



## **The Minutes of the Work Session Meeting of the City Council of the City of Bay Minette, Alabama as held on October 20, 2025**

The regular scheduled Work Session of the City Council of the City of Bay Minette, Alabama was held on October 20, 2025, at 5:00 p.m. at the City Hall in Bay Minette, Alabama; this being the proper place, 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  
Shannon Clemmons, Councilmember District 5

Member of Council Absent:

William Taylor, Councilmember District 4

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 Resource Director  
Clair Dorough, City Planner  
Paula Bonner, Assistant Planner  
Al Tolbert, Chief of Police  
Mike Minchew, Fire Chief  
Blake Clark, Recreation Director  
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  
John Byrd, Southern Engineering Solutions, LLC  
George Hayles, Kubina, Hayles and Ray, PC  
Hannah Ray, Kubina, Hayles and Ray, PC  
Chad Watkins, WAS Design, Inc.

Channon Toland, WAS Design, Inc.  
Stacey McKean, Grant Management  
Cheryl Clark, North Baldwin Literacy Council

*Annual Audit presented by George Hayles, Kubina, Hayles and Ray*

Mr. Hayles presented the annual audit and stated that it was a clean audit, and the City was in good financial standing. Mr. Hayles also introduced Mrs. Hannah Ray, partner of Kubina, Hayles and Ray.

*Agenda Review*

No discussion was held.

*Discussion/Update: Rules and Regulations for the rental of the John F. Rhodes Civic Center.*

Mrs. Covington presented the request to change the time events must end and attendees must be out of the John F. Rhodes Civic Center. The time is currently 1:00 a.m. and it is requested to change to midnight.

*GOMESA AND CDBG Discussion by Stacy McKean, Grant Management*

Mrs. McKean spoke concerning the process of the GOMESA Grant for the New City Park; Mrs. McKean recognized Channon Toland, WAS Designs, Inc., who spoke public input meeting for the design portion of the GOMESA Grant. Mayor Wills stated that an advisory committee will be appointed for the project.

Mrs. McKean spoke concerning the process of the CDBG Grant concerning drainage. McKean recognized Ben White, Southern Engineering Solution, LLC. Mr. White spoke concerning the area covered by the CDBG Grant.

*Department Presentation: Chief Minchew, Fire Department*

Chief Minchew presented an overview of the Fire Department including:

- Alabama Fire College Training
- Fire Safety meetings with children
- Fire Department's Golf Tournament
- Fire Department's Open House on Saturday, October 24, 2025
- Plans for the new fire station
- Update on the new fire trucks
- Plan to service fire hydrants

*Waiver Request*

Mayor Wills announced due to the date of the events, the requests from Baldwin County Master Gardeners/4H Club, Bay Minette/Atmore Alumni Chapter of Kappa Alpha Psi, and the Baldwin County Alumni Chapter will be considered at the next meeting.

Mayor Wills recognized Evan Shaffer with Alabama Adult and Teen Challenge who requested a waiver of the rental fee for John F. Rhodes Civic Center on December 4, 2025 to host a Banquet Fundraiser. Mayor Wills stated this item will be moved to the regular agenda for consideration.

*Miscellaneous/Other*

- *Mrs. Dorough spoke concerning the Comprehensive Plan and the Transportation Master Plan.*
- *Mayor Pro Tempore Phillips inquired concerning the bids for the Municipal Airport T-Hangars.*

**Done** this on the 20<sup>th</sup> day of October 2025.



Joshua O. Brown, Mayor

**Attest**



Rita Diedtrich, City Clerk