

**MINUTES OF A REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF
JASPER, ALABAMA, HELD DECEMBER 10, 2024**

10:00 a.m. - The meeting was called to order by Presiding Officer Willie Moore, III in the Council Chambers, City Hall, 400 19th Street West, Jasper.

Present: Presiding Officer Willie Moore, III, Councilmembers Jenny Brown Short, Danny Gambrell, Josh Gates, and Jennifer W. Smith, Mayor Gary Cowen, City Clerk/Administrator Kathy Chambless

Absent: City Attorney Russ Robertson

Invocation: Building Inspector Adam Bolton

Pledge of Allegiance: Police Captain David Mize

Approval of Minutes:

Motion

Moved by Councilmember Smith, seconded by Councilmember Short that the minutes of the regular meeting November 19, 2024, be approved.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

Consider amendments to the agenda. There were no amendments to the agenda.

Consider approval of the agenda.

Motion

Moved by Councilmember Short, seconded by Councilmember Gambrell that the agenda be approved.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

Receive report and consider a recommendation for Dodge Charger Police Units.

Motion

Moved by Councilmember Smith, seconded by Councilmember Gates to reject the bid and rebid as recommended by the Purchasing Agent.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

(See following page)

RESOLUTION NO.: 2024 – 73

WHEREAS, the City Council of the City of Jasper, Alabama has given its permission to send bid invitations for 2023 Dodge Charger Police Vehicles.

WHEREAS, the City Council of the City of Jasper, Alabama has received bids from the below listed in the below listed amounts,

BIDDER

AMOUNT PER SERVICE CALL

- 2023 Dodge Charger Police Vehicles

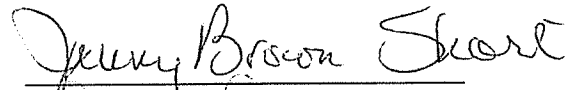
Per Unit

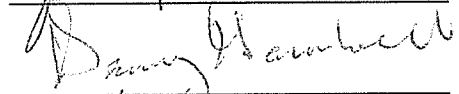
AND, WHEREAS, the City Council of the City of Jasper is desirous of awarding the bid to the lowest responsible bidder who has met bid specifications,

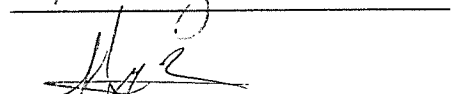
NOW, THEREFORE, BE IT RESOLVED, that the bid for 2023 Dodge Charger Police Vehicles be rejected and negotiated.

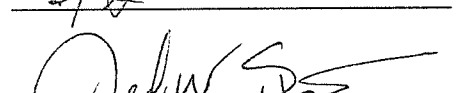
ADOPTED THIS THE 10th DAY OF December, 2024.

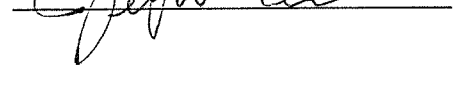


 Secret

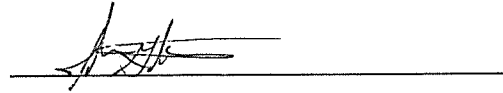








ATTEST:



Consider adoption of a Resolution to declare surplus property unneeded.

Motion

Moved by Councilmember Smith, seconded by Councilmember Gambrell to adopt a Resolution to declare surplus property unneeded.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

(See following page)

RESOLUTION NO.: 2024 – 74

WHEREAS, over the past few years, several pieces of office furniture, telecommunications equipment, and computer and office equipment have become obsolete due to the purchase of newer items and age; and

WHEREAS, the Planning Department and the Revenue Department request authorization to sell, recycle, donate, and/or dispose of these items; using its discretion to determine manner of removal, resale value and the most effective marketplace for sale; and

WHEREAS, the Planning Department and Revenue Department are requesting authorization to sell, recycle, donate, and/or dispose of the following unneeded/surplus items:

- HP DesignJet T650 Large Format 36-inch Plotter Color Printer. (Planning)
- Older Drafting Table. (Planning)
- Various outdated computer and office equipment. (Revenue)

NOW, THEREFORE, BE IT RESOLVED, that the City Council of City of Jasper, Alabama authorizes the City Purchasing Agent to sell, recycle, donate, and/or dispose of these items; using its discretion to determine manner of removal, resale value and the most effective marketplace for sale.

