



Minutes Robertsdale City Council
Monday, December 1, 2025 ~ 6:00 p.m.
Workshop at 5:00 p.m.

- I. Call to Order
Mayor Campbell called the meeting to order at 6:00 p.m.
- II. Invocation
Offered by Councilmember Manning
- III. Pledge of Allegiance
- IV. Roll Call
Present: Mayor Ruthie Campbell
Councilmember Jonathan Kitchens
Councilmember Adam Manning
Councilmember Jonathan Lynn
Councilmember Danna Overstreet
Councilmember Paul Hollingsworth
Absent: None
- V. Approval of Previous Minutes:
1. Regular Council Meeting – November 17, 2025
Councilmember Kitchens made a motion to approve the November 17, 2025, minutes as written. Councilmember Overstreet seconded the motion. There was no discussion on the motion, and the vote was unanimous.
- VI. Approval of Bills - Per List
Councilmember Overstreet made a motion to accept the bills for payment as presented. Councilmember Manning seconded the motion. Councilmember Kitchens asked for clarification on the PNC Business Bank Card item. Lewis Shealy, Chief Financial Officer, explained that the bill is consolidated for all cardholders, and this cycle also includes annual conference travel expenses for multiple departments. The vote was unanimous.
- VII. Public Comments – Agenda Only (Limit comments to 3 minutes or less)
Public comment given by Daren Davis.
- VIII. Presentations:
1. Larry Alexander – Re-deed 2 lots given to the City.
Councilmember Overstreet made a motion to approve this request. Councilmember Hollingsworth made a motion to amend the original motion and table this item, pending review by the City Attorney. Councilmember Manning seconded the motion. There was no discussion, and the vote was unanimous.
2. Tim Mullek – Litter Issue
Mayor Campbell stated that this presentation is being postponed until the next meeting.
3. Tim Brown – Requesting Help with Traffic Concerns on Wilters Street
Mr. Brown asked for assistance with traffic issues on Wilters Street. He requested a three-way stop at Wilters Street and Mattingly Street, a four-way stop at Ridgewood Drive and Wilters Street, and asked the City to work with ALDOT on the timing for the traffic light at Highway 59 and Wilters Street. The Council agreed to conduct a traffic speed study, look at upgrading the signage, and bring the results of the study back to the Council.

IX. Unfinished Business:

X. New Business:

1. Reschedule the January 19th meeting to January 20th due to Martin Luther King Jr. Holiday.
Councilmember Hollingsworth made the motion to reschedule the meeting date. Councilmember Lynn seconded the motion. There was no discussion. The vote was unanimous.
2. Consideration of a holiday on December 31st for City employees
Councilmember Lynn made a motion to observe December 31st as a holiday. Councilmember Overstreet seconded the motion. There was no discussion, and the vote was unanimous.
3. Accept Property donation from MEDSTATE LLC
Councilmember Hollingsworth made the motion to accept the donation from MEDSTATE LLC. Councilmember Manning seconded the motion. Councilmember Hollingsworth stated that Blackwater Ridge is located at the Beach Express and Wilters Street. The vote was unanimous.
4. Updating Bank Signature Cards
Councilmember Hollingsworth made a motion to remove Charles Murphy and Joseph Kitchens from the bank signature cards and add Mayor Ruthie Campbell. The motion was seconded by Councilmember Lynn. Councilmember Overstreet asked if, as Mayor Pro-Tem, she should be added, and Mayor Campbell stated that it was not necessary. The vote was unanimous.
5. Request to Reappoint David Kilcrease to the Zoning Board of Adjustments
Councilmember Kitchens made a motion to reappoint David Kilcrease to the Zoning Board of Adjustments. Councilmember Overstreet seconded the motion. There were no other nominations, and the vote was unanimous.
6. Appointment of City Clerk
Mayor Campbell recommended reappointing Shannon Burkett as City Clerk. Councilmember Overstreet made a motion to approve the recommendation. Councilmember Manning seconded the motion. Councilmember Hollingsworth asked her how many years she has been with the City, and was told thirty-one years. There were no other nominations, and the vote was unanimous.
7. Appointment of Police Chief
Mayor Campbell offered her condolences to Chief Kendrick on the passing of his mother and stated that this will be postponed until the next meeting.

XI. Reports of Officers/Departments/Committees

Mayor Campbell thanked the department heads for their reports provided during the workshop meeting.

