phifer Crane – Chairperson (D-3)**
Phillip Contorno
Michael Pickens

PUBLIC WORKS AND PARKS COMMITTEE:*** Jay Jacks - Chairperson (D-5)**

Phifer Crane

Phillip Contomo

** Chairperson to serve as liaison to the Park and Recreation Board. (Per Ord. No. 01-1113-1 – Adopted November 27, 2001)*

2. **THAT** the City Council hereby appoints Council member Pickens as the City Council Designee as ex officio member to the Planning and Zoning Commission.
3. **THAT** these Committees and appointments shall be effective immediately upon the date of the adoption of this Resolution.
4. **THAT** this Resolution shall become effective immediately upon its adoption by the Hueytown City Council.

ADOPTED this ___^{yth} day of November, 2016.

Council member Jacks moved, seconded by Council member Pickens, adoption of the foregoing resolution. Upon roll call, President Zinnerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the resolution adopted.

9. **RESOLUTION NO. 5534: RATIFICATION OF DEPOSITORIES FOR MUNICIPAL FUNDS**

Resolution No. 5534 was introduced to ratify depositories for municipal funds.

**RESOLUTION NO. 5534
RATIFICATION OF DEPOSITORIES
FOR MUNICIPAL FUNDS**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA as follows:

THAT Regions Bank, PNC Bank, First Financial Bank and Wells Fargo Bank are hereby designated as depositories of the City of Hueytown and as such, it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of monies drawn

in the City's name including those payable to the individual order of any person(s) whose name(s) appear thereon as signee or signors thereof; when bearing or purporting to bear the facsimile signatures of the Mayor, Stephen M. Ware, and City Clerk and Treasurer, Janice H. Wilhite.

ADOPTED this 7th day of November, 2016.

Council member Pickens moved, seconded by Council member Contomo, adoption of the foregoing resolution. Upon roll call, President Zinnerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the resolution adopted.

10A. **RESOLUTION NO. 5535: CITY CLERK/WILHITE**

Resolution No. 5535 was introduced for the appointment of Janice Wilhite as City Clerk and Treasurer of the City of Hueytown.

**RESOLUTION NO. 5535
CITY CLERK AND TREASURER**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA as follows:

THAT, in an official meeting duly assembled, a quorum thereof being present,

THAT Janice H. Wilhite is hereby appointed as City Clerk and Treasurer of the City of Hueytown, Alabama and is hereby elected as duly qualified to hold office until the next general election and thereafter as practicable and until a successor is elected and duly qualified.

ADOPTED this 7th day of November, 2016.

Council member Contomo moved, seconded by Council member Pickens, adoption of the foregoing resolution. Upon roll call, President Zinnerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the resolution adopted.

10B. RESOLUTION NO. 5536: POLICE CHIEF/HAGLER

Resolution No. 5536 was introduced for the appointment of Charles M. Hagler, Jr. as Police Chief of the City of Hueytown.

**RESOLUTION NO. 5536
POLICE CHIEF**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA as follows:

THAT in an official meeting duly assembled, a quorum thereof being present,

THAT Charles M. Hagler, Jr. is hereby appointed as Police Chief of the City of Hueytown, Alabama and is hereby elected as duly qualified to hold office until the next general election and thereafter as practicable and until a successor is elected and duly qualified.

ADOPTED this 7th day of November, 2016.

Council member Contomo moved, seconded by Council member Pickens, adoption of the foregoing resolution. Upon roll call, President Zinnerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the resolution adopted.

10C. RESOLUTION NO. 5537 FIRE CHIEF/MORRIS

Resolution No. 5537 was introduced to appoint Scotty T. Morris as Fire Chief for the City of Hueytown.

**RESOLUTION NO. 5537
FIRE CHIEF**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA as follows:

THAT in an official meeting duly assembled, a quorum thereof being present,

THAT Scotty T. Morris is hereby appointed as Fire Chief of the City of Hueytown, Alabama and is hereby elected as duly qualified to hold office until the next general election and thereafter as practicable and until a successor is elected and duly qualified.

ADOPTED this 7th day of November, 2016.

Council member Pickens moved, seconded by Council member Crane, adoption of the foregoing resolution. Upon roll call, President Zinnerman and Council members Contomo,

Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the resolution adopted.

10D. RESOLUTION NO. 5538: CITY EMPLOYEES

Resolution No. 5538 was introduced for the continuation of all classified officers and employees of the City of Hueytown so designated under the Jefferson County Personnel Board Merit System and other officers and employees of the City paid out of the payroll account of the City of Hueytown.

**RESOLUTION NO. 5538
CITY EMPLOYEES**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA as follows:

THAT in an official meeting duly assembled, a quorum thereof being present,

THAT all classified officers and employees of the City of Hueytown so designated under the Jefferson County Personnel Board merit system are hereby continued in such positions and upon the terms and upon the basis of compensation heretofore existing as may be hereinafter modified in accordance with the Pay Plan and Rules and Regulations of the Personnel Board of Jefferson County; and

FURTHER that all other officers and employees of the City paid out of the payroll account of the City of Hueytown are likewise continued.

