

STATE OF ALABAMA)  
 )  
FRANKLIN COUNTY )

Page 1 of 3

CITY OF RED BAY

MINUTES OF A REGULAR MEETING  
RED BAY CITY COUNCIL  
September 21, 2009  
7:00 p.m.

The City Council of Red Bay met in a regular scheduled meeting September 21, 2009, 7:00 p.m. The meeting was held in the Red Bay City Hall Council Room, 203 4<sup>th</sup> Ave. S.E., Red Bay, AL.

Present and presiding was Mayor Bobby Forsythe. Council Members present were Mike Kennedy, Mike Stockton, David Tiffin, Charlene Fancher, and Brad M. Bolton.

Also present were City Attorney Senator Roger Bedford, Raburn Massey, Mike Shewbert, Police Chief Janna Jackson, and Street and Sanitation Supervisor Wayne Sims.

Janna Jackson was present as Sergeant at Arms.

Linda B. Holcomb, City Clerk, was present and recording.

David Tiffin led the Invocation.

Charlene Fancher led the Allegiance to the Flag.

At this time Mayor Forsythe gave permission for City Attorney Senator Roger Bedford to leave the meeting in order for him to drive to Montgomery for another engagement.

Mayor Forsythe informed the Council that plans with Joe Jolly & Co. to close the 2009 Obligation Warrant was progressing on schedule.

The Mayor gave an update on the Series 2009-CWSRF/ARRA-DL loan. The loan is scheduled to close the first week of October 2009. Bids for the sewage lagoon upgrade will be published in three papers across the State of Alabama. The bid opening date will be October 22, 2009.

Police Chief Janna Jackson distributed information to the Council concerning police chaplains for the department. Mayor Forsythe informed the Council that the position of chaplain was open to all ministers in Red Bay. The position requires the chaplains to ride with an officer at least thirty-six hours per year. Mayor Forsythe made a motion to adopt the chaplain policy with the stipulation that all State of Alabama requirements and regulations are met. Charlene Fancher seconded the motion, unanimously passed.

Attachment A

Mayor Bobby Forsythe made a motion for the position of investigator with the police department begin with a starting pay rate of fourteen dollars and fifty cents (\$14.50) and that APOST Certification is required. Mike Stockton seconded the motion, unanimously passed.

Brad M. Bolton made a motion to amend the agenda to add New Business Item #5 Sewage Employee Jerry Pendergraph's Rate of Pay. Mike Kennedy seconded the motion. The roll call vote was as follows: Mike Kennedy "yeas", Mike Stockton "yeas", David Tiffin "yeas", Charlene Fancher "yeas", and Brad M. Bolton "yeas".

David Tiffin made a motion to adopt Resolution #09-09-21 Franklin County Hazard Mitigation Plan. Mike Kennedy seconded the motion, unanimously passed. **Attachment B**

Mike Stockton made a motion to renew the City of Red Bay employees' health and dental insurance coverage as of October 1, 2009. Charlene Fancher seconded the motion, unanimously passed.

Mike Shewbart addressed the Council on behalf of the Alabama Park and Recreation Association. He explained that the association offers guidance and direction for young people as well as bringing in sales tax revenues. Brad M. Bolton informed the Council that the City had already met the requirement for an affiliate membership by having employed a part-time park and recreation manager during the summer season of 2009 with employment hours exceeding one thousand and twenty dollars. Bolton stated that as a long term vision he would like to see a part-time or fulltime Park and Recreation Director on staff with the City. Brad M. Bolton made a motion that the Council approve up to six hundred dollars for fees associated with becoming an affiliate member of the Alabama Park and Recreation Association. Mike Stockton seconded the motion, unanimously passed.

Mayor Forsythe informed the Council that the Sewage Board of Red Bay voted unanimously to raise employee Jerry Pendergraph's hourly rate of pay to fourteen dollars and five cents (\$14.05) upon the approve of the Red Bay City Council. Charlene Fancher made a motion to approve the pay increase, seconded by Brad M. Bolton, unanimously passed.

Mike Stockton made a motion to approve the bills, seconded by Mike Kennedy, David Tiffin **abstained** from voting for payments to Community Spirit Bank, City Auto Parts, and Tiffin Supply Co. but approved payment for all other bills. Brad M. Bolton **abstained** from voting for payments to Community Spirit Bank but approved payment for all other bills. All bills were approved for payment.

