The regular called Meeting of the Northport City Council convened at **5:30 p.m.** on **Monday, September 8, 2025** at Northport City Hall, located at 3500 McFarland Blvd, Northport, AL, 35476, in the Council Chambers. The invocation was offered by Mayor Hinton and President Bobo led the assembly in the Pledge of Allegiance. Upon roll call, the following were found to be present: Pro Tem Washington, Councilman Wiggins, Councilman Aiken, Councilwoman Dykes and President Bobo. Also present at tonight's meeting, Mayor Hinton and City Administrator Webb.

PRESENTATIONS
There were no presentations.

APPROVAL OF AGENDA
Motion by Pro Tem Washington, **Second** by Councilman Aiken to approve the agenda for September 8, 2025, **as printed. Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

VISITORS TO ADDRESS COUNCIL
There was none.

UNFINISHED BUSINESS
There was none.

NEW BUSINESS
First Reading, Offered by President Bobo, **Ordinance Adopting the FY2026 General Fund Operational Budget.** These budget appropriations are for the fiscal year beginning October 1, 2025 through September 30, 2026. This was approved at the Finance Committee meeting on August 18, 2025.

First Reading, Offered by Councilman Wiggins, **Ordinance Adopting the FY2026 Water & Sewer Fund Operational Budget**. These budget appropriations are for the fiscal year beginning October 1, 2025 through September 30, 2026. This was approved at the Finance Committee meeting on August 18, 2025.

First Reading, Offered by Councilman Aiken, **Ordinance amending Chapter 74, Article IV pertaining to Water and Sewer Rates**. This ordinance updates Chapter 74, Article IV as part of the FY26 operational budget. A summary of the changes includes updating the fee schedules to reflect CPI adjustment; amending language in Sec. 74-209 (k) regarding returned check fee to returned payment fee, to cover all returned payments; updating unauthorized connection fee from $100 to $250; and amending language in Sec. 74-207 (a)(3) to remove the monetary cap on residential sewer and replace it with a gallon cap.

First Reading, Offered by President Bobo, **Ordinance of Conditional Use approval for pet grooming in a Residential/Commercial/Institutional (RCI) zone for the property located at 703 Main Avenue.** Nellie Mae and Company, LLC is requesting to operate a pet grooming service in a RCI zoning district. The request was considered by the Planning Commission on August 19, 2025, and a recommendation for approval was made to the City Council.

First Reading, Offered by Pro Tem Washington, **Ordinance Ordering Demolition of an Unsafe Structure Located at 2801 17th Avenue.** The Chief Building Official has found that the structure and vehicles located at 2801 17th Avenue is unsafe and dangerous to public health. We are recommending the structure and vehicles be demolished. All necessary procedures have been followed pursuant to Act No. 80-410.

First Reading, Offered by Councilwoman Dykes, **Resolution fixing the cost of demolition and authorizing filing a lien for the parcel located at 5118 Azalea Trail.** The demolition was done at the City's efforts and expense.