ADOPTED this 7th day of November, 2016.

Council member Jacks moved, seconded by Council member Pickens, adoption of the foregoing resolution. Upon roll call, President Zinnerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the resolution adopted.

10E. RESOLUTION NOS. 5539– 5542: APPOINTMENT OF CITY ATTORNEY,
PROSECUTING ATTORNEY, PRESIDING MUNICIPAL COURT JUDGE
AND CITY ENGINEER **(TABLED)**

At this time, Council member Contomo moved, seconded by Council member Jacks, that these four resolutions be tabled until the various appointments can be discussed by City Council. Upon roll call, President Zinnerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the four resolutions tabled..

11. RESOLUTION NO. 5543: HEALTH INSURANCE COVERAGE - ACTIVE FULL-TIME
EMPLOYEES

Resolution No. 5543 was introduced to ratify the continuation of employee and dependent health insurance coverage without interruption with City funding increased in the amount of \$19.00 per month for each eligible, active full-time employee for family coverage and \$19.00 per month for each eligible, active full-time employee for single coverage.

**RESOLUTION NO. 5543
HEALTH INSURANCE COVERAGE
ACTIVE FULL-TIME EMPLOYEES**

WHEREAS, the Local Government Health Insurance Program (LGHIP), a division of the State Employees Insurance Board, has notified the City of Hueytown that employee health insurance rates will increase effective January 1, 2017;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA, that continuation of employee and dependent health insurance coverage is hereby ratified without interruption with City funding increased in the amount of \$19.00 per month for each eligible, active full-time employee for family coverage and \$19.00 per month for each eligible, active full-time employee for single coverage.

ADOPTED this 7th day of November, 2016.

Council member Crane moved, seconded by Council member Pickens, adoption of the foregoing resolution. Upon roll call, President Zinnerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the resolution adopted.

12. RESOLUTION NO. 5544: UNITED WAY AREA AGENCY ON AGING – COMMUNITY PARTNERSHIP OF ALABAMA, INC./HUEYTOWN SENIOR CENTER

Resolution No. 5544 was introduced to authorize the Mayor to execute a contract between Community Partnership of Alabama, Inc., acting in its capacity as the United Way Area Agency on Aging for Jefferson County (UWAAA) and the Hueytown Senior Center, which is effective October 1, 2016.

**RESOLUTION NO. 5544
UNITED WAY AREA AGENCY ON AGING
COMMUNITY PARTNERSHIP OF ALABAMA, INC.
HUEYTOWN SENIOR CENTER**

WHEREAS, the City of Hueytown, Alabama, has been notified that United Way of Central Alabama has been selected to serve as the Area Agency on Aging for Jefferson County;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUEYTOWN, ALABAMA, that the Mayor is hereby authorized to execute the contract between Community Partnership of Alabama, Inc., acting in its capacity as the United Way Area Agency on Aging for Jefferson County (UWAAA) and the Hueytown Senior Center, which is effective October 1, 2016.

ADOPTED this 7th day of November, 2016.

Council member Pickens moved, seconded by Council member Contomo, adoption of the foregoing resolution. Upon roll call, President Zinnerman and Council members Contomo, Crane, Jacks and Pickens voted yes. There were no nay votes. President Zinnerman declared the resolution adopted.

13. BILLS FOR APPROVAL

Council member Contomo of the Finance Committee moved, seconded by Council member Crane, that the List of Bills be approved in the total amount of \$156,151.69. Upon roll call, President Zinnerman and Council members Crane, Contomo, Jacks and Pickens voted yes. There were no nay votes. The motion unanimously carried.

11-07-2016

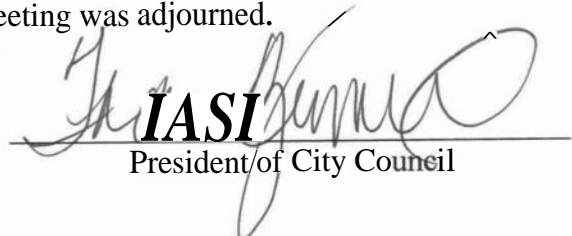
| ===== TOTAL FUND TOTALS ===== | | |
|-------------------------------|--------------------------|---------------------|
| 01 | GENERAL FUND | 117,912.70 |
| 11 | 7 CENT GAS TAX | 5,480.00 |
| 13 | EMERGENCY COMMUNICATIONS | 2,508.67 |
| 14 | 4 CENT GAS TAX | 2,009.72 |
| 15 | GARBAGE FUND | 421.67 |
| 16 | U.N.I.T TASK FORCE FUND | 551.74 |
| 22 | 2014 GOW | 27,267.19 |
| ----- GRAND TOTAL: | | 156,151.69 ----- |

14. ADJOURNMENT

There being no further business to come before the meeting and upon the motion of Council member Pickens which unanimously carried, the meeting was adjourned.



City Clerk and Treasurer



President of City Council