ADOPTED THIS THE 10th DAY OF December, 2024.

Walter Moore

Jenny Brewer Short

Debra Hamrick

[Signature]

[Signature]

ATTEST:

[Signature]

Consider an appointment to the Jasper Waterworks & Sewer Board for District 5. Presiding Officer Moore recommended that Robert Epps be reappointed. Councilmember Short nominated Robert Epps. No other nominations were made.

Motion

Moved by Councilmember Smith, seconded by Councilmember Gates to close nominations.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

Motion

Moved by Councilmember Short, seconded by Councilmember Smith to reappoint Robert Epps to the Jasper Waterworks & Sewer Board for District 5.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

Consider adoption of Budget Amendment #2024/2025-05.

Motion

Moved by Councilmember Short, seconded by Councilmember Gates to adopt Budget Amendment #2024/2025-05.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

Introduce Budget Amendment #2024/2025-06 to provide for the cost of a 10-ton trailer, the addition of one full-time position (by deleting two part-time positions) for the Cemetery department, and an access management study for Industrial Blvd. The Budget Amendment was introduced by the City Clerk and will be considered at the next regular council meeting.

Consider adoption of a Resolution to authorize Mayor Cowen to submit a formal amendment request to ADECA to increase local match funds for the CDBG and ARC application grant for infrastructure improvements for the 19th Street West project.

Motion

Moved by Councilmember Smith, seconded by Councilmember Short to adopt a Resolution to authorize Mayor Cowen to submit a formal amendment request to ADECA to increase local match funds for the CDBG and ARC application grant for infrastructure improvements for the 19th Street West project.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

(See following page)

CITY OF JASPER

RESOLUTION #: 2024 - 75

WHEREAS, the City of Jasper has received and implemented an Appalachian Regional Planning Commission (ARC) and a Community Development Block Grant (CDBG) to construct infrastructure improvements in the 19th Street West Neighborhood.

WHEREAS, now that the project is complete the city must submit a formal amendment request to ADECA which reflects the increase local match funds expended by the city on this project.


WHEREAS, the City of Jasper is submitting a Formal Amendment request to ADECA amending the final project budget to increase the local matching funds expended in support of this project to \$1,185,346.82 to complete this project as proposed in the city’s CDBG and ARC Application.

THAT, Gary Cowen, Mayor, is hereby authorized to sign and submit all required documents to this affect to ADECA requesting approval of the formal amendment.

READ AND ADOPTED this the 10th day of **December 2024**.

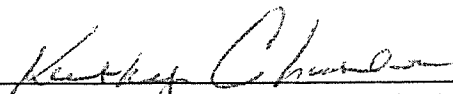
CITY OF JASPER:

By:



Gary Cowen, Mayor

Attest:



Kathy Chambless, City Clerk-CFO

Consider adoption of a Resolution to authorize Mayor Cowen to enter into an agreement with Sain Associates, Inc. to conduct an access management study along Industrial Parkway.

Motion

Moved by Councilmember Short, seconded by Councilmember Gates to adopt a Resolution to authorize Mayor Cowen to enter into an agreement with Sain Associates, Inc. to conduct an access management study along Industrial Parkway.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

(See following page)

RESOLUTION NO.: 2024 - 76


WHEREAS, the City Council of the City of Jasper, Alabama, desires to develop an access management plan along Industrial Parkway; and

WHEREAS, Sain Associates, Inc. has submitted a proposal for providing transportation planning and engineering services in conjunction with an access management study of Industrial Parkway, to extend from Whitehouse Road to AL-5 (approximately 3.4 miles); and

WHEREAS, the City of Jasper desires to accept the proposal submitted by Sain Associates, Inc.

NOW, THEREFORE, BE IT RESOLVED, that Mayor Gary Cowen has been authorized to accept the proposal submitted by Sain Associates, Inc.

ADOPTED this the 10th day of December, 2024.



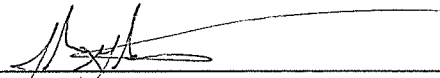
Willie Moore, III, Presiding Officer



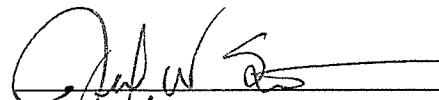
Jenny Brown Short, Councilmember



Danny Gambrell, Councilmember




Josh Gates, Councilmember



Jennifer W. Smith, Councilmember

ATTEST:



Kathy Chambless, City Clerk

Consider adoption of a Resolution to set a public hearing on consideration of the application to provide economic development assistance for QuikTrip Corporation.