Motion by President Bobo, **Second** by Pro Tem Washington to adopt **Resolution 25-160 Authorizing The Mayor To Execute An Agreement With Lloyd's Insurance Through Cobbs Allen for Stop-Loss Insurance in the amount of $457,192.000. Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by Councilman Aiken, **Second** by Councilman Wiggins to adopt **Resolution 25-161 Authorizing Water Service Outside the City Limits for Property Located at 7611 Smith Jackson Road.** Mr. Caleb Little has property located at 7611 Smith Jackson Road, that cannot presently be annexed into the city because the property is not contiguous. The address is outside of the city limits and inside of the planning jurisdiction. He is requesting city water service. The Municipal Code allows this with the majority consent of the city council. Per city code, all costs of this connection would be paid by the applicant and not by the City. In addition, we are adding the requirement that if, in the future, the property can be annexed, the property will be annexed into the city. If the property is not annexed, the City retains the right to terminate water services at that point. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by President Bobo, **Second** by Councilman Wiggins to adopt **Resolution 25-162 Resolution appointing an Interim City Administrator.** Ms. Glenda Webb has served as the City Administrator, City Clerk, City Treasurer, and Appointing Authority since May 1, 2021. Ms. Webb has announced that she will be retiring on September 30, 2025. To ensure the continuity of the day-to-day operations of the City, an interim must be appointed. Ms. Tera Tubbs, currently serves as the City Engineer as well as the Deputy City Administrator on an "as needed" basis. Therefore, the City Council wishes to designate Ms. Tera Tubbs as the Interim City Administrator, City Clerk, City Treasurer and Appointing Authority until a new Interim or contracted City Administrator is employed by the City. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by Councilman Wiggins, **Second** by Councilwoman Dykes to adopt **Resolution 25-163 Awarding Bid File 25-06 Furnishing Water & Wastewater Chemicals.** Each year, the Utilities Department accepts bids for chemicals that the department uses in bulk. The bid is done in eleven (11) parts to allow for ease of acceptance or rejection of bids. Companies an bid on one item or all items. Attached is the bid tabulation for Bid File 25-06, Furnishing Water & Wastewater Chemicals, which were opened on August 21, 2025. These bids are for a period of twelve (12) months and will be good from October 1, 2025, until September 30, 2026, at which time the department will rebid.
Roll call was as follows: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by President Bobo, **Second** by Pro Tem Washington to adopt **Resolution 25-164 Awarding Bid File 25-07 Furnishing Water & Wastewater Supplies.** Each year, the Utilities Department accepts bids for materials that the department uses in bulk (water service pipe, meter boxes, etc.). The bidders can bid on all or some items and the winners are determined by the lowest unit price by line item. This request is for the Council to formally award the bid and preauthorize the purchase of materials at the approved bid amount. Attached is the bid tabulation for Bid File 25-07, Furnishing Water & Wastewater Supplies, which were opened on August 21, 2025. These bids are for a period of twelve (12) months beginning October 1, 2025 until September 30, 2026, at which time the department will rebid. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by Councilwoman Dykes, **Second** by Councilman Aiken to adopt **Resolution 25-165 authorizing the Northport Police Department to participate in the Community Traffic Safety Program Grant.** The Northport Police Department has been awarded a grant from the Southeast Alabama Highway Safety Office for participation in the Southeast Region's Community Traffic Safety Program. The grant pays for allowable rates of pay plus allowable FICA fringe for traffic safety enforcement dependent upon approval of applicable grants. The term of the contract is October 1, 2025 through September 15, 2026. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by Councilwoman Dykes, **Second** by Councilman Wiggins to adopt **Resolution 25-166 authorizing the City Administrator to enter into an agreement between City of Northport Fire Rescue and W.E. Crawford, MD, LLC for a period of one-year.** Passage of this resolution authorizes the City Administrator to enter into an agreement between the City of Northport Fire Rescue and W.E. Crawford, MD, LLC. This agreement will enable Dr. Crawford to continue to serve as the Medical Director for our department for a period of one-year (January 1st, 2026 - December 31st, 2026). **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by Pro Tem Washington, **Second** by Councilwoman Dykes to adopt **Resolution 25-167 authorizing the City Administrator to enter into an agreement between City of Northport Fire Rescue and ESO Solutions, Inc. for NFRIS and EHR Compliant Reporting Software for a period of one-year.** Passage of this resolution will authorize the City Administrator to enter into an agreement between City of Northport Fire Rescue and ESO Solutions, Inc. This software is for NFRIS (Fire) and EHR (Medical) reporting to the State. This agreement is for a period of one-year (October 1, 2025 - September 30, 2026). **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by President Bobo, **Second** by Councilman Wiggins to adopt **Resolution 25-168 Authorizing the City Administrator to Execute Amendment No. 4 to the Master Services Agreement with TTL, Inc. in the amount of $58,750.00 for the Sports and Recreation Complex at Northport Shore.** The City Council previously approved the execution of a master services agreement with TTL, Inc. for the sports and recreation complex at Northport Shore. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by President Bobo, **Second** by Pro Tem Washington to adopt **Resolution 25-169 Authorizing the City Administrator to Enter into an Agreement with Sain Associates, Inc. for the Safe Streets for All Demonstration Grant.** On December 16, 2024, the City Council authorized the City Administrator to negotiate scope and fees with Sain Associates, Inc. for the Safety Action Plan Demonstration Activities under the Safe Streets for All Program. This resolution will authorize the City Administrator to now enter into an agreement with Sain Associates, Inc for the Safe Streets for All Demonstration Grant, in the lump sum of $90,000.00. The scope is for the demonstration activities for traffic-calming and pedestrian crossing improvements evaluation. Their fee is 80% reimbursable under the SS4A demonstration grant that the City received and 20% matching funds are budgeted in the FY22 Northport First Grant Match. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by Councilman Wiggins, **Second** by Councilwoman Dykes to adopt **Resolution 25-170 Authorizing the City Administrator to Execute an Agreement with Duncan Coker Associates for The Terraces at Northcreek Storm Drainage Repair.** There is a failing storm drainage structure owned by the City of Northport at the east side of The Terraces of Northcreek Phase I. The Engineering department has received a proposal from Duncan Coker Associates to provide design and engineering services to repair the failing storm drainage structure. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by President Bobo, **Second** by Councilman Wiggins to adopt **Resolution 25-171 Authorizing the City Administrator to Execute Change Order No. 2 with WAR Construction, Inc. for the River Run Park at Northport Shore - Vertical Package.** WAR Construction Inc. submitted a change order request for a time extension of 26 calendar days due to rain days. The Engineering Department has reviewed and is in agreement with the change order request. There is no monetary impact with this change order request. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

