



## **The Minutes of the Regular Scheduled Meeting of the City Council of the City of Bay Minette, Alabama as Held on October 6, 2025**

The regular scheduled meeting of the City Council of the City of Bay Minette was held on October 6, 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  
Mike Phillips, Mayor Pro Tempore/Councilmember District 2  
Matt Franklin, Councilmember District 3  
William Taylor, Councilmember District 4  
Shannon Clemmons, Councilmember District 5

Member of Council Absent:

Pete Sellers, Councilmember District 1

Staff/Others in regular attendance:

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

Guests included:

Joshua Brown, Mayor Elect  
Tyrone Thompson, Council Elect  
Chris Norman, Sr., Council Elect  
Ben White, Southern Engineering Solution, LLC  
Troy Hudson, Southern Engineering Solutions, LLC  
Benjie Sanders, Southern Engineering Solutions, LLC  
Hunter Robertson and family  
Deveon Pfeffer and family  
Niya Boykin, The Lighthouse Domestic Violence Shelter  
Dr. Aaron Milkner, President Coastal Alabama Community College and staff

Mayor Wills called the meeting to order.

Councilmember Taylor gave the invocation.

Mayor Pro Tempore Phillips 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 15, 2025. Councilmember Taylor moved to approve the Minutes. The motion was seconded by Councilmember Clemmons and the motion unanimously carried.

Mayor Wills asked for a motion to approve the Revised Accounts Payables for October 6, 2025, in the amount of \$442,102.42. Mayor Pro Tempore Phillips moved to approve the Revised Accounts Payables. The motion was seconded by Councilmember Franklin and the motion unanimously carried.

Mayor Wills recognized Hunter Robertson & Devon Pfeffer for their heroic actions that included life-saving actions following a boating accident on the Tensaw River.

#### *Proclamations*

Mayor Wills proclaimed Medical Assistant's Recognition Week to be held October 20, 2025 through October 25, 2025. Mayor Wills presented the proclamation to Dr. Aaron Milkner, President Coastal Alabama Community College as well as his staff.

Mayor Wills proclaimed Domestic Violence Awareness Month for the month of October 2025. Mayor Wills presented the proclamation to Niya Boykin with The Lighthouse Domestic Violence Shelter.

#### *Old Business - None*

#### *New Business*

#### *Public Hearing*

Mayor Wills opened the Public Hearing concerning Case No. SP-25007 Request for Second Renewal of Temporary Use Permit for the Oak Cove Community Temporary Work Force Housing Development. With no one present to oppose the request, Mayor Wills closed the Public Hearing.

#### *Consideration of Resolutions*

Mayor Wills asked for a motion to approve Resolution 1025-01 Case No. SP-25007 Case No. SP-25007 Request for Second Renewal of Temporary Use Permit for the Oak Cove

Community Temporary Work Force Housing Development. Mayor Pro Tempore Phillips moved to approve Resolution 1025-01. The motion was seconded by Councilmember Franklin, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-02 Confirming the Depository Accounts for the City of Bay Minette. Councilmember Taylor moved to approve Resolution 1025-02. The motion was seconded by Councilmember Franklin, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-03 Tri-Party Intergovernmental Service Agreement between the Baldwin County Commission, the Sheriff of Baldwin County and the City of Bay Minette for Housing of Prisoners. Mayor Pro Tempore Phillips moved to approve Resolution 1025-03. The motion was seconded by Councilmember Franklin, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-04 Customer Service Agreement between UniFirst and the City of Bay Minette. Councilmember Clemmons moved to approve Resolution 1025-04. The motion was seconded by Councilmember Taylor, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-05 Agreement for Engineering Services regarding the 30 Cubed Project Program between Southern Engineering Solution, LLC and the City of Bay Minette. Councilmember Franklin moved to approve Resolution 1025-05. The motion was seconded by Councilmember Taylor, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-06 Disposal of Surplus Electronic Items. Councilmember Clemmons moved to approve Resolution 1025-06. The motion was seconded by Mayor Pro Tempore Phillips, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-07 Appointing Members to the City of Bay Minette Industrial Development Board, with appointments as follows:

<u>Member</u>	<u>Term Expiration Date</u>
Donald Robison	March 1, 2027
Jeffrey Redmon	March 1, 2029
Karmen Still	January 13, 2031
Brandon Simpson	January 13, 2031
Jennifer Mitchell	March 1, 2031

Councilmember Franklin moved to approve Resolution 1025-07. The motion was seconded

by Councilmember Taylor, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-09 Agreement between Pitney Bowes and the City of Bay Minette for the postage machine. Mayor Pro Tempore Phillips moved to approve Resolution 1025-09. The motion was seconded by Councilmember Franklin, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-10 Lease Termination Agreement between the Lamar Company and the City of Bay Minette. Councilmember Clemmons moved to approve Resolution 1025-10. The motion was seconded by Mayor Pro Tempore Phillips, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 1025-11 First Amendment to Purchase Order between the Bay Minette Development Group and the City of Bay Minette. Councilmember Franklin moved to approve Resolution 1025-11. The motion was seconded by Councilmember Taylor, and the motion unanimously carried.

*Report of the Mayor and/or Council*

Mayor Wills announced Mayoral Appointments to the Planning Commission as follows:

<u>Member</u>	<u>Term Expiration Date</u>
Johnny Frankin	April 1, 2027
Neal Covington	February 28, 2031
Sara Davis	October 6, 2031

*Citizens Comments - None*

*Adjournment*

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

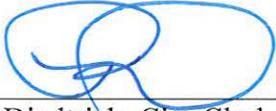
Done on this on the 6<sup>th</sup> day of October 2025.




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Robert A. Wills, Mayor

Attest:



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Rita Diedtrich, City Clerk