

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 May 7, 2024

### Regular Meeting

The City Council of the City of Satsuma, Alabama, convened in regular public session at City Hall in said city at 6:30 p.m. the 7th day of May 2024.

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 Skelton led the invocation and Pledge of Allegiance.

On roll call, the following answered present:

Mayor	Mark Barlow
Council Members	Randy Little
	Jason Skelton
	Allison Reese
	Emanuel Phillips
Absent	Mike Butler
Junior Council Members	

Jessica Jones, City Clerk, Jay Minus, City Attorney, Troy Willcutt, Acting Police Chief, Travis Jones, Public Works Supervisor, Brittany Allen, Assistant City Clerk 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 April 16, 2024. Councilmember Little made a motion to approve the minutes. Councilmember Skelton seconded the motion and it carried unanimously.

Mayor Barlow presented the minutes from the Workshop held on April 23, 2024. Councilmember Little made a motion to approve the minutes. Councilmember Phillips seconded the motion and it carried unanimously.

### **Recognitions**

Mayor and Council recognized the Key Students from Lee Elementary.

Mayor Barlow stated the SHS Hi Q Team was unable to attend council due to prior commitments. (Individual awards were delivered to SHS)

### **Visitors**

Kristen Moore, Distinguished Young Women, came before council to discuss the program and to request a sponsorship.

On a motion by Councilmember Phillips to sponsor in the amount of \$500.00 and seconded by Councilmember Skelton, with all voting “aye” Council unanimously approved and the motion carried.

Alex Clark, 5716 Clark Cir., came before council to discuss speeding and other dangerous driving along Juniper Ave. and Clark Cir. Cindie McLain, 267 Juniper Ave., came before council to discuss the same issue. Mayor and Council discussed signs, speed bumps, and other traffic safety devices. Mayor Barlow stated to give him and council some time to discuss further and come up with a solution.

### **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 SHS baseball team had a great season and made it to the second round of the playoffs.

Mayor Barlow stated SHS softball team also had a great season but unfortunately lost at regionals this morning.

Mayor Barlow stated SHS Track and Field are having a great season.

Mayor Barlow stated next week the senior girls will have a luncheon at the Library and the senior boys will have a luncheon at Steele Creek Lodge.

Mayor Barlow stated Memorial Day Ceremony at city hall will be May 27, 2024 at 9:00. Mayor Barlow stated if you plan to attend let Jessica know so the agenda can be finalized.

Mayor Barlow stated the Water/Sewer Project is progressing.

Mayor Barlow stated Joe Tarver is working hard to get the windows finished at the library.

Mayor Barlow stated the restrooms at Baldwin Square are nearly complete.

Mayor Barlow stated the restrooms at the C&D fields at Wright Park are still progressing.

Mayor Barlow stated the project at the trash ramp has begun.

Mayor Barlow stated the pre-construction meeting for the rail crossing was last week. Mayor Barlow stated we are only waiting on permits from the railroad.

Mayor Barlow stated S.C. Stagner will begin the sidewalks next week.

Mayor Barlow asked Alan Killen, Civil Southeast, to come forward to discuss the future sidewalks. Alan stated the packet he gave everyone had maps included of the future possibilities of the sidewalks. Alan stated one area would be in front of the community center and down to Steele Creek Lodge. Alan stated another area would be around the softball field and Baldwin Square. Councilmember Little stated it would be nice to have some lighting in front of the community center and Steele Creek Lodge.

Mayor Barlow stated we are in the progress of getting rid of the old trailer behind public works.

Mayor Barlow stated the Saraland-Satsuma-Chickasaw Scholarship Fund Banquet is Friday May 10, 2024, at 6:30 p.m.

Mayor Barlow stated the city will have a clean-up day on June 8, 2024 at city hall.

Mayor Barlow stated the repairs to the monument have been completed.

Mayor Barlow stated the plaques for Bubba Hamblin and Marjorie Windham have come in.

**Public Services – Councilmember Little**

Councilmember Little gave the Senior Report.

Total Medical Trips -34

Total Miles – 821

Number of clients served -43

Number of Meals Delivered - 903

Councilmember Little gave the Inspection Report

New Permits for April -31

Building and Trade Inspections -29

Nuisance Complaints -6

Active Permits -77

Permits for 2024- 120

Inspections for 2024- 149

Councilmember Little gave the Sanitation Department report.

Repairs to #7, #8, and #5 sanitation trucks

New Sanitation truck arrived this morning.

**Public Safety – Councilmember Butler**

Mayor Barlow gave the monthly report for the Police Department.

Calls of Service-757

Felony Cases- 4

Felony Arrest – 2

Misdemeanor Cases- 69

Misdemeanor Arrests-47

Traffic Accidents – 3

Traffic Citations -87

Traffic Warning Citations -62

Municipal Ordinance Citations -2

Calls of Service previous month- 715

Mayor Barlow gave the monthly report for the Fire Department.

Calls of Service -82

Emergency medical Calls- 56

Fire Related Calls -4

Mutual Aid Given – 1

Mutual Aid Received -1

Overlapping Calls -16

**Administration – Councilmember Skelton**

Councilmember Skelton stated he has nothing to report.

