

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 December 5, 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 5<sup>th</sup> day of December 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

Councilmember Reese 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
	Mike Butler
	Allison Reese

Absent

Jessica Jones, City Clerk, Jay Minus, City Attorney, Ken Waites, Fire Chief, Troy Willcutt, 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 Little and seconded by Councilmember Reese, the motion carried unanimously the agenda was approved.

### **Approval of Minutes**

Mayor Barlow presented the minutes from the Regular Meeting held on November 21, 2023. Councilmember Little made a motion to approve the minutes. Councilmember Skelton seconded the motion and it carried unanimously.

### **Recognitions**

#### **Visitors**

Jordan Orr came before council to discuss removing a road easement through her property located on Juniper Ave. Mayor Barlow stated this should not be a problem and George can get with the city attorney, Jay Minus, and see what steps need to be taken.

### **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 the van arrived today from SARPC.

Mayor Barlow stated Travis and other department heads attended the pre-construction meeting last week for the 3<sup>rd</sup> Street Project. Mayor Barlow stated the construction

Mayor Barlow stated the Christmas Parade has been rescheduled for December 16, 2023 at 5:00 p.m.

Mayor Barlow stated the Grinch Breakfast held on December 2, 2023 was a success.

Mayor Barlow stated vendors will be set up for Arts and Crafts in the park on December 9, 2023 following the Reindeer Run which starts at 8:00 a.m.

Mayor Barlow stated the trash ramp needs some work on new stalls, concrete pads, and paving going to trash ramp and shooting range. Mayor Barlow stated he hopes to have quotes on these projects soon.

Mayor Barlow stated the paving at Bayou, 3<sup>rd</sup>, and 6<sup>th</sup> Street is done and striping needs to be done next.

Mayor Barlow stated Travis has been working on drainage issues and repairs throughout the city.

Mayor Barlow stated the Tour of Homes is December 9, 2023 from 5:00 p.m. to 8:00 p.m.

Mayor Barlow stated George is working on quotes for the restrooms at Wright Park, restrooms at Baldwin Square, other upgrades, and playground equipment.

Mayor Barlow stated George is working with city attorney, Jay Minus, on a resolution for the increase in permit cost.

Mayor Barlow stated the project at the library is still in progress.

### **Public Services – Councilmember Little**

Councilmember Little stated the Garbage Ramp is in need of concrete pad and covering for more trucks and paving of the road. Councilmember Little stated hopefully we will have a quote on the work soon.

Councilmember Little gave the building department report for the month of November.

22 New Permits

38 Building and trade permits

6 nuisances

37 open permits

13 new construction permits

1 commercial permit for Southern Tire Mart.

Councilmember Little stated the striping on the new bus looks great. Councilmember Little stated the van arrived today from SARPC.

Councilmember Little stated Meals on Wheels delivered over 700 meals for the month of November.

### **Public Safety – Councilmember Butler**

Councilmember Butler gave the monthly report for the Police Department.

647 calls of service

7 felony cases

45 misdemeanor cases

38 arrests

8 traffic accidents

151 traffic citations

656 calls of service previous month

5,456 calls of service for 2023

Councilmember Butler gave the monthly report for the Fire Department.

62 calls for service

39 emergency medical calls

7 fire related calls  
2 structure fire  
2 grass/woods fire  
3 motor vehicle accident  
3 mutual aid given  
1 automatic aid given  
20 other calls  
1 hazardous material incidents  
4 overlapping calls

Councilmember Butler stated Roger Nelson is a new firefighter/EMT and started work on December 2, 2023.

#### **Administration – Councilmember Skelton**

Councilmember Skelton stated the Junior Councilmembers are attending a Chamber Meeting at Saraland Chamber of Commerce.

Councilmember Skelton stated the Christmas parade had been changed to December 16, 2023 at 5:00 p.m.

Councilmember Skelton stated he reached out to the owner of Arbour Apartments and received feedback about the Section 8 questions. Councilmember Skelton read the response he received which stated they have a new Manager for the complex, but Arbour Valley still owns and manages the complex and they are not selling. The response also stated they do not have section 8 units and if someone applies for an apartment and they bring their own individual housing voucher, that they applied for and received from Mobile County then they can use it to help pay rent. The renters still have to pass a credit and background check and show they can pay rent over the amount of their voucher and can support themselves and pay their utilities, etc.

#### **Parks & Recreation – Councilmember Reese**

Councilmember Reese stated tomorrow at 10:30 a.m. is the last pre-school reading at the library for the year.

Councilmember Reese stated the library received the RC&D Grant in the amount of \$8,500.00 and used the grant to upgrade lighting throughout the library.

Councilmember Reese stated the Spirit of Satsuma Band received Band of the Year award from WKRK.

Councilmember Reese stated the Reindeer Run is on Saturday December 9, 2023 at 8:00 and you can still sign up for the event.

Councilmember Reese stated Arts and Crafts in the Park will be on Saturday December 9, 2023 from 10:00 a.m.- 4:00 p.m. at Baldwin Square.

Councilmember Reese stated her thanks to Travis and the Public Works Department on getting all the Christmas decorations up throughout the city.

**Public Works – Councilmember Phillips**

Councilmember Phillips gave the report for Public Works Department.

Fixing Pot Holes, hanging Christmas lights throughout the city, putting up nativity scene, cleaning ditches and putting up flashing stop sign.

**Items for Consideration**

**A. Consideration of payment of the bills in the amount of \$62,573.27**

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 resignation in bad standing from Tricia McMeans.**

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

**C. Discussion and consideration of a 2.5% raise for city employees.**

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

**D. Discussion and consideration of quotes received for the polishing of the floors and deep clean of Steele Creek Lodge.**

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

**E. Discussion and consideration sponsoring Satsuma High School Tennis Team.**

On a motion by Councilmember Little to sponsor the Tennis team in the amount of \$200.00 and seconded by Councilmember Skelton, with all voting “aye” Council unanimously approved and the motion carried.

**F. Discussion and consideration of sponsoring Satsuma High School Softball Team,**

Tabled to next Council Meeting

**G. Discussion and consideration of quotes received for Safety Dinner and Safety Bonus for all employees including the library.**

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

**H. Discussion of amending resolution for Union Chapel for the Women’s Club.**

Mayor and Council voted and approved the amended resolution

**Resolutions, Ordinances, Orders & Other Business**

**A. Resolution 2023-12-01-Renew Line of Credit with Regions Bank**

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

**B. Resolution 2023-10-02-01-Amending Resolution for Union Chapel for the Women’s Club.**

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

**C. Ordinance 357-03- Order of Procedures for meetings of Council.**

On a motion made by Councilmember Skelton to introduce Ordinance 357-03 and seconded by Councilmember Little, with all voting “aye”, Council unanimously approved and the motion carried.

**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 7:54 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