XII. Resolutions and Ordinances:

1. Ordinance No. 009-2025 – Superintendent of Utility System.
Motion was made by Councilmember Lynn, seconded by Councilmember Overstreet, to suspend the rules to allow for the immediate passage of this ordinance at this meeting, and the same passed and adopted by unanimous vote of the Council. Roll call vote revealed: Ayes: Councilmembers Kitchens, Manning, Lynn, Overstreet, Hollingsworth. Nay: None. Motion carried. APPENDIX II
- Motion was made by Councilmember Lynn, seconded by Councilmember Manning, to adopt this ordinance. Roll call vote revealed: Ayes: Councilmembers Kitchens, Manning, Lynn, Overstreet, Hollingsworth. Nay: None. Motion carried. APPENDIX II

XIII. Other New/Unfinished Business

XIV. Information:

Mayor Campbell stated that the Robertsdale Rotary Club Christmas Parade will be on Saturday at 6:30 p.m., and Christmas at the Library has been cancelled due to the weather.

XV. Public Comments (Limit comments to 3 minutes or less)

Public comments given by: Daren Davis, Clint Raymond, Joe Pileggi, Alan Bailey, and John Kilgore.

XVI. Adjournment

Councilmember Hollingsworth made a motion to adjourn the meeting, and Councilmember Manning seconded it. There was no discussion. The vote was unanimous.

APPROVED THIS 15th DAY OF December, 2025.