Motion

Moved by Councilmember Short, seconded by Councilmember Gambrell to adopt a Resolution to set a public hearing for January 7, 2025, on consideration of the application to provide economic development assistance for QuikTrip Corporation.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

(See following page)

**RESOLUTION NO. 2024 – 77
RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF JASPER, ALABAMA**

WHEREAS, the City of Jasper, Alabama, has been presented with an economic development proposal, and that it will receive an Application for Economic Development Assistance from QuikTrip Corporation relative to the proposed construction of a fuel station and travel center operation located in the City of Jasper, Alabama; and

WHEREAS, the City Council of the City of Jasper, Alabama, believes that it is in the best interests of the City of Jasper, Alabama, to consider said proposal, and to consider whether to grant said Application; and

WHEREAS, the City must enact a Resolution setting a public hearing on the consideration of the Application;

BE IT THEREFORE RESOLVED, that the City Council of the City of Jasper, Alabama, shall conduct a public hearing in regard to the proposed Development Agreement between the City of Jasper, Alabama, and QuikTrip Corporation. Said public hearing shall occur at the time of the regular meeting of the City Council of the City of Jasper, Alabama, to-wit, at 10:00 a.m. on Tuesday, January 7, 2025.

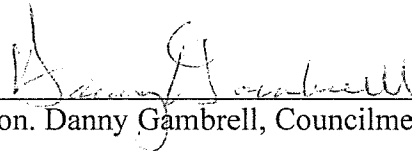
CITY COUNCIL OF THE CITY OF
JASPER, ALABAMA



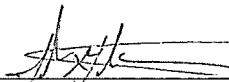
Hon. Willie Moore, III, Presiding Officer



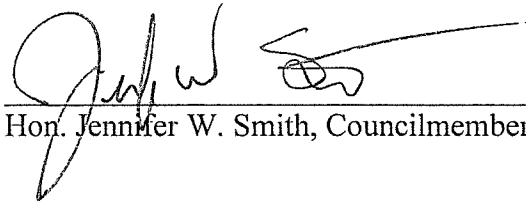
Hon. Jenny Brown Short, Councilmember



Hon. Danny Gambrell, Councilmember

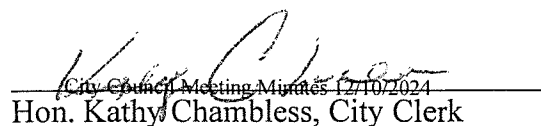


Hon. Josh Gates, Councilmember



Hon. Jennifer W. Smith, Councilmember

ATTEST:



Hon. Kathy Chambless, City Clerk

Consider setting a public hearing for the consideration of vacating a portion of Second Place, a/k/a Old Parrish-Jasper Road.

Motion

Moved by Councilmember Gates, seconded by Councilmember Gambrell to set a public hearing date of January 21, 2025, to consider vacating a portion of Second Place, a/k/a Old Parrish-Jasper Road.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

(See following pages)

**RESOLUTION NO. 2024 – 78
RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF JASPER, ALABAMA**

WHEREAS, the City of Jasper, Alabama, has been presented with a petition requesting the vacation of that portion of Second Place, a/k/a Old Parrish-Jasper Road, lying between Third Avenue South and the property of Brack O’Rear, Jr., and Robbie O’Rear; and

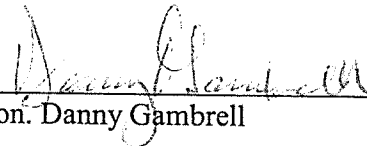
WHEREAS, the City Council of the City of Jasper, Alabama, is required, by § 23-4-20, Code of Alabama (1975), to conduct a public hearing on the consideration of the Petition;

BE IT THEREFORE RESOLVED, that the City Council of the City of Jasper, Alabama, shall conduct a public hearing in regard to the proposed vacation of said roadway, which public hearing shall occur at the time of the regular meeting of the City Council of the City of Jasper, Alabama, to-wit, at 10:00 a.m. on Tuesday, January 21, 2024.

