



## **The Minutes of the Regular Scheduled Meeting of the City Council of the City of Bay Minette, Alabama as Held on September 15, 2025**

The regular scheduled meeting of the City Council of the City of Bay Minette was held on September 15, 2025, at 6:00 p.m. at the City Hall in Bay Minette, Alabama; this being the proper place, scheduled date and hour for holding such a meeting.

The following members of the Council were found to be present:

Robert A. Wills, Mayor  
Pete Sellers, Councilmember District 1  
Mike Phillips, Mayor Pro Tempore/Councilmember District 2  
Matt Franklin, Councilmember District 3  
William Taylor, Councilmember District 4  
Shannon Clemmons, Councilmember District 5

Staff/Others in regular attendance:

Scotty Lewis, City Attorney  
Tammy Smith, City Administrator/Finance Director  
Rita Diedtrich, City Clerk  
Tina Covington, Community Relations Coordinator  
Liana Barnett Human Resources Director  
Clair Dorough, City Planner  
Paula Bonner, Assistant Planner  
Blake Clark, Recreation Director  
Al Tolbert, Chief of Police  
Kristina Pittman, North Baldwin Chamber of Commerce Executive Director  
Jason Padgett, NBU General Manager

Guests included:

Joshua Brown  
Tyrone Thompson  
Chris Norman  
John Byrd, Tensaw Engineering  
Ben White, Tensaw Engineering  
Mark Acreman, Baldwin County  
Frank Lundy, Baldwin County  
Garett Caywood

Mayor Wills called the meeting to order.

Councilmember Taylor gave the invocation.

Councilmember Franklin led the Pledge of Allegiance.

Mayor Wills asked for a motion to approve the Minutes of the City Council Meeting and Work Session held on September 2, 2025. Councilmember Sellers moved to approve the Minutes. The motion was seconded by Councilmember Franklin and the motion unanimously carried.

Mayor Wills asked for a motion to approve the Revised Accounts Payables for September 15, 2025, in the amount of \$619,682.78. Mayor Pro Tempore Phillips moved to approve the Revised Accounts Payables. The motion was seconded by Councilmember Taylor and the motion unanimously carried.

*Recognition and/or Proclamations – None*

*New Business*

*Consideration of Ordinances on Second Reading*

Mayor Wills asked for a motion to approve Ordinance 1061 Regarding Case No. Z-25002, Rezoning of the Tensaw Engineering, LLC Property from B-1, Local Business District to B-2, General Business District as authorized pursuant to Section 11-52-1 through Section 11-52-85 CODE OF ALABAMA on second reading. Councilmember Clemmons moved to approve Ordinance 1061 on second reading. The motion was seconded by Councilmember Taylor and carried with the Ayes being: Mayor Wills, Mayor Pro Tempore Phillips, Councilmember Sellers, Councilmember Taylor and Councilmember Clemmons; Councilmember Franklin abstained.

*Consideration of Ordinance on Unanimous Consent*

Mayor Wills asked for a motion to approve Ordinance 1062 Authorizing the Issuance of a \$5,000,000 City of Bay Minette General Obligation Warrant, 2025—renewal of annual line of credit on unanimous consent. Councilmember Franklin moved to approve unanimous consent for Ordinance 1062. The motion was seconded by Councilmember Clemmons and carried with all members voting in the affirmative.

*Consideration of Ordinance*

Mayor Wills asked for a motion to approve Ordinance 1062 Authorizing the Issuance of a \$5,000,000 City of Bay Minette General Obligation Warrant, 2025—renewal of annual line

of credit. Councilmember Sellers moved to approve Ordinance 1062. The motion was seconded by Mayor Pro Tempore Phillips and carried with all members voting in the affirmative.

