

The regular called Meeting of the Northport City Council convened at **5:30 p.m.** on **Monday, November 17, 2025** at Northport City Hall, located at 3500 McFarland Blvd, Northport, AL, 35476, in the Council Chambers. Mr. Pat Geddes offered the invocation, and President Dykes led the assembly in the Pledge of Allegiance. Upon roll call, the following were found to be present: Pro Tem Washington, Councilor Smith, Councilor Conger, Councilor Higdon and President Dykes. Also present at tonight's meeting, Mayor Hinton and Interim City Administrator Tubbs.

PRESENTATIONS

Amy Martin and Debbie Sanford from the West Alabama Food and Wine Festival (501c3) shared details and their excitement for the upcoming 2026 festival. It will be held on April 19, 2026 and tickets (1,500) go on sale December 1, 2025. They also thanked the council and staff for their support.

APPROVAL OF AGENDA

Motion by Councilor Higdon, **Second** by Pro Tem Washington to **approve the agenda** for the November 17, 2025 council meeting, **as printed. Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

VISITORS TO ADDRESS COUNCIL

There was none.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

First Reading, Offered by Pro Tem Washington, **Ordinance Rezoning of approximately 4.01 acres located at 4405 Highway 69 N from Residential Single Family (RS-1) to Neighborhood Commercial (C-2).** Herndon, Hicks and Associates is requesting rezoning of approximately 4.01 acres located at 4405 Highway 69 N from Residential Single-Family (RS-1) to Neighborhood Commercial (C-2). The petitioner originally requested C-3 (General Commercial) zoning. However, they agreed to amend their request to C-2 zoning during the Planning Commission meeting. The Northport Planning and Zoning Commission met on October 14, 2025 and made a favorable recommendation that the request for rezoning be granted.

First Reading, Offered by Councilor Conger, **Ordinance Amending the Zoning Ordinance.** The City of Northport is requesting an amendment to the zoning ordinance. This amendment follows a planned three-month review of the zoning ordinance rewrite adopted on December 16, 2024. These updates serve to correct errors, clean up and clarify minor issues that have been discovered since adoption. The Planning & Zoning Commission met on Tuesday, October 14, 2025 and gave a favorable recommendation to the City Council to amend the Zoning Ordinance.

First Reading, Offered by Councilor Higdon, **Ordinance of Conditional Use approval for a laundromat in a General Commercial (C-3) zone for the property located at 1802 18th Avenue.** W&M, LLC is requesting to operate a laundromat in a C-3 zoning district. The request was considered by the Planning Commission on October 14, 2025, and a recommendation for approval was made to the City Council with the following conditions: hours of operation of the laundromat shall be limited to 7:00 AM to 10:00 PM, an attendee shall be present at all times during hours of operation, and building materials shall be compatible with surrounding areas. That the conditional use request for a laundromat in a C-3 zoning district for a business located at 1802 18th Avenue is hereby approved subject to all requirements of the Northport Zoning Ordinance and conditions detailed in the conditional use ordinance.

Motion by Councilor Higdon, **Second** by Pro Tem Washington to adopt **Resolution 25-203 Resolution Authorizing Water Service Outside the City Limits for Property Located at 4511 Oak Hill Drive.** Mr. Clay Smith has property located at 4511 Oak Hill Drive, 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; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Conger, **Second** by Councilor Higdon to adopt **Resolution 25-204 authorizing the Mayor to execute an amendment to the Metro Animal Shelter Operating Agreement**. This resolution authorizes the Mayor to execute an amendment to the Tuscaloosa Metro Animal Shelter Operating Agreement between the City of Northport, City of Tuscaloosa, Tuscaloosa County, and Metro Animal Shelter, Inc. The amendment is to increase the authority of the Advisory Committee to bind the parties to purchases, improvements or repairs to not exceed \$80,000.00 per annum without the approval of the governing bodies. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Higdon, **Second** by Pro Tem Washington to adopt **Resolution 25-205 Authorizing the City Administrator to Execute a Service Agreement Between the City of Northport and Carrier Corporation**. Carrier Corporation offers a one-year term Commercial Service HVAC Maintenance Plan for \$6,975.52 that includes three (3) operational inspections per year, along with one (1) coil cleaning and one (1) preventative maintenance service to the air-cooled chiller on-site. Payments will be made throughout the year as services are performed. Having routine scheduled maintenance performed on the Public Safety Compound's HVAC system by the manufacturer's trained professionals will help prolong equipment life, maximize energy savings, and lower operating costs. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Conger, **Second** by Councilor Smith to adopt **Resolution 25-206 Declaring Lockers as Surplus and Donating Lockers to Baseball Country**. The City of Northport Public Works Department would like to donate 17 sets of Tennsco 3-wide, double-tiered metal lockers that have been removed from the old employee locker room and are no longer needed. Baseball Country, a non-profit organization of Compete 4 Him Ministries, Inc., would like to use them so that the children participating in their hunting ministry, Creator's Outpost, have a place to store their personal belongings. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by Councilor Conger, **Second** by Pro Tem Washington to adopt **Resolution 25-207 appointing a member to the Tuscaloosa County Special Tax Board**. Ms. Christy Bobo's term on the Tuscaloosa County Special Tax Board has expired. The attached resolution will appoint Danny C. Higdon to the Special Tax Board. The term will expire in November of 2029. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