SECRETARY


MAYOR

Vendor Name	Voucher Description	Open Amount	Paid Amount
ACTION	(16) SMALL MILEMARKER DECALS	0.00	56.00
ACTION	(2) 24 X24 METAL SIGNS, "DO NOT PARALL	0.00	180.00
AL DEPT OF TRANSPORTATION	PROJECT OVERRUN - TRAFFIC LIGHT MTH	0.00	23914.01
ALABAMA PIPE & SUPPLY, INC.	PIPE & CONCRETE BOXES FOR AMPHITHE	0.00	18020.00
ASPHALT SERVICES, INC.	DOWNTOWN RESURFACING PROJECT (RE	1182.05	0.00
AXON ENTERPRISE INC.	TASER BASIC BUNDLE & CARTRIDGES	0.00	7502.50
BALDWIN CO ANIMAL SHELTER	ANIMAL SHELTER EXPENSES	0.00	100.00
BALDWIN CO JUDGE OF PROBATE	RECORDING FEE	32.00	0.00
BALDWIN EMC	STREET LIGHTS / ERRYBANE ACRES	313.58	0.00
BALDWIN EMC	LIFT STATION/SHADOWBROOK	59.00	0.00
BALDWIN EMC	GRINDER PUMP/GROVE PARC SUB	230.00	0.00
BALDWIN EMC	CRYSTAL POINTE	0.00	74.00
BALDWIN EMC	CRYSTAL ORCHARD - PUMP STATION	0.00	144.00
BALDWIN EMC	LIFT STATION HARVEST MEADOWS	0.00	53.00
BALDWIN EMC	LIFT STATION/CRYSTAL ORCHARD	0.00	56.00
BALDWIN EMC	HARVEST MEADOWS LIFT STATION	0.00	48.00
BALDWIN EMC	COTTAGES @ AVENTURA - LIFT STATION	0.00	204.00
BALDWIN JANITORIAL AND PAPER, L	PAPER PRODUCTS - PD	0.00	633.58
BALDWIN PORTABLE TOILETS	PORTABLE TOILET - JOB SITE 53918	0.00	187.00
BALDWIN PORTABLE TOILETS	PORTABLE TOILET - JOB SITE 33314 RT 3 ;	0.00	110.00
C SPIRE	CITY HALL, PD, FD, SR, LB & UT / PHONE E	2540.36	0.00
CARRIE J. BAGGETT	CITY HL-CLEANING SERV	200.00	200.00
CENGAGE LEARNING INC/GALE	LB - BOOKS	0.00	296.15
CENTRAL BALD CHAMBER OF COMM 3RD QTR 2025 CONTRACT		5250.00	0.00
CENTRAL BALD VETERINARY HSP	ANIMAL EXPENSES AT VET	83.80	0.00
CIVIL SOUTHEAST ENGINEERING GR 2024 CDBG SEWER REHAB		0.00	5724.00
COASTAL EVENTS AND DESIGN	HALLOWEEN @ LB	0.00	450.00
COASTAL INDUSTRIAL SUPPLY LLC	ZIP TIES, EXTENSION CORDS	34.30	0.00
COASTAL INDUSTRIAL SUPPLY LLC	CABLE TIE MOUNTING BASES FOR HOLID/	17.40	0.00
COASTAL INDUSTRIAL SUPPLY LLC	MOUNTING BASES FOR CHRISTMAS DECC	43.54	0.00
COASTAL INDUSTRIAL SUPPLY LLC	ZIP TIES	230.14	0.00
CORE & MAIN LP	(81) RADIOS FOR WATER METERS	14237.05	0.00
CORE & MAIN LP	(6) REMOTE DISCONNECT METERS	0.00	2703.24
CORE & MAIN LP	(10) 1" METAL METERS, (5) 1" PLASTIC ME	0.00	2509.80
DAVISON FUELS & OIL COMPANY	FUEL FOR CITY VEHICLES	2516.46	3488.37
DE LAGE LANDEN FIN SERV (COPIER LB/ COPIER CONTRACT		242.32	0.00
DE LAGE LANDEN FIN SERV (COPIER PD/ COPIER CONTRACT		216.30	0.00
DE LAGE LANDEN FIN SERV (COPIER CITY HALL/ COPIER CONTRACT		336.57	0.00
DUPPLICATORS PRINTING	MAYOR/COUNCIL NAME PLATES & CITY LE	0.00	798.87
EMILY HOBBS	DEEP CLEAN - LIB- CLEANING SERV	0.00	300.00
ESRI, INC.	ARCGIS CONTRACT (2/10/26-2/9/27)	0.00	1910.00
FARM FRESH MEATS	CHRISTMAS BOXES	5000.00	0.00
FERGUSON WATERWORKS #1204	BOLT PACKS - SEWER	0.00	116.07
FERGUSON WATERWORKS #1204	FAIRGROUND RD SUPPLIES	0.00	3911.00
GALLS, LLC	PD - GLOVES FOR CROSSING GUARD	0.00	74.97
GATEWAY ELECTRICAL SUPPLY, LLC	PLUGS FOR CHRISTMAS LIGHTS	0.00	727.23
GENERAL MACHINERY CO.	PRESSURE SWITCH	124.34	0.00
HAYNES EMERGENCY LIGHTING	REPAIRS TO PD VEHICLE	3442.50	0.00
HUNTER SECURITY, INC.	INSPECTION & TEST - PD	525.00	0.00
IMPERIAL DADE	(1) CASE CENTERPULL, (2) CASES PAPER	0.00	458.89
INDUSTRIAL CHEMICALS, INC.	(500) BAGS HYDRATED LIME, (4000LBS) B/	8100.00	0.00
INDUSTRIAL ELECTRICAL SUPPLY, LI	(6) SWITCHES FOR WATER PLANTS	900.00	0.00
JEFFREY C BONNER	REIMBURSE CDL RENEWAL	0.00	58.75
MAMA LOU'S RESTAURANT	INMATE MEALS	0.00	1332.00
MCALEERS	OFFICE FURNITURE - DELIVERY / INSTALL	1856.00	0.00
MEAGPOWER	PURCHASE POWER	0.00	293581.03
NORTH AMERICAN ELECTRIC RELIAE	NERC & SERC REGION ASSESSMENT1ST	0.00	1180.88
OFFICE OF PROSECUTION SERVICES	PRETRIAL DIVERSION RECORDS	0.00	28.00
PACE ANALYTICAL SERVICES, INC	8 WATER SAMPLES	337.40	741.80
PACE ANALYTICAL SERVICES, INC	WWTP SAMPLES	372.80	0.00
PACE ANALYTICAL SERVICES, INC	2025 7 DAY CHRONIC TOXICITY REPORT	0.00	2227.30
PARISH TRACTOR	FUEL FILTERS - STREET'S EQUIP	0.00	189.95
PAYNE MANAGEMENT, INC.	PIPELINE COMP PRGR	2070.00	0.00
PNC BANK BUSINESS CARD	ALL CITY CREDIT CARD EXPENSES	0.00	45775.48
PURCHASE POWER	POSTAGE FOR METER	1500.00	0.00
QUALITY PRINTING & BUSINESS SYS	INK / TONER	36.98	0.00
RITZ SAFETY	CONFINED SPACE TRAINING (22 EMPLOYE	0.00	550.00
RIVIERA UTILITIES (1)	GAS PURCHASED- CITY GATES	3766.94	0.00
RIVIERA UTILITIES (1)	TRAFFIC LIGHT @ CBMS & HWY 59	34.69	0.00
RIVIERA UTILITIES (1)	GAS @ NEW PUB WKS BLDG	105.63	0.00
RIVIERA UTILITIES (1)	GAS @ FAIRGROUND ROAD	136.37	0.00

