

MARK BARLOW
MAYOR

JESSICA JONES
CITY CLERK

TROY WILLCUTT
ACTING POLICE 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 March 3, 2025

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 3rd day of March 2025.

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

Mayor Barlow led the invocation and Pledge of Allegiance.

On roll call, the following answered present:

Mayor	Mark Barlow
Council Members	Randy Little
	Mike Butler
	Jason Skelton
	Emanuel Phillips
	Allison Reese
	Colton Jones
	Ava Davis
Absent	
Junior Councilmembers	Absent

Jessica Jones, City Clerk, Jay Minus, City Attorney, Michael Caldwell, Fire Chief, Troy Willcutt, Acting Police Chief, Chris Bowdoin, Public Works Supervisor, Dennis McCann, Parks Coordinator, 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 Skelton 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 February 18, 2025. On a motion by Councilmember Little and seconded by Councilmember Butler, with all voting “aye” Council unanimously approved and the motion carried.

Recognitions

Visitors

Norman Duboug, 501 South Oak, came before the council to discuss where the right of way is at on his son’s property on North Oak. Mayor Barlow stated we are in the process of having the area surveyed to find out where the road is located so the roads can be properly maintained.

Carl Smith, 308 Thomas Drive and 560 North Oak, came before the council to discuss that he cannot access his property from CC Trail and that is why he built the driveway where it is at. Mr. Smith also showed the mayor and council a map of his property and the driveway. Mr. Smith stated the culverts were put in and now he needs his power on. Mayor Barlow stated the survey is being done to find out what property belongs to the city and what property belongs to the homeowners. Mayor Barlow stated the survey should be complete by this week.

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 parks are ready for Opening Day for baseball which will be held on Saturday March 8th beginning at 11:00 a.m.

Mayor Barlow stated the run before Swamp Fest has been canceled.

Mayor Barlow stated everyone should have a 6 month budget update in the packets.

Mayor Barlow stated the projects at the I-65 Service Road and the South and West Oak have now been combined together and will be bid out together by Civil Southeast on March 20, 2025 at 10:00 a.m. Mayor Barlow stated a couple hundred feet has also been added to this project.

Mayor Barlow stated the city received a grant from Senator Albritton in the amount of \$3,900.00 for the Christmas Parade.

Mayor Barlow stated the Board of Adjustment meeting will be held on Thursday at 5:30 p.m. Mayor Barlow stated the Planning Board will be meeting on Thursday at 6:30 p.m.

Mayor Barlow stated the NLC convention is next week along with the annual SARPC meeting. Mayor Barlow stated several councilmembers will be attending these events.

Mayor Barlow stated to get with Jessica on anything that you may need for the upcoming Annual Convention in Huntsville.

Mayor Barlow stated the new Fire Chief, Michael Caldwell, was appointed last week.

Mayor Barlow stated we will need to call for a list of Firefighters from the Personnel Board to replace Chief Caldwell.

Mayor Barlow stated if everyone wants to look at their schedules we can get a Workshop scheduled to discuss raises and school board appointments.

Public Services – Councilmember Little

Councilmember Little gave the Building Inspection Report.

19 New Permits

49 Building and Trade Inspections

15 Code Violation Cases

73 Active Permits

Councilmember Little gave the Senior Services Report

Bus Total Trips-23

Bus Total Miles-328

Van Total Trips-23

Van Total Miles-498

Meals on Wheels Clients Served-38

Meals on Wheels Meals Delivered-646

Councilmember Little gave the monthly report for the Sanitation Department.

Councilmember Little stated #5 garbage truck has some work done along with #2 Knuckle boom. Councilmember Little stated lighting had been added at the ramp and garbage will be running tomorrow.

Public Safety – Councilmember Butler

Councilmember Butler gave the monthly report for the Police Department.

Calls of Service-634

Felony Cases-3
Felony Arrests-2
Misdemeanor Cases-54
Misdemeanor Arrests-31
Traffic Accidents- 1
Traffic Citations-54
Traffic Warning Citations-105
Municipal Ordinance Citations-3
Calls of Service Previous Month-515

Councilmember Butler gave the monthly report for the Fire Department.

Calls of Service- 61
Emergency Medical Calls-45
Fire Related Calls-1
Motor Vehicle Accidents-1
Mutual Aid Received-1
Other Calls-14
Overlapping Calls-2

Administration – Councilmember Skelton

Councilmember Skelton had nothing to report.

Parks & Recreation – Councilmember Reese

Absent

Public Works – Councilmember Phillips

Councilmember Phillips gave the monthly report for Public Works. Councilmember Phillips stated Public Works hauled dirt to community garden, leaf van ran throughout the city, picked up trash throughout the city, replaced hydraulic tank on leaf vac, repainted street striping at WT Phillips and Chattanooga, pot hole repair, removed tree stump at 2nd and Bayou, and pruned crepe myrtles on Hwy 43.

Items for Consideration

A. Consideration of payment of the bills in the amount of \$117,794.45

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

B. Discussion and consideration of purchasing an ad in Call News for graduation.

On a motion by Councilmember Butler to purchase ¼ page color ad for \$439.00 and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

Resolutions, Ordinances, Orders & Other Business**A. Resolution 2025-03-01- Coastal Weather Research Services**

On a motion by Councilmember Skelton with the corrections to add South to University of South Alabama and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

B. Resolution 2025-03-02-Purchasing K-9 for Satsuma Police Department

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

C. Ordinance 520-1

On a motion by Councilmember Phillips 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 Little seconded the motion, and the meeting adjourned at 7:18 P.M.

Mark Barlow, Mayor

Councilmember Randy Little

Councilmember Mike Butler

Councilmember Jason Skelton

Councilmember Allison Reese

Councilmember E.L. “Bubba” Phillips

ATTEST: _____
Jessica Jones, City Clerk