Motion by President Dykes, **Second** by Councilor Higdon to adopt **Resolution 25-208 Appointing Tera Tubbs as City Administrator**. Tera Tubbs is currently serving as Interim City Administrator. The City Council has accepted applications for the position of City Administrator and has expressed its desire to appoint Tera Tubbs. The position of City Administrator is a contract position. Said contract will be negotiated by Councilor Conger and Councilor Higdon and presented for approval to the City Council at a subsequent meeting. The City Council appoints Tera Tubbs as its City Administrator, City Clerk, City Treasurer, and appointing authority pending approval of a contract. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

CONSENT AGENDA

Motion by Councilor Conger, **Second** by Pro Tem Washington to approve the Consent Agenda as printed for the November 17, 2025, Council Meeting:

1. Minutes, October 20, 2025, Regular Meeting – Tera Tubbs
2. Minutes, November 3, 2025, Organizational Session – Tera Tubbs
3. Minutes, November 10, 2025, Special Called Council Meeting – Tera Tubbs
4. Bill Listing, Tera Tubbs
5. Purchase Requisition, Thompson Tractor Company up to \$5,863.72 for the rental, delivery, and setup/breakdown of a 100 kW generator. The Police Department must always be connected to a functioning generator to prevent any interruption to its operations due to the loss of power. During a weekly test, it was determined that the City-owned generator at the Public Safety Compound was not working. While assessments and repairs are being done, it is critical that another generator is available to support the Police Department should there be a power loss during this time. The price quoted is for up to a four-week rental, which should cover the amount of time needed to make repairs to the City-owned generator.

6. Purchase Requisition, Cummins Mid-South up to \$7,544.08 for the labor and parts to repair the 150 kw generator located at the Public Safety Compound.
7. Purchase Requisition, replace the SCBA (Breathing Air) Compressor at Fire Station #2. The current SCBA Compressor has a busted block. The original manufacturer, Eagle Air, is no longer in business and parts are no longer available. 6000 PSI - 14 CFM Mako Compressor from CATS in the amount of \$29,950.00.
8. Purchase Requisition, replace the generator at Fire Station #4. The current generator at Fire Station #4 is over 25 years old, and replacement parts are very hard to find. Replace generator from Rick's Service Co LLC in the amount of \$15,250.00.
9. Purchase Requisition, reimburse the City of Alabaster for costs such as PPE Equipment, Payroll Cost, Tuition at Alabama Fire College for Firefighter I and Firefighter II, and Travel/Meals relating to employee Ryan Barger. Firefighter Barger was a full-time employee of the City of Alabaster, where they sponsored his Firefighter I and II certification at the Alabama Fire College. The appointing authority approved hiring, but he did not complete his three-year service obligation under Alabama State Law (Title 36, Section 36-21-7); therefore, the attached invoice, in the amount of \$12,148.90, reflects the amount owed to the City of Alabaster from the City of Northport, as his current employer.
10. Purchase Requisition, The turbo actuator in Public Works' Knuckle Boom #4484 has failed, causing the turbocharger veins to seize, which ultimately led to a loss of power and acceleration in the truck. Continuing to use the truck in this condition will lead to severe engine damage. The Public Works Department owns six knuckle boom trucks (also known as grapple loaders) to collect trash on various routes four days a week. Having all the trucks operational during the upcoming holidays is critical to the Department being able to provide this essential service to the citizens of Northport in the most effective way possible. We obtained three quotes for the needed parts, and the estimate from Truckworx Kenworth for \$5,954.56 is the lowest quote. Truckworx can have the turbocharger delivered the next day and have all the other parts in stock.
11. Purchase Requisition, Hach, in the amount of \$6,129.30, is for an effluent sampler for the Wastewater Treatment Plant.
12. Purchase Requisition, Outsourced Legal Services rendered pertaining to the River Run Park Management Contract, MaynardNexsen, \$36,053.50.
13. Purchase Requisition, Granicus, \$7,818.78. This is for the renewal of a software that assists the Finance Department in identifying and enforcing the code for short-term rental properties. This is an annual fee and is a budgeted expense.
14. Purchase Requisition, Renewal of supersedeas Bond pertaining to Condemnation of Property for the Hwy. 69/Union Chapel Road Realignment Project. On November 5, 2018, by Resolution 18-098, the City Council authorized the appeal from Probate Court to Circuit court of the Condemnation Award for the Union Chapel Road Realignment Project, for Tract 2. A portion of this condemnation appeal process required the City of Northport to post a Supersedeas Bond, which we did in 2018. In 2023, we obtained an order reducing the total bond amount to \$423,000. The attached invoice is for the renewal of said reduced bond in the amount of \$7,595.00 for a policy period of 11/20/2025 to 11/20/2026. This expense should be charged against the Hwy. 69/UCR Realignment Project and will be reimbursed by TCRIC.
15. Purchase Requisition, Service Contract for Elevators at River Run Park, Mowrey Elevator, \$3,600.00. This is for a 3 year term agreement for \$300/month.
16. Purchase Requisition, cellular wireless phone monitoring for elevators at River Run Park with Mowrey Elevator in the amount of \$2,140.00 for the year. This is for a 3-year term agreement at \$60/month per elevator and a one-time fee of \$350.00 per elevator if needed for outside antenna.
17. Purchase Requisition, Dell Technologies (Dell Marketing) for the 2026 Computer Replacement Project. This order includes laptops for the Public Works shop. The total amount for this order is \$10,692.30 and is a budgeted expense.