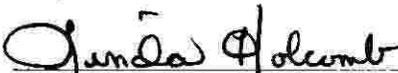
Charlene Fancher made a motion to approve the council minutes for meetings held on September 8, 2009. David Tiffin seconded the motion, unanimously passed.

Mayor Forsythe announced that the next regular scheduled meeting of the Red Bay City Council will be Monday, October 5, 2009, 7:00 p.m., Red Bay City Hall Council Room, 203 4<sup>th</sup> Ave. S. E., Red Bay, AL.

Mike Stockton made a motion to adjourn, seconded by Charlene Fancher, unanimously passed.

Time of Adjournment: 7:54 p.m.

  
Bobby Forsythe  
Mayor

  
Linda Holcomb, CMC  
City Clerk

Attachment A: 3 pages

Attachment B: 1 page

## RED RAY POLICE DEPARTMENT VOLUNTEER POLICE CHAPLAINCY PROGRAM

The purpose of this order is to set forth objectives, requirements for participation, assignment and training of qualified Volunteer Police Chaplains and to prescribe the responsibilities of units requesting their services.

### I. OBJECTIVES

The Volunteer Police Chaplaincy Program is designed to:

- A. Provide non-denominational spiritual support to Red Bay Police Department personnel and victims of crimes/tragedies in Red Bay.
- B. Enhance the Department's 24-hour service to the Red Bay Community.

### II. APPLICATION AND SELECTION REQUIREMENTS

A. The applicant must:

1. Be a minister who is credentialed by a recognized ecclesiastic body and either ordained or licensed.
2. Possess a valid unrestricted driver's license or be eligible to receive one by the date of appointment.
3. Possess current individual medical and auto insurance coverage.

B. Qualified applicants must pass the following:

1. Oral and Personal History Questionnaire interviews.
2. Background investigation developed for the Volunteer Police

### Chaplaincy Program

The appointment of qualified persons to the position of Volunteer Police Chaplain is at the discretion of the Chief of Police and the Police Committee of the Red Bay City Council.

### III. ASSIGNMENT AND TRAINING

- A. The Chief of Police shall administer the Volunteer Police Chaplaincy Program.
- B. The Chief shall conduct an academy consisting of a minimum of 16 hours of law enforcement related training for all new Volunteer Police Chaplains before they are placed in work assignments.
- C. The Volunteer Police Chaplains shall be required to participate in continuing education in order to retain their status as chaplains in the program. The department will provide this training.
- D. Volunteer Police Chaplains shall devote 36 hours annually to ride-along with Red

Bay Police Department personnel.

- E. The duty Chaplain may ride with an officer during part of his/her tour of duty or be on "on-call" status. The duty Chaplain shall respond within 45 minutes from the time of dispatch.

#### IV. DUTIES OF THE VOLUNTEER CHAPLAIN

- A. The duty Chaplain may be requested to assist with the following types of incidents and special events, with approval of supervisory personnel:
  - 1. Delivery of death notices.
  - 2. Attempted or actual suicides.
  - 3. Hostage situations.
  - 4. Lost child.
  - 5. Sexual assaults.
  - 6. Child abuses.
  - 7. Major family disturbances.
  - 8. Major traffic accidents involving serious injury or death.
  - 9. Line of duty deaths.
  - 10. Accident situations involving serious injuries or death at homes, construction sites fires, drowning, etc.
  - 11. Hospital calls and home visits to RBPd personnel in cases of long confinement.
  - 12. Counseling of RBPd personnel with personal or specific problems.
  - 13. Critical Incident Stress Debriefings.
  - 14. Major demonstrations involving large numbers of law enforcement officers.
  - 15. Attend and participate in funerals of active as well as retired members and employees of the Red Bay Police Department.
  - 16. Conduct memorial services.
  - 17. Periodically attend line-ups throughout the Department.
  - 18. Attend departmental graduations, promotions, award ceremonies, dinners, social events, etc., and offer invocations and benedictions.
  - 19. Enhance public relations.
  - 20. Major disasters within Red Bay and Franklin County, Alabama.

#### V. REGULATIONS AND PROCEDURES

- A. Non-sworn Volunteer Police Chaplains are not law enforcement officers but are experienced representatives of their denomination, duly ordained or licensed and approved.
- B. The Volunteer Police Chaplains' responsibility is to assist all officers, upon request, in matters within the Chaplain's realm. The non-sworn Chaplain shall not, in any way, interfere with an officer in the performance of his/her duties, and are subject to the authority of the requesting officer.