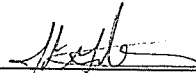
CITY COUNCIL OF THE CITY OF
JASPER, ALABAMA



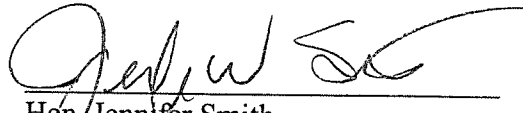
Hon. Willie Moore, III, Presiding Officer



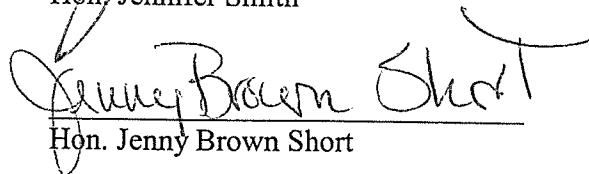
Hon. Danny Gambrell



Hon. Josh Gates

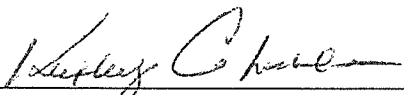


Hon. Jennifer Smith




Hon. Jenny Brown Short

ATTEST:



Hon. Kathy Chambless, City Clerk

APPROVED:



Hon. Gary Cowen, Mayor

Consider adoption of a Resolution to establish a policy for requesting and disclosing public records.

Motion

Moved by Councilmember Smith, seconded by Councilmember Gambrell to adopt a Resolution to establish a policy for requesting and disclosing public records.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

(See following pages)

RESOLUTION NO. 2024 – 79
RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF JASPER, ALABAMA

WHEREAS, the City Council of the City of Jasper, Alabama, desires to further the goals of the Alabama Public records Law by providing a policy for requesting and responding to proper public records requests submitted to the City of Jasper; and

WHEREAS, § 36-12-45, Code of Alabama (1975), specifically authorizes the City of Jasper to adopt appropriate policies for making and processing such requests;

BE IT THEREFORE RESOLVED, as follows:

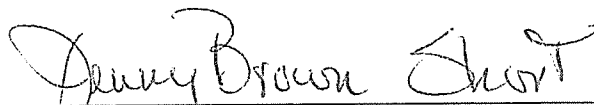
- 1) a. The attached form shall be the form which is used for submission of public records requests to the City of Jasper, Alabama;
- b. The form may be submitted by U.S. Mail or hand delivery to the City Clerk, the designated official to receive requests, at Jasper City Hall, 400 19th Street West, Jasper, Alabama, or by electronic mail to [jasperciteyhall@jaspercitey.com](mailto:jaspercityhall@jaspercitey.com).
- 2) The City Council of the City of Jasper, Alabama, designates the City Clerk as the officer to whom public records requests shall be submitted;
- 3) The City of Jasper, Alabama, shall respond to any request received pursuant to this policy in accordance with the provisions of the Public Records Law of the State of Alabama, § 36-12-40 through -46, Code of Alabama (1975);
- 4) These procedures shall be made generally and reasonably available to the public, and posted in a conspicuous place within Jasper City Hall.

WHEREUNTO, we have set our hands and seals on this the 10th day of December, 2024.

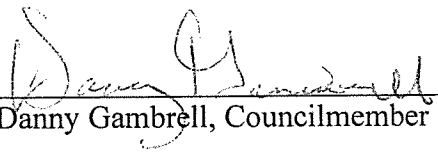
CITY COUNCIL OF THE CITY OF
 JASPER, ALABAMA



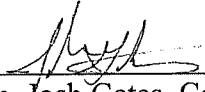
 Hon. Willie Moore, III, Presiding Officer



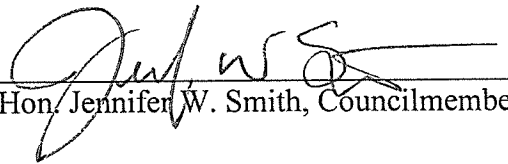
 Hon. Jenny Brown Short, Councilmember



Hon. Danny Gambrell, Councilmember

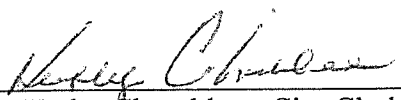


Hon. Josh Gates, Councilmember



Hon. Jennifer W. Smith, Councilmember

ATTEST:



Hon. Kathy Chambless, City Clerk

**CITY OF JASPER, ALABAMA
REQUEST FOR PUBLIC RECORDS**

I. Requester's Contact Information:

Name: _____
Telephone Number: _____
Electronic Mail: _____
Residence Street Address: _____
City: _____
State: _____
ZIP Code: _____

II. Date of Request: _____

III. Records Requested¹: _____

PAYMENT OF FEES MAY BE REQUIRED BEFORE YOUR REQUEST IS FULFILLED.