Roll call was as follows: Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

PUBLIC HEARINGS

- A. There were **no** Public Hearing items on the agenda for the **Engineering Department**.
- B. There were **four** Public Hearing items on the agenda for the **Legal Department**.
 1. **Resolution fixing the cost of nuisance weed abatement and authorizing filing a lien for property located at 908 15th Avenue.**
 - i. President Dykes opened the floor for item 10.b.1.
 - ii. There were no speakers.
 - iii. President Dykes closed the floor for item 10.b.1.

Motion by Councilor Higdon, **Second** by Councilor Conger to adopt **Resolution 25-209 fixing the cost of nuisance weed abatement and authorizing filing a lien for property located at 908 15th Avenue**. The nuisance was abated at the City's effort and expense, and the property owner has failed to reimburse the City after multiple notices of the nuisance and abatement. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

2. Resolution fixing the cost of nuisance weed abatement and authorizing filing a lien for property located at 3080 69th Avenue.

- i. President Dykes opened the floor for item 10.b.2.
- ii. There were no speakers.
- iii. President Dykes closed the floor for item 10.b.2.

Motion by Councilor Higdon, **Second** by Pro Tem Washington to adopt **Resolution 25-210 fixing the cost of nuisance weed abatement and authorizing filing a lien for property located at 3080 69th Avenue**. The nuisance was abated at the City's effort and expense, and the property owner has failed to reimburse the City after multiple notices of the nuisance and abatement. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

3. Resolution fixing the cost of nuisance weed abatement and authorizing filing a lien for property located at 1723 29th Avenue.

- i. President Dykes opened the floor for item 10.b.3.
- ii. There were no speakers.
- iii. President Dykes closed the floor for item 10.b.3.

Motion by Councilor Conger, **Second** by Councilor Higdon to adopt **Resolution 25-211 fixing the cost of nuisance weed abatement and authorizing filing a lien for property located at 1723 29th Avenue**. The nuisance was abated at the City's effort and expense, and the property owner has failed to reimburse the City after multiple notices of the nuisance and abatement. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

4. Resolution fixing the cost of nuisance weed abatement and authorizing filing a lien for property located at 1801 29th Avenue.

- i. President Dykes opened the floor for item 10.b.4.
- ii. There were no speakers.
- iii. President Dykes closed the floor for item 10.b.4.

Motion by Councilor Conger, **Second** by Pro Tem Washington to adopt **Resolution 25-212 fixing the cost of nuisance weed abatement and authorizing filing a lien for property located at 1801 29th Avenue**. The nuisance was abated at the City's effort and expense, and the property owner has failed to reimburse the City after multiple notices of the nuisance and abatement. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

5. Resolution Revoking Business License and Privilege to Obtain Business License in the Future.

- i. President Dykes opened the floor for item 10.b.5.
- ii. There were no speakers.
- iii. President Dykes closed the floor for item 10.b.5.