- C. All Chaplains, when on duty, shall properly identifies' him/herself, be courteous and conduct him/herself in a manner that is in accordance with the Red Bay Police Department Manual of Rules.
- D. The non-sworn Chaplain shall have a basic knowledge of the duties of law enforcement officers, be aware of new procedures and be willing to attend training sessions and programs conducted by the Police Department.
- E. The duty Chaplain shall normally be available to the dispatcher at all times, either by pager, radio or telephone.
- F. It should be understood that members and employees of the Red Bay Police Department who request counseling sessions with the Volunteer Chaplain are entitled to a privileged communication which will not be reported to a supervisor or have any bearing on job status. Confidentiality will be strictly maintained except in the following circumstance:
- G. A Volunteer Chaplain who, as a consequence of obtaining any information from a member or employee, believes that the member/employee is an immediate danger to him/her self or others, shall first notify the Chief of Police.  
A Chaplain Activity Report must be completed after each Chaplain involved incident. The entry shall include the date, time of occurrence, time the incident is completed and type of activity. Chaplain Activity Reports shall be kept in the Chiefs office located in the Community Services Section. A Chaplain Activity Report shall be completed by the duty Chaplain at the end of his/her tour of duty. All contacts with Department personnel shall remain confidential and employees/members shall not be identified on Chaplain Activity Reports. Referral sheets requesting chaplain assistance shall be controlled and maintained by the Chief of Police.

## VI. REASONS FOR DISMISSAL/PROCEDURE

- A. Violations of Chaplain conduct include, but are not limited to:
  - 1. Violation of the Manual of Rules.
  - 2. Repeated failure to respond when called.
  - 3. Excessive tardiness.
  - 4. Breech of confidentiality.
  - 5. Failure to perform duties.
- B. If one or more of the above actions are performed, the Chaplain will be subject to:
  - 1. Counseling with the Chief.
  - 2. Review by the Mayor and Council of the City of Red Bay.
  - 3. Dismissal from the program by the Chief of Police.

## VII. PERMISSION TO CARRY BADGE

- A. The Chief of Police may approve each chaplain to carry a badge.
- B. The purpose of a badge will be only used for the chaplain to identify himself/herself as a chaplain while on duty with the Red Bay Police Department.

## RESOLUTION NO#09-09-21

### MULTI-JURISDICTION HAZARD MITIGATION PLAN

Whereas, Section 409 of the Robert T. Stafford Disaster Relief Act and Emergency Assistance Act (Public Law 93-228, as amended), Title 44 CFR, as amended by Section 102 of the Federal Disaster Mitigation Act of 2000, as administered by the Federal Emergency Management Agency, Region IV, requires and provides a framework for all state and local governments to review and evaluate a local hazard mitigation strategy to protect life and property through an assessment of risk and mitigation practices, as a condition of receiving Federal disaster and hazard mitigation assistance; and,

Whereas, the Franklin County Emergency Management Agency, along with other officials in Franklin County, has been involved in the development of the Franklin County Multi-Jurisdictional Hazard Mitigation Plan; and,

Whereas, the City of Red Bay supports the enhancement and refinement of the Plan in accordance with guidance from the Alabama Emergency Management Agency and the Federal Emergency Management Agency; and,

Whereas, the Franklin County Multi-Jurisdictional Hazard Mitigation Plan has been reviewed by the Alabama Emergency Management Agency and the Federal Emergency Management Agency and has obtained approval pending adoption by local legislative bodies; and,

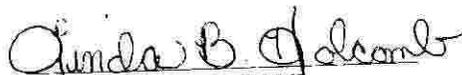
Whereas, the draft Franklin County Multi-Jurisdictional Hazard Mitigation Plan was advertised at a public meeting on April 6, 2008 and again following review by the Federal Emergency Management Agency and the Alabama Emergency Management Agency on August 11, 2009;

NOW, THEREFORE, BE IT RESOLVED BY THE City of Red Bay, Franklin County, ALABAMA that the Franklin County Multi-Jurisdictional Hazard Mitigation Plan is hereby adopted as the Franklin County MultiJurisdictional Hazard Mitigation Plan.

Duly Passed and Adopted this September 21, 2009.

ATTEST:

City of Red Bay:

  
Linda B. Holcomb, CMC  
City Clerk

  
Bobby Forsythe  
Mayor