CITY OF ROBERTSDALE DECEMBER 01, 2025		ACCOUNTS PAYABLE BILL LIST		APPENDIX
RIVIERA UTILITIES (1)	PONDER PLACE-LIFT STATION	94.70	0.00	
SMITH INDUSTRIAL SERVICE, INC	REMOVE WATER FROM MANHOLE ON FAI	2963.67	0.00	
SMITH INDUSTRIAL SERVICE, INC	CLEAN LIFT STATIONS	1361.25	0.00	
SNAP-ON CREDIT LLC	SOFTWARE SUBSCRIPTION - SHOP	0.00	60.00	
SOUTHERN STEEL STRUCTURES	REPLACE A ROOF AT SUNDIAMOND	199984.34	0.00	
SUNCOAST INFRASTRUCTURE, INC	2024 CDBG SEWER REHAB	0.00	137047.48	
SYMBOLARTS	PD - BADGES FOR DISPATCH	0.00	396.50	
TREVIPAY	ITEMS FOR PW MTG W/MAYOR	25.20	0.00	
TREVIPAY	COOKING TOOLS - PW BUILDING	17.19	0.00	
TREVIPAY	COMPUTER MONITOR FOR MAYOR'S OFFI	169.00	0.00	
TREVIPAY	HOLIDAY DECORATIONS	273.99	0.00	
TREVIPAY	SLOW COOKER FOR PW BUILDING (2 OF 2	115.24	0.00	
TREVIPAY	(2) MOUNTS FOR COUNCIL CHAMBER TVS	66.48	0.00	
TREVIPAY	TV FOR COUNCIL CHAMBERS (2 OF2)	496.00	0.00	
TREVIPAY	CHRISTMAS DECORATIONS	0.00	211.10	
TREVIPAY	HOLIDAY DECORATIONS	0.00	182.82	
USA BLUEBOOK, LTD	WWTP SUPPLIES	624.46	0.00	
Open & Paid Invoice Totals:		<u>\$262,265.04</u>	<u>\$558,513.77</u>	
Grand Total of Open & Paid Invoices:			<u>\$820,778.81</u>	

ORDINANCE NO. 009-2025

AN ORDINANCE TO AMEND SECTION 17-3 OF THE CODE OF ORDINANCES OF THE CITY OF ROBERTSDALE, ALABAMA, BY REPEALING AND REPLACING ORDINANCE NO. 06-08, ADOPTED BY THE CITY COUNCIL OF THE CITY OF ROBERTSDALE, SEPTEMBER 15, 2008

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBERTSDALE, ALABAMA, AS FOLLOWS:

Section 1. The Mayor of the City of Robertsdale, Alabama, Ruthie Campbell is hereby required to act as the Full-time Superintendent of the City of Robertsdale Utility System and as such shall serve as purchasing agent for such system, make all purchases authorized by the City of Robertsdale Council therefore, keep a check on meter readings and billings for service and collection thereof, see that the system is kept in proper repair and operation, keep an inventory showing the supplies and equipment on hand for such system, keep a full and complete monthly financial statement of all operating costs and receipts, keep a proper inventory of the physical assets of such system, and have all such data and information relative to such system available for the City of Robertsdale Council on its first meeting in each calendar month.

Section 2. In addition to the salary now fixed and paid to the Mayor of the City of Robertsdale of Alabama, there shall be paid to the Mayor for her services as Superintendent of the utility system named in Section 1 of this ordinance the sum of \$1,493.54 per pay period out of the receipts of such utility system, and the position will be governed by all applications given in the City of Robertsdale's Personnel Policy.

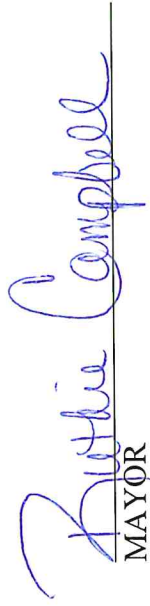
Section 3. The City of Robertsdale Council of the City of Robertsdale, Alabama, may at any regular meeting or special meeting called therefore, discontinue the services of the Mayor as Superintendent of the city's utility system, and in the event of such discontinuance of her services as such Superintendent of such system, all compensation authorized to be paid in Section 2 hereof shall lapse.

Section 4. This ordinance shall become effective on November 3, 2025, and shall expire at the pleasure of the Robertsdale City Council or sooner if the present mayor shall vacate the office.

Adopted and approved this 1st day of December, 2025.

ATTEST:


CITY CLERK


MAYOR

CERTIFICATION:

I, Shannon Burkett, as City Clerk of the City of Robertsdale, Alabama, hereby certify that the above and foregoing copy of 1 (one) Ordinance Number 009-2025 is a true and correct copy of such Ordinance that was duly adopted by the City Council of the City of Robertsdale on the 1st day of December, 2025, as same appears in the official records of said City.