Motion by Councilor Higdon, **Second** by Pro Tem Washington to adopt **Resolution 25-213 Revoking Business License and Privilege to Obtain Business License in the Future**. Eastern Massage, LLC received a business license to operate a massage therapy business within Northport in July 2025. The owners and/or managers of Eastern Massage, Jianping Chen and Aihua Liu, also owned and operated two purported massage therapy businesses located within the City of Tuscaloosa. Following a lengthy investigation by the West Alabama Human Trafficking Task Force, Jianping Chen and Aihua Liu were both charged with four counts of felony Promoting Prostitution in the Second Degree. Due to these serious felony charges and misrepresentations made related to the nature of this business, we are recommending that the City Council revoke the business license of Eastern Massage, LLC and revoke the privilege to obtain a business license in the future for Eastern Massage, LLC, Jianping Chen, and Aihua Liu. **Roll call was as follows:** Pro Tem Washington, Yes;

Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes.
Motion Carried Unanimously.

C. There was one Public Hearing items on the agenda for the **Planning & Inspection Department.**

1. Second Reading, Ordinance ordering demolition of an unsafe structure located at 2801 17th Avenue.

- i. President Dykes opened the floor for item 10.c.1.
- ii. Jason Lightsey, 2711 16th Avenue – he is 95% complete with the demolition and expects to be completely done in 1 week.
- iii. President Dykes closed the floor for item 10.c.1.

Motion by Councilor Conger, **Second** by Pro Tem Washington to **TABLE Ordinance ordering demolition of an unsafe structure located at 2801 17th Avenue.** Jason Lightsey, owner has made significant progress in the demolition process. Table to December 1, 2025 to allow him to complete. **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

D. There were **no** Public Hearing items on the agenda for the **Police Department.**

CITY ADMINISTRATOR'S BUSINESS

Newly appointed City Administrator Tubbs expressed gratitude to the council, her family, and supporters. She pledged to work collaboratively to advance the city.

MAYOR AND COUNCIL MEMBER'S BUSINESS

Mayor Phillips – Commended President Dykes on well run, professional meeting. Congratulated City Administrator Tubbs. Reminded citizens of upcoming holiday events.

Councilor Smith, District 1 – Thanks to staff and council for their dedication and swift transition after elections. Thanksgiving meal service on November 25th at Eagles Wings Church, 11am-1pm. Over 1,000 meals planned; 125+ volunteers needed. Interested parties can sign up via Kingdom Kitchen Outreach Center's Facebook page. Congratulated City Administrator Tubbs.

Pro Tem Washington, District 2 – Potential discussion on transferring Shirley Place to Friends of Historic Northport (to be added to work session agenda). 300 turkeys, plus collard greens and sweet potatoes, to be distributed November 22nd, starting 11am at UCP Parkway. Community encouraged to spread the word to those in need. Check on friends, family, and vulnerable community members during the holiday season, noting increased risks of loneliness and suicide. Congratulated City Administrator Tubbs.

Councilor Conger, District 3 – Pink Friday event for small businesses in Northport promoted. Online holiday shopping guide for local businesses in development; businesses can submit information for inclusion via email. Guide to feature categories, maps, and printable lists to encourage residents to shop local. Congratulated City Administrator Tubbs.

President Dykes, District 4 – Discussion and clarification on addressing the council: To speak on an agenda item, attendees must sign up at a designated table before the meeting. Speakers must specify the agenda item. For non-agenda requests (e.g., potholes), residents should use the online request system, allowing staff to resolve issues without council involvement. New procedures take effect December 1st. The sign-up deadline for non agenda items is the Thursday before a council meeting at noon. The finalized agenda will be published at noon on Friday before the meeting. Holiday Open House scheduled for December 16th; families encouraged to attend. Dickens Downtown event set for December 2nd; parade on December 8th. Birthday wishes extended to Scott Murphy. Business of the Month program to resume in January. Congratulated City Administrator Tubbs.

Councilor Higdon, District 5 – Congratulated City Administrator Tubbs. Wished everyone a thankful and blessed Thanksgiving.

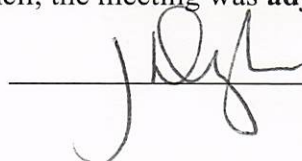
Motion by Councilor Higdon, **Second** by Pro Tem Washington to **adjourn the meeting.** **Roll call was as follows:** Pro Tem Washington, Yes; Councilor Smith, Yes; Councilor Conger, Yes; Councilor Higdon, Yes; President Dykes, Yes. **Motion Carried Unanimously.**

There being no further business to come before the Council, the meeting was **adjourned at 6:19 p.m.**

ATTEST:



Tera Tubbs, City Administrator



Jamie Dykes, President