

MARK BARLOW  
MAYOR

JESSICA JONES  
CITY CLERK

TROY WILLCUTT  
ACTING POLICE CHIEF

KENNETH WAITES  
FIRE CHIEF



COUNCIL MEMBERS:

RANDY LITTLE, PLACE 1

MIKE BUTLER, PLACE 2

JASON SKELTON, PLACE 3

ALLISON REESE, PLACE 4

EMANUEL L "BUBBA" PHILLIPS,  
PLACE 5

## MINUTES OF October 3, 2023

### Regular Meeting

The City Council of the City of Satsuma, Alabama, convened in regular public session at City Hall in said city at 7:00 p.m. the 3rd day of October 2023.

Mayor Barlow welcomed everyone and reminded everyone in attendance to turn all cell phones in the silent or off position. Everyone was requested to stand for pledge.

### Invocation

Dr. Bradley Chamblee led the invocation and Pledge of Allegiance.

On roll call, the following answered present:

Mayor	Mark Barlow
Council Members	Jason Skelton
	Randy Little
	Bubba Phillips
	Allison Reese
	Mike Butler

Jessica Jones, City Clerk, Brittany Allen, Assistant City Clerk, Jay Minus, City Attorney, Ken Waites, Fire Chief, Troy Willcut, Acting Police Chief, Travis Jones, Public Works Supervisor and George Fralic, Building Inspector were also in attendance.

A quorum was present and Mayor Barlow opened the meeting for the transaction of business.

### **Agenda**

On a motion made by Councilmember Reese and seconded by Councilmember Little, the motion carried unanimously the agenda was approved.

### **Approval of Minutes**

Mayor Barlow presented the minutes from the Regular Meeting held on August 15, 2023. Councilmember Phillips made a motion to approve the minutes. Councilmember Little seconded the motion and it carried unanimously.

### **Recognitions**

Municipal Judge John Williams administered the oath of office to Officer Nicholas Bishop and Officer Mitchell Bryars.

Acting Police Chief Troy Willcutt gave a commendation to Officer Busic for the hard work he has done with narcotics within the city as well as the identification and arrest of a subject wanted for multiple vehicle burglaries in surrounding jurisdictions.

Mayor and Council presented Key Student awards to Robert E. Lee Students for the Month.

### **Visitors**

Cara Stallman came before council with Don Bates from Osprey Initiative. Don gave a presentation on the litter trap that Cara received a grant for awarded by ADEM.

Shirley Presnall came before council to ask about the progress on the plaque for Jack Presnall. Jessica Jones told Mrs. Presnall she would have to get with Edith Butler on this matter. Mrs. Presnall also stated she is working with Paul Rankin, Woodman of the World, to get landscaping done around the monument.

Doug Butler came before council and stated how beautiful Steele Creek was looking. Mr. Butler asked council for a ladder to be added to the piers for older citizens like himself that have problems getting in and out of their boats. Council stated they contacted the engineering firm to see what can be placed to not damage boats and will hold up to the environment.

Robert W. Smith, 252 Bayou Ave. E., stated he built up his property to prevent flooding. Mr. Smith stated the drain line is plugged that runs to the creek, and needs to be cleaned out so water can drain more efficiently. Mayor Barlow asked George and Travis to look into this matter.

David Gerald, 5270 Joginell Dr. E., came to council to discuss that Saraland Water dug up the road in two different areas and just filled them in gravel. Mr. Gerald stated the

gravel is all over the road and it is very dusty. Mayor Barlow stated we would get with them again to get the holes repaired.

Joann Adams, 5723 Apache Dr., came to council to discuss the situation with stray dogs around her house. Donna Dougherty, 5722 Apache Dr., came with Mrs. Adams. Mrs. Dougherty stated they would have up to fifteen stray dogs at one time in their yards. Mrs. Adams asked council if there is a policy on how many dogs one person can have. Mrs. Dougherty stated the neighbor has a lot of dogs and they bark constantly. Mayor and Council advised to call the Police Department and they would get animal control out the next time this happens.

### **Mayor's and Council's Reports:**

#### **Mayor's Report**

Mayor Barlow expressed his condolences to several families on the death of their loved ones throughout the City of Satsuma.

Mayor Barlow stated earlier in pre-council Officer Bishop and Officer Bryars were sworn into the City of Satsuma Police Department. Mayor Barlow stated Officer Busic received a commendation for the work he has done with narcotics within the city as well as the identification and arrest of a subject wanted for multiple vehicle burglaries in surrounding judications.

Mayor Barlow stated he spoke with SARPC about the update on the van. SARPC stated it could be the middle of the month.

Mayor Barlow stated Joe Tarver ordered windows and materials for the library and he is just waiting on both to come in to begin construction.

Mayor Barlow stated work is progressing at city hall. George received quotes for the doors and that would begin soon. George is also working on getting quotes for the cabinets and desks in the front of city hall to be updated.

Mayor Barlow stated the GMC should have the 3<sup>rd</sup> Street Project out for review this week and hopefully out for bid next week.

Mayor Barlow reminded everyone the Grand Opening for the Chapel is October 15, 2023 at 2:00 P.M.

Mayor Barlow reminded everyone the ribbon cutting and Grand Opening of Steele Creek will be on October 17, 2023 at 10:00 A.M. and Commissioner Blankship would be in attendance.

Mayor Barlow stated that everyone received the updated Budget FY-23-24 after the changes made at the Workshop last Tuesday.

Mayor Barlow gave his thanks to Cara for her work getting the RCD Grant in the amount of \$5,000.00 for landscaping.

Mayor Barlow stated the ongoing projects throughout the city, sidewalks, paving etc. are waiting to go to bid.