Motion by Councilman Aiken, **Second** by Councilwoman Dykes to adopt **Resolution 25-172 Ratifying the City Administrator's Execution of Change Order No. 1 with Video Industrial Services for the Summit Sinkhole Repair Project.** Ratify the City Administrator's execution of Change Order No. 1 with Video Industrial Services for the Summit Sinkhole Repair Project. The scope of the change order is to repair an 8" diameter sanitary sewer a joint wrap of a 24" storm drain, in the amount of $18,572.00. **Roll call was as follows**: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously.**

CONSENT AGENDA
Motion by Councilman Wiggins, **Second** by Pro Tem Washington to approve the Consent Agenda **with the addition of the clarification of the August 18th minutes that the RRP Concession Contract will return to council** for the September 8, 2025, Council Meeting:

1. Minutes, August 18, 2025, Regular Meeting - Glenda Webb
2. Minutes, September 2, 2025, Canvassing Election Results – Glenda Webb
3. Bill Listing - Glenda Webb
4. Purchase Requisition, GoTo Technologies for the renewal of professional services for licenses for cloud backups for workstations, MDM Management, and Mobile support in the amount of $12,006.20.
5. Purchase Requisition, On June 3, 2024, Item 9b7 was approved for a Master Agreement with Vision Security Technologies for cameras, equipment, labor, and licensing for a city-wide security project. Resolution 24-94 was approved, and PO#24-3681-R1 was issued, with an outstanding balance of $103,738.93. This leaves a remaining balance of $38,581.56 for this portion of the project.
6. Purchase Requisition, Vision Security Technologies to upgrade our current licenses from Professional to Enterprise level in the amount of $8,135.43.
7. Purchase Requisition, reimbursement in the amount of $72.00 to John Caleb Bigham for the cost of a drug screen and background check which is required by Alabama Fire College where Bigham is attending Paramedic school.
8. Purchase Requisition, Jim House & Associates, Inc., in the amount of $17,300.00, is to replace a backwash return pump at the Water Treatment Plant. The current pump is over 10 years old and has reached its useful lifespan. It needs to be replaced in order to continue normal operations at the plant.
9. Purchase Requisition, Eco-Tech, Inc., in the amount of $24,100.00, is to replace the chemical feed pumps at the Water Treatment Plant. The replacement of the pumps is part of the effort to standardize all water treatment chemical feed pumps and is being funded out of the Water Treatment Plant Chemical Feed Improvement Project.
10. Purchase Requisition, employee reimbursement to reimburse John Caleb Bigham in the amount of $44.00 for the cost of a polo needed for Paramedic school at Alabama Fire College.
11. Purchase Requisition, USI Insurances Services in the amount of $12,318.86 for River Run Park to the AMIC policy, and the Special Events policy for the Grand Opening.

REPORTS OF SPECIAL COMMITTEES OF COUNCIL
There were no reports.

PUBLIC HEARINGS

A. There were **no** Public Hearing items on the agenda for the **Engineering Department**.
B. There were **no** Public Hearing items on the agenda for the **Legal Department**.
C. There were no Public Hearing items on the agenda for the **Planning & Inspection Department**.
D. There were **no** Public Hearing items on the agenda for the **Police Department**.

CITY ADMINISTRATOR'S BUSINESS
There was none.

DEPARTMENTAL BUSINESS
There was none.

MAYOR AND COUNCIL MEMBER'S BUSINESS

Mayor Hinton – No official business to discuss.

President Bobo, District 1 – Stated that she has received notification of water pressure changes in the mornings that she believes may be from the Main Ave Streetscape project. Also stated that River Run Park is not over budget. Mrs. Tubbs, City Engineer clarified that there are multiple funding sources for River Run Park and Northport Shore.

Pro Tem Washington, District 2 – No official business to discuss for District 2.

Councilman Wiggins, District 3 – No official business to discuss for District 3.

Councilwoman Dykes, District 4 – No official business to discuss for District 4.

Councilman Aiken, District 5 – No official business to discuss for District 5.

Motion by Councilwoman Dykes, **Second** by Councilman Wiggins to **adjourn the meeting into Executive Session** to discuss **Potential Litigation**. This session should take no longer than 15 minutes. It is anticipated that the council will not take action after the Executive Session is concluded. **Roll call was as follows**: Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. **Motion Carried Unanimously**.

Council **adjourned** into **Executive Session** at **5:53 p.m**.

Council **reconvened** into **Regular Meeting** at **6:05 p.m.** with no action needed to be taken.

Motion by Councilwoman Dykes, Second by Councilman Wiggins to adjourn the meeting. Roll call was as follows: Pro Tem Washington, Yes; Councilman Wiggins, Yes; Councilwoman Dykes, Yes; Councilman Aiken, Yes; President Bobo, Yes. Motion Carried Unanimously.
There being no further business to come before the Council, the meeting was **adjourned** at **6:05 p.m.**

Christy D. Bobo

Christy Bobo, President

ATTEST:

Glenda D Webb

Glenda D. Webb, City Administrator