



## **The Minutes of the Regular Scheduled Meeting of the City Council of the City of Bay Minette, Alabama as Held on September 2, 2025**

The regular scheduled meeting of the City Council of the City of Bay Minette was held on September 2, 2025, at 12:00 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 Diedrich, 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  
Joanna Bailey, Library Director  
Jody McMillan, Grounds Department  
Murry Stewart, Street and Sanitation Superintendent  
Kristina Pittman, North Baldwin Chamber of Commerce Executive Director  
Jason Padgett, NBU General Manager

Guests included:

Joshua Brown  
Barbara Brown  
Eddie Brown  
Chris Norman  
Tyrone Thompson  
John Byrd  
Ben White

Mayor Wills called the meeting to order.

Councilmember Taylor gave the invocation.

Councilmember Clemmons 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 August 18, 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 2, 2025, in the amount of \$275,312.69. 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*

Mayor Wills opened a public hearing for consideration of Case No. Z-25002, Rezoning of the Tensaw Engineering LLC Property from a B-1, Local Business District to B-2, General Business District. With no one present concerning the re-zoning, Mayor Wills closed the public hearing.

*Consideration of Ordinances on First Reading*

Mayor Wills asked for a motion to approve Ordinance 1061 Regarding Case No. 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 first reading. Councilmember Clemmons moved to approve Ordinance 1061 on first reading. The motion was seconded by Mayor Pro Tempore Phillips and carried with the Ayes being: Mayor Wills, Mayor Pro Tempore Phillips, Councilmember Sellers, Councilmember Taylor and Councilmember Clemmons; Councilmember Franklin abstained.

*Consideration of Resolutions*

Mayor Wills asked for a motion to approve Resolution 0925-01 Waiver of Rental Fees for the John F. Rhodes Civic Center for the North Baldwin Chamber of Commerce Veteran's Job Fair to be held on January 14, 2026. Councilmember Franklin moved to approve Resolution 0925-01. The motion was seconded by Councilmember Taylor, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-02 Disposal of Surplus Items—Police Department. Councilmember Clemmons moved to approve Resolution 0925-02. The motion was seconded by Councilmember Sellers, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 925-03 Authorizing the Mayor to Execute a Professional Service Agreement between Smith, Clark & Associates and the City of Bay Minette for a survey of donated property for recreational purposes. Mayor Pro Tempore Phillips moved to approve Resolution 0925-03. The motion was seconded by Councilmember Clemmons, and the motion unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-04 Transfer of ABC Licenses 050 Retail (off premise only) and 070 Retail Table Wine (off Premise only) from Bay Minette Shell Mart to RHTN General Trading LLC. Mayor Pro Tempore Phillips moved to approve Resolution 925-04. The motion was seconded by Councilmember Clemmons, and the motion unanimously carried

Mayor Wills asked for a motion to approve Resolution 0925-05 Memorandum of Understanding between the Baldwin County Public School and the City of Bay Minette on behalf of the Bay Minette Police Department—Baldwin County Athletic Events/Metal Detection Screening. Councilmember Taylor moved to approve Resolution 0925-15. The motion was seconded by Councilmember Sellers and unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-06 to Adopt the Fiscal Year 2025-2026 Budget. Mayor Pro Tempore Phillips moved to approve Resolution 0925-06. The motion was seconded by Councilmember Franklin and unanimously carried.

Mayor Wills asked for a motion to approve Resolution 0925-07 Amendment to the Employee Personnel Policy—Leave of Absence. Councilmember Franklin moved to approve Resolution 0925-07. The motion was seconded by Councilmember Sellers and unanimously carried.

Following the provisional ballot procedures, Mayor Wills and Mr. Lewis removed the provisional voter's ballots approved by the Board of Registrars from their sealed boxes and the unapproved provisional voter's ballot remained in the box. Mayor Wills opened the approved provisional ballots and announced the results of each ballot. Mayor Wills asked for a motion to approve Resolution 0925-08 Canvassing of the Results of August 26, 2025 City of Bay Minette Municipal Election and Issuance of Certification of Election. Councilmember Sellers moved to approve Resolution 0925-08. The motion was seconded by Mayor Pro Tempore Phillips and unanimously carried.

*Report of the Mayor and/or Council – None*

*Citizens Comments - None*

*Adjournment*

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

Done on this on the 2<sup>nd</sup> day of September 2025.



Robert A. Wills, Mayor

Attest:



Rita Diedtrich, City Clerk