IV. By submitting this request, you acknowledge that you are an Alabama resident with standing to make a request for public records pursuant to Alabama law.

Signature

Printed Name

Request Received:

Date

City Official's Initials

¹Be as specific as possible. A public officer is not obligated to respond to a request that is vague, ambiguous, overly broad, or unreasonable in scope, nor is a public officer obligated to respond to a request that seeks records that do not exist or materials that are not public records. Additionally, extensive requests for public records may increase the fees required to cover the administrative cost of searching and copying the requested records.

Conduct a public hearing and consider adoption of an Ordinance, by unanimous consent, to adopt 2024 International Building and Electrical Codes. After no comments were made during the public hearing, a motion was considered.

Motion

Moved by Councilmember Short, seconded by Councilmember Gambrell that the rules be suspended and unanimous consent be given for immediate consideration of and action on said Ordinance.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

Motion

Moved by Councilmember Short, seconded by Councilmember Gates to adopt an Ordinance adopting the 2024 International Building and Electrical Codes.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes

(See following pages)

ORDINANCE NO.: 2024 – 15

**AN ORDINANCE TO ADOPT SELECTED REVISED VERSIONS OF THE
INTERNATIONAL BUILDING CODE AND RELATED BUILDING CODES FOR USE
WITHIN THE CITY OF JASPER, ALABAMA**

WHEREAS, the City Council of the City of Jasper, Alabama, has, from time to time, adopted various iterations of the International Building Code and its associated electrical, plumbing, and other codes, for governance of buildings within the city limits of the City of Jasper, Alabama; and

WHEREAS, the City Council of the City of Jasper, Alabama, has conducted, after proper notice, a public hearing as provided for by §11-45-8, Code of Alabama (1975), relative to the proposed adoption of the instant Ordinance adopting by reference the International Building Code and related building codes; and

WHEREAS, there was no opposition to the adoption of such Codes presented to the City Council of the City of Jasper, Alabama; and

WHEREAS, the City of Jasper Building Department recommended the adoption of the said Codes;

BE IT THEREFORE ORDAINED, as follows:

Section 1. Adoption of Codes.

The following Building Codes are hereby adopted by the City Council of the City of Jasper, Alabama:

- a). 2024 International Building Code;
- b). 2024 International Energy Conservation Code;
- c). 2024 International Residential Code;
- d). 2024 International Plumbing Code;
- e). 2024 International Mechanical Code;
- f). 2024 International Fuel Gas Code;
- g). 2024 International Existing Building Code; and
- h). 2024 National Electrical Code.

Section 2. Effective Date.

This Ordinance shall become effective immediately after its passage and publication as required by the laws of the State of Alabama.

DONE and ORDAINED, this the 10th day of December, 2024.

CITY COUNCIL OF THE CITY OF
JASPER, ALABAMA



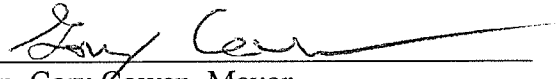
Hon. Willie Moore, III, Presiding Officer

ATTEST:

APPROVED/VETOED



Hon. Kathy Chambless, City Clerk



Hon. Gary Cowen, Mayor

Comments: Mayor Cowen thanked Billy Wade and the Street Department for designing and developing the City float. He also congratulated Jasper Police Department for their first-place float.

Councilmember Smith invited everyone to attend the DreamFit Jingle Bell Rock celebration this weekend. She also welcomed back Councilmember Gambrell.

Presiding Officer Moore announced that there will be a work session this Friday at noon.

Consider adjournment of the meeting.

Motion

Moved by Councilmember Smith, seconded by Councilmember Short to adjourn the meeting.

Vote

Councilmember Jenny Brown Short	Yes
Councilmember Danny Gambrell	Yes
Councilmember Josh Gates	Yes
Councilmember Jennifer W. Smith	Yes
Presiding Officer Willie Moore, III	Yes


10:23 a.m. – Meeting adjourned.

A P P R O V E D:



Willie Moore, III, Presiding Officer

A T T E S T:



Kathy Chambless, City Clerk/Administrator

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