**Parks & Recreation – Councilmember Reese**

Councilmember Reese asked Troy Willcutt if anybody was at range shooting at 7:00 a.m. Troy Willcutt responded no but there is hunting land close to the range.

Councilmember Reese addressed the letter from the school. Councilmember Reese stated they may want to apply for an ADEM Grant for the rubber material at the playground.

Councilmember Reese gave the Parks monthly report.

Repaired gate and fence at Wright Park

Replaced chandelier at City Hall

Pressure washed all stands at HS field and softball field

Repaired leak in kitchen at Community Center

Repaired water fountain at Dog Park

Councilmember Reese asked if it can be posted on social media that the splash pad is open. City Clerk, Jessica Jones, stated she would email Jackie tomorrow.

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

Councilmember Phillips gave the monthly report for Public Works.

Cleaned ditches and drains

Picked up paper on Hwy 43

Picked up limbs

Weed eat

Ran leaf vac daily

Replaced signs

Completed bridge inspection for ALDOT

### **Items for Consideration**

#### **A. Consideration of payment of the bills in the amount of \$119,159.97.**

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 quotes received for tree removal on Juniper Ave.**

Councilmember Little stated the quote from Hammco Tree Service is \$960.00 to cut and dispose with an added \$125.00 to grind the stump

Councilmember Phillips stated the quote from Reed’s Tree and Lot Service with no stump is \$1,075.00.

On a motion to award the bid to Hammco Tree Service in the amount of \$960.00 by Councilmember Reese and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

#### **C. Approval of Mayor Barlow signing the annual MS4 report.**

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

#### **D. Discussion and consideration of amending the college educational incentive policy.**

Councilmember Reese asked if the degree obtained by employees would have to apply to the current job the employee holds. The education policy for the City of Satsuma states the employee with a degree will qualify for the educational incentive.

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

**E. Discussion and consideration of amending the public safety certification incentive policy.**

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 quotes received for flooring, chairs, and server migration to SharePoint at city hall to be purchased with Corrections Fund.**

Councilmember Reese asked if the carpet needed replacing, City Clerk, Jessica Jones, stated yes there are stains and the carpet is over 15 years old. Councilmember Reese asked if the carpet could be cleaned. City Clerk, Jessica Jones, stated yes but the money in Corrections Fund can only be used for this anyway.

On a motion by Councilmember Little to ask for quotes for the upgrades at city hall and seconded by Councilmember Skelton, with all voting “aye” Council unanimously approved and the motion carried.

**G. Discussion and consideration of 5-year inspection on sprinkler system at the Public Safety Building to be purchased with Corrections Fund.**

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

**H. Discussion of setting a public hearing with recommendation from the Planning Board to amend zoning ordinance.**

On a motion by Councilmember Phillips to set a Public Hearing on May 21, 2024 at 6:15 p.m. and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

**I. Discussion and consideration of 2.5% across the board raise.**

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

**J. Discussion and consideration of 5% merit raise for Gage Busic.**

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

**K. Discussion and consideration of 5% merit raise for William Cherry.**

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

**L. Discussion and consideration of 5% merit raise for Mitchell Bryars.**

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

**M. Discussion and consideration of 5% merit raise for Taranja Griggs.**

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

**N. Discussion and consideration of 5% merit raise for Jordan Tuite.**

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

**O. Discussion and consideration of 5% merit raise for Jared May.**

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

**P. Discussion and consideration of 5% merit raise for Jerry Miller.**

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

**Q. Discussion and consideration of 5% merit raise for William Davis.**

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

**R. Discussion and consideration of 5% merit raise for Brittany Allen.**

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

**S. Discussion and consideration of 5% merit raise for Jessica Jones**

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

**T. Discussion and consideration of 5% merit raise for Sandra Chance.**

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

**U. Discussion and consideration of 5% merit raise for Diane Surrentt.**

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

**V. Discussion and consideration of 5% merit raise for Curtis Lacy.**

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

**W. Discussion and consideration of 5% merit raise for Markeith Richardson.**

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

**X. Discussion and consideration of 10% merit raise for Travis Jones.**

On a motion by Councilmember Phillips and seconded by Councilmember Little, with Councilmember Skelton voting “no” Council approved and the motion carried.

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

**A. Resolution 2024-05-01-Safe Boating Week on May 18-24, 2024**

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

**B. Resolution 2024-05-02-Amending Budget FY 2024**

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

**C. Resolution 2024-05-03-Authorizing Civil Southeast to make application to ALDOT for sidewalk improvements**

On a motion by Councilmember Skelton and seconded by Councilmember Phillips, 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 Phillips seconded the motion and the meeting adjourned at 8:35 P.M.

/s/ Mark Barlow  
Mark Barlow, Mayor

/s/ Randy Little  
Councilmember Randy Little

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Councilmember Mike Butler

/s/ Jason Skelton  
Councilmember Jason Skelton

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Councilmember Allison Reese

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

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