**Public Services – Councilmember Little**

Councilmember Little gave the inspections report.

14 new permits

6 nuisance complaints

38 open permits

2 ordinance violations

Councilmember Little stated that public works has been working on power washing at the Community Center.

Councilmember Little stated the meals on wheels program delivered 800 meals for the month of September. Councilmember Little stated that the meals on wheels program served 40 clients in the month of September.

Councilmember Little stated the seniors would like a TV and an antenna at the Community Center.

**Public Safety – Councilmember Butler**

Councilmember Butler gave a report for the Fire Department for the month of September: 46 emergency medical calls, 10 fire related calls, 2 wood and grass fire calls, 1 structure fire call, 1 motor vehicle fire call, 2 motor vehicle accidents, 0 mutual aids given, 1 mutual aid received, 12 other calls, and 3 overlapping calls, with a total of 75 calls for the month.

Councilmember Butler gave a report for the Police Department for the month of September: 721 calls for service, 6 felony cases, 1 felony arrests, 62 misdemeanor cases, 25 misdemeanor arrest, 4 traffic accidents, 116 traffic citations, 3 ordinance citations and the previous month calls were 630. Total calls for the year of 2023 is 4153.

Councilmember Butler stated the Fire Department is holding a boot drive on November 18, 2023 to purchase Christmas gifts for needy children. Councilmember Butler also stated the Police and Fire Departments would be collecting toys in November and December.

**Administration – Councilmember Skelton**

Councilmember Skelton had nothing to report.

**Parks & Recreation – Councilmember Reese**

Councilmember Reese stated the fall banners look great around the city. Councilmember Reese stated her thanks to Travis Jones and the Public Works department for getting those up.

Councilmember Reese also stated the bows at Baldwin Square also look nice.

### **Public Works – Councilmember Phillips**

Councilmember Phillips stated Public Works is very busy cutting grass, cleaning ditches, and weed eating throughout the city. Councilmember Phillips stated his thanks to Public Works.

### **Items for Consideration**

#### **A. Consideration of payment of the bills in the amount of \$43,583.84.**

On a motion by Councilmember Skelton and seconded by Councilmember Phillips, with all voting “aye” Council unanimously approved and the motion carried.

#### **B. Discussion and consideration of accepting the Audit FY 21-22.**

On a motion by Councilmember Skelton and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

A roll call was requested by Councilmember Phillips.

Councilmember Little – Yes

Councilmember Butler – Yes

Councilmember Skelton – Yes

Councilmember Reese – Yes

Councilmember Phillips – No

Mayor Barlow - Yes

#### **C. Discussion and consideration of quote from Joe Tarver Construction in the amount of \$35,000.00 for the replacement of windows and window frames at the library.**

On a motion by Councilmember Phillips and seconded by Councilmember Reese, with all voting “aye” Council unanimously approved and the motion carried.

#### **D. Discussion and consideration of Budget FY 23-24.**

On a motion by Councilmember Skelton and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

#### **E. Discussion and consideration of hiring Morgan Waller as an Office Assistant to replace Edith Butler.**

On a motion by Councilmember Skelton and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

#### **F. Discussion and consideration of Jessica Jones attending Municipal Clerks Annual Conference.**

On a motion by Councilmember Butler and seconded by Councilmember Skelton, with all voting “aye” Council unanimously approved and motion carried.

#### **G. Discussion and consideration to award purchase order to Osprey for Liter Trap at Steele Creek.**

On a motion by Councilmember Skelton and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

**Resolutions, Ordinances, Orders & Other Business****A. Resolution 2023-10-01- To accept renewed “tax revenue” enhancement agreement – business license administration” and between Avenu insights & Analytics, LLC, and the City of Satsuma.**

On a motion made by Councilmember Reese and seconded by Councilmember Skelton, with all voting “aye”, Council unanimously approved and the motion carried.

**B. Resolution 2023-10-02- Chapel**

On a motion made by Councilmember Phillips and seconded by Councilmember Skelton, with all voting “aye”, Council unanimously approved and the motion carried.

**C. Ordinance No. 551**

On a motion made by Councilmember Phillips to suspend the rules and set for immediate adoption and seconded by Councilmember Little, a roll call vote was given.

Councilmember Little – Yes

Councilmember Butler – Yes

Councilmember Skelton – Yes

Councilmember Reese – Yes

Councilmember Phillips – Yes

On a motion made by Councilmember Phillips and seconded by Councilmember Little, with all voting “aye”, Council unanimously approved and the motion carried.

**D. Resolution 2023-10-03- Litter Trap**

On a motion made by Councilmember Little and seconded by Councilmember Skelton, with all voting “aye”, Council unanimously approved and the motion carried.

**E. Executive Session to discuss legal matters.**

On a motion made by Councilmember Reese and seconded by Councilmember Skelton, with all voting “aye” during a roll call vote, council went into executive session at 8:08 P.M. to discuss a legal matter to last approximately 20 minutes. Council reconvened at 8:35 P.M.

**Adjournment**

With no further business to come before the Council, Councilmember Skelton made a motion to adjourn the meeting, Councilmember Reese seconded the motion and the meeting adjourned at 7:36 P.M.

/s/ Mark Barlow  
Mark Barlow, Mayor

/s/ Randy Little  
Councilmember Randy Little

/s/ Mike Butler  
Councilmember Mike Butler

/s/ Jason Skelton  
Councilmember Jason Skelton

/s/ Allison Reese  
Councilmember Allison Reese

/s/ E. L. Phillips  
Councilmember E.L. "Bubba" Phillips

ATTEST: /s/ Jessica Jones  
Jessica Jones, City Clerk