

The Saraland City Council convened in organizational session on November 2, 2020 at the Saraland Municipal Annex. The meeting was called to order at 6:32 p.m. by Council President McDonald.

Pastor Ed Litton of Redemption Church opened the meeting with prayer.

The Honorable Brandy Hambright administered the Oaths of Office.

Roll call was as follows:

Present: Council President Joe McDonald
Councilmember Wayne Biggs
Councilmember Newton Cromer
Councilmember Veronica Hudson
Councilmember Natalie Moye

Attorney, Andy Rutens was present.

ELECTIONS OF COUNCIL OFFICERS

Motion was made by Councilmember Cromer, seconded by Councilmember Moye to elect Councilmember McDonald to serve as Council President. Councilmember Biggs voted no. Motion carried.

Motion was made by Council President McDonald, seconded by Councilmember Hudson, to elect Councilmember Cromer to serve as Council President Pro Tempore. Councilmember Biggs voted no. Motion carried.

ORDINANCE OF PROCEDURE

Councilmember Cromer introduced the ordinance to adopt Council procedures.

ORDINANCE 1175

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

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

Section 2. Regular meetings of the Council shall be held on the following dates: the second and fourth Thursday of each month.

Section 3. Special meetings may be held as provided by Section 11-43-50, Code of Alabama, 1975. Notice of all special meetings shall be posted pursuant to requirements of state law. In addition, notice of all special meetings shall be posted on a bulletin board accessible to the public within the time requirements established by Alabama Code §36-25A-3.

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

Section 5. Unless otherwise noticed, the City Council shall convene a council work session at 6:00 p.m. on days where a regular meeting of the Council is scheduled. All regular meetings shall convene immediately after the conclusion of the council work session. All work sessions will occur either in the Council Chambers at the Saraland Municipal Annex or in the Chamber of Commerce meeting room immediately adjacent to the Council Chambers. All council meetings, unless otherwise noted in the public notice, shall occur in the City Council Chambers at the Municipal Annex and all meetings, regular and special, shall be open to the public.

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

1. Call to Order
2. Roll Call
3. Prayer
4. Approval of Minutes
5. Report of Special Committees
6. Report of Officers
7. Report of Standing Committees
8. Report of Mayor
9. Public Participation
10. Approval of Invoices
11. Orders, Resolutions, Ordinances and Other Business
12. Correspondence

Section 7. No item shall be placed on the agenda except by the Mayor and/or member of the Council and no item shall be placed on the agenda after 12:00 noon on Tuesday preceding the next regular Council meeting. The agenda will be prepared and ready for distribution by 3:00 p.m. on Tuesday preceding the regular Council meeting. Any item not on the agenda will require unanimous consent for consideration at the same meeting.

Section 8. All resolutions and ordinances shall require signed sponsorship by the Mayor or any member of the Council prior to placement on the grounds.

Section 9. No member shall speak more than twice on the same subject without permission of the presiding officer.

Section 10. No person, not a member of the Council, shall be allowed to address the same while in session without permission by the presiding officer.

Section 11. Every officer, whose duty 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 12. 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 the introduction.

Section 13. Motions to reconsider must be by a member who voted with majority and at the same or next succeeding meeting of the Council.

Section 14. 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 of any question.

Section 15. 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 16. 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 17. 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 18. 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 19. The Council may meet in executive session only for those purposes authorized by state law. When a Councilmember 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 executive session has been completed, the Council shall resume in open meeting and all deliberations will take place in the public meeting.

Section 20. A motion for adjournment shall always be in order.

Section 21. Minutes of the meetings of the Council shall be prepared and distributed to the members for review within one week of the meeting.

Section 22. The rules of the Council may be amended in the same manner as any other ordinance of general and permanent operation.

Section 23. To the extent allowed by Alabama law, the rules of the Council may be temporarily suspended by a vote of two-thirds of the members present.

Section 24. The chairman of each respective committee, or the Councilmember 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 25. The City Clerk or Assistant City Clerk, engineer(s), attorney, Public Safety Director, Fire Chief, Police Chief, and such other officers or employees of the City of Saraland, 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 26. 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 the vote thereon spread on the minutes.

Section 27. *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.

Adopted and approved this the 2nd day of November, 2020.

Motion was made by Councilmember Cromer, seconded by Councilmember Biggs, to suspend the rules and allow for immediate consideration of the proposed ordinance.

Roll call was as follows:

Yes: Council President Joe McDonald
Councilmember Wayne Biggs
Councilmember Newton Cromer
Councilmember Veronica Hudson
Councilmember Natalie Moya

Motion carried.

Motion was made by Councilmember Biggs, seconded by Councilmember Cromer, to adopt the ordinance establishing the rules of Council procedure.

Roll call was as follows:

Yes: Councilmember Joe McDonald
Councilmember Wayne Biggs
Councilmember Newton Cromer
Councilmember Veronica Hudson
Councilmember Natalie Moya

Motion carried.

COUNCIL COMMITTEES:

ADMINISTRATION: Chair: Councilmember Cromer
Co-Chair: Councilmember Biggs

FIRE DEPARTMENT: Chair: Councilmember Hudson
Co-Chair: Councilmember Moya

POLICE DEPARTMENT: Chair: Council President McDonald
Co-Chair: Councilmember Cromer

PARKS & RECREATION: Chair: Councilmember Moya
Co-Chair: Council President McDonald

PUBLIC WORKS:

Chair:

Councilmember Biggs

Co-Chair:

Councilmember Hudson

Motion was made by Councilmember Cromer, seconded by Councilmember Biggs, to reappoint James West as Public Safety Director and Police Chief and authorize the Mayor and City Attorney to negotiate a new contract. Motion carried.

Motion was made by Councilmember Hudson, seconded by Councilmember Cromer, to reappoint Jeff Ludlam as Fire Chief and authorize the Mayor and City Attorney to negotiate a new contract. Motion carried.

Motion was made by Councilmember Cromer, seconded by Councilmember Hudson, to authorize the Mayor's purchase limit to be raised to \$5,000.00. Motion carried.

Motion was made by Councilmember Cromer, seconded by Councilmember Moye, to reappoint attorney Andy Rutens. Motion carried.

Motion was made by Councilmember Cromer, seconded by Councilmember Hudson, to reappoint Judge Mark Erwin. Motion carried.

Motion was made by Councilmember Biggs, seconded by Councilmember Cromer, to authorize the Mayor to execute a notice to proceed to Graham County Land Company for Hurricane Zeta storm debris clean up pursuant to the prior executed debris removal contract. Motion carried.

Motion was made by Councilmember Hudson to adjourn the meeting at 6:54 p.m.

James O. Newton Cromer
Wayne L. Biggs

Natalie S. Moye

