

MARK BARLOW  
MAYOR

JESSICA JONES  
CITY CLERK

TROY WILLCUTT  
ACTING POLICE CHIEF

MICHAEL CALDWELL  
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 April 1, 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 1st day of April 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

Councilmember Reese led the invocation and Pledge of Allegiance.

On roll call, the following answered present:

Mayor  
Council Members

Mark Barlow  
Randy Little  
Mike Butler  
Jason Skelton  
Allison Reese  
Emanuel Phillips

Junior Councilmembers    Absent

Colton Jones  
Ava Davis

Jessica Jones, City Clerk, Jay Minus, City Attorney, Michael Caldwell, Fire 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 Little and seconded by Councilmember Phillips, the motion carried unanimously the agenda was approved.

### **Approval of Minutes**

Mayor Barlow presented the minutes from the Regular Meeting held on March 18, 2025. On a motion by Councilmember Skelton and seconded by Councilmember Phillips, with all voting “aye” Council unanimously approved and the motion carried.

### **Recognitions**

Key Students were recognized before council.

### **Visitors**

Pamela Brown came before council to request the community center fees be waived for a church event/birthday party for the pastor on August 23, 2025.

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

Casie Smith came before the council to request the use of Steele Creek Lodge on April 22, 2025 for the SHS Band Banquet.

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

Casie Smith also discussed the issues with the drainage on Woodland Ave. and drainage under her driveway.

Mayor and Council discussed, and they will have someone look into this.

Terry Lynd came before the council to discuss the problems on Baldwin Road. Mr. Lynd stated trucks are parked on Baldwin blocking the road. Mr. Lynd stated chemicals are being used at these businesses due to a windsock. Mr. Lynd stated behind the businesses are not paved and when they pull on to Baldwin mud goes everywhere. Mr. Lynd also stated two stop signs are missing from the street.

Mayor and council discussed and will look into these issues.

Andrea Potter, ST Homes, came before council to discuss the property they own on Oak Drive. Ms. Potter stated she is willing to discuss any property or road questions the council may have.

Mayor Barlow stated this is currently being worked on and stated George can discuss further with Mr. Potter if anything else is needed.

### **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 he had a phone call last week with the bond rating company and the bond should be finalized soon.

Mayor Barlow stated Planning Board has a meeting Thursday at 6:30 p.m.

Mayor Barlow stated we are looking at scheduling a workshop in the next couple of weeks.

Mayor Barlow stated we will hold a swearing in ceremony on April 15, 2025 at 6:00 p.m.

Mayor Barlow stated the Splash Pad has been serviced and is ready to open.

Mayor Barlow stated Memorial Day is May 26, 2025 and if anybody has a speaker in mind to get with him.

Mayor Barlow stated the concrete that was poured on the C field was donated by West Ready Mix. Mayor Barlow expressed his thanks to West Ready Mix for the donation.

Mayor Barlow stated a boat parade meeting was held last Thursday. Mayor Barlow stated the first Saturday of December will be on December 6, 2025 which the Christmas Parade will be held along with Art in Park in Baldwin Square and the boat parade that night.

Mayor Barlow asked if council had any questions.

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

Councilmember Little gave the Senior Report for the month of March.

Bus and Van Total Trips-39

Meals on Wheels Number of Clients served-38

Meals on Wheels Number of Meals Delivered - 798

Councilmember Little stated his thanks to Chris with Public Works on getting the lights fixed at the community center.

Councilmember Little stated the Sanitation Department has replaced tires on trucks and repaired the knuckleboom.

Councilmember Little gave the Building Inspection report for March.

20 new permits

55 building and trad inspections

Working on 13 nuisance complaints

2 citations written

65 active permits

14 new homes being built

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

Councilmember Butler gave the Police Department report for March.

549 Calls of Service

4 Felony Cases

2 Felony Arrests

64 Misdemeanor Cases

23 Misdemeanor Arrests

6 Traffic Accidents

97 Traffic Citations

102 Traffic Warning Citations

5 Municipal Ordinance Citations

634 Calls of service Previous Month

715 Calls of Service this Month Last Year

Councilmember Butler gave the Fire Department report for March.

25 Emergency Medical Calls

1 Fire Related Call

1 Grass/Woods Fire

4 Others Calls

1 Hazardous Materials Incidents

32 Calls for Service

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

Councilmember Skelton had nothing to report.

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

Councilmember Reese stated May 1, 2025 the Splash Pad will open.

Councilmember Reese stated the parks have been really busy. Councilmember Reese expressed her thanks to Mr. McCann.

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

Councilmember Phillips stated public works has been busy the last couple of weeks.

Councilmember Phillips stated the leaf vac has been throughout the city, trash has been picked up throughout the city, tree removal, grass cut throughout the city, stop signs have been replaced, washout repair, and drains on TW Phillips cleaned out.

**Items for Consideration****A. Consideration of payment of the bills in the amount of \$85,156.94**

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 scheduling a Workshop**

On a motion by Councilmember Butler to schedule a workshop on April 22, 2025 at 5:30 p.m. and seconded by Councilmember Little, with all voting “aye” Council unanimously approved and the motion carried.

**C. Discussion and consideration of George Fralic attending Code Officials of Alabama Conference in Orange Beach (\$1,300.00)**

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

**Resolutions, Ordinances, Orders & Other Business****A. Resolution 2025-04-01- Hiring Civil Southeast LLC to provide engineering services for TAP sidewalk improvements.**

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

**B. Resolution 2025-04-02- Award Pine City Contracting, LLC for the South Service Road Improvements.**

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

**C. Executive Session**

On a motion by Councilmember Reese to hold an executive session for approximately 10-15 minutes to discuss good name and character and seconded by Councilmember Skelton, with all voting “aye” Council unanimously approved and the motion carried.

Roll Call was taken

Councilmember Little-yes

Councilmember Butler-yes

Councilmember Skelton-yes

Councilmember Reese-yes

Councilmember Phillips-yes

Mayor Barlow-yes

Mayor and Council enter executive session at 7:24 p.m.

Mayor and Council reconvened at 7:43 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 7:43 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