### *Consideration of Resolutions*

Mayor Wills asked for a motion to approve Resolution 0925-09 Reserving the Unencumbered Fund in the Fiscal Year 2024/2025 General Operating Budget and the Capital Budget for application in Fiscal Year 2025/2026. Mayor Pro Tempore Phillips moved to approve Resolution 0925-09. The motion was seconded by Councilmember Franklin, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-10 Appropriation to Baldwin County Archive and History in the amount of \$2,027.58 with funds being expended from contingency funds as follows: District 2-\$1,000.00 and District 4-\$1,027.58. Councilmember Taylor moved to approve Resolution 0925-10. The motion was seconded by Councilmember Franklin, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-11 Appropriation to Baldwin County High School in the amount of \$4,336.09 with funds being expended from contingency funds and earmarked as follows: District 5-\$1,836.09 BCHS Ag Department; District 4-\$500.00 BCHS Boys Basketball; District 4-\$500.00 BCHS Girls Basketball; District 2-\$500.00 BCHS Key Club; District 4-\$1,000.00 BCHS Track and Field. Councilmember Clemmons moved to approve Resolution 0925-11. The motion was seconded by Mayor Pro Tempore Phillips, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-12 Appropriation to First Presbyterian Church Food Pantry in the amount of \$636.41 with funds being expended from District 1 contingency funds. Councilmember Franklin moved to approve Resolution 0925-12. The motion was seconded by Councilmember Taylor, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-13 Appropriation to Fly High Goose Foundation in the amount of \$1,000.00 with funds being expended from District 3 contingency funds. Councilmember Sellers moved to approve Resolution 0925-13. The motion was seconded by Mayor Pro Tempore Phillips, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-14 Appropriation to Kiwanis Club of Bay Minette in the amount of \$1,906.29 with funds being expended from contingency funds as follows: District 1-\$1,000.00; District 2-\$500.00; and District 3-

\$406.29. Councilmember Clemmons moved to approve Resolution 0925-14. The motion was seconded by Councilmember Taylor, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-15 Appropriation to North Baldwin Animal Shelter in the amount of \$2,311.41 with funds being expended from contingency funds as follows: District 1-\$500.00; District 2-\$1,311.41; and District 3-\$500.00. Councilmember Franklin moved to approve Resolution 0925-15. The motion was seconded by Mayor Pro Tempore Phillips, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-16 Appropriation to North Baldwin Coalition for Excellence in Education in the amount of \$3,000.00 with funds being expended from contingency funds as follows: District 1-\$1,000.00; District 2-\$1,500.00; and District 3-\$500.00. Councilmember Sellers moved to approve Resolution 0925-16. The motion was seconded by Councilmember Franklin, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-17 Appropriation to North Baldwin Literacy Council in the amount of \$2,516.40 with funds being expended from contingency funds as follows: Mayor-\$1,016.40; District 1-\$500.00; and District 3-\$1,000.00. Councilmember Clemmons moved to approve Resolution 0925-17. The motion was seconded by Mayor Pro Tempore Phillips, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-18 Appropriation to Pine Grove Elementary School in the amount of \$1,000.00 with funds being expended from District 1 contingency funds. Councilmember Taylor moved to approve Resolution 0925-18. The motion was seconded by Councilmember Franklin, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-19 Appropriation to Will Sander Foundation in the amount of \$1,000.00 with funds being expended from District 3 contingency funds. Mayor Pro Tempore Phillips moved to approve Resolution 0925-19. The motion was seconded by Councilmember Sellers, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-20 Perdido School Waiver of Rental Fees of the Pickle Ball Courts for a school fundraiser. Councilmember Taylor moved to approve Resolution 0925-20. The motion was seconded by Councilmember Sellers and unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-21 Authorize the Mayor to Executive an Easement between Alabama Power and the City of Bay Minette. Mayor Pro Tempore Phillips moved to approve Resolution 0925-21. The motion was seconded by Councilmember Franklin and unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-22 Intergovernmental Roadway Construction Agreement between the Baldwin County Commission and the City of Bay Minette for the 30 Cubed Program Project. Councilmember Franklin moved to approve Resolution 0925-22. The motion was seconded by Councilmember Clemmons and unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-23 Amendment of the Employee Personnel Policy-Discretionary Leave. Councilmember Taylor moved to approve Resolution 0925-23. The motion was seconded by Mayor Pro Tempore Phillips and unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-24 Appropriation to Bay Minette Rotary Club in the amount of \$6,000.00 with funds being expended from the Mayor's contingency funds. Councilmember Franklin moved to approve Resolution 0925-24. The motion was seconded by Councilmember Sellers, and the motion unanimously carried.

*Report of the Mayor and/or Council*

Mayor Wills asked if any member of the Council would like to address the Council. Mayor Pro Tempore Phillips stated that Alabama Power will be closed their payment kiosk in Bay Minette and asked that a resolution requesting the continuation of Alabama Power Company Payment Kiosk be considered. After discussion, Mayor Wills asked for a motion to approve Resolution 0925-25. Mayor Pro Tempore Phillips moved to approve the Resolution 0925-25. The motion was seconded by Councilmember Franklin and unanimously carried.

*Citizens Comments - None*

*Adjournment*

Mayor Wills asked for a motion to adjourn the meeting. Councilmember Clemmons moved to adjourn the meeting. Councilmember Taylor seconded the motion, and the motion unanimously carried.

Done on this on the 15<sup>th</sup> day of September 2025.

  
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Robert A. Wills, Mayor

Attest:  
  
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Rita Diedtrich, City Clerk