



Baldwin County Commission  
Work Session and Regular  
Meeting Minutes

Tuesday, December 2, 2025

Baldwin County Administration Building, County Commission Meeting Chambers  
322 Courthouse Square, Bay Minette, Alabama 36507

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[Supporting documentation for the minutes can be viewed in the File ID link of each item.](#)

## **PRE-MEETING WORK SESSION (9:00 AM)**

**Present:** 4 - Commissioner James E. Ball, Commissioner Matthew P. McKenzie,  
Commissioner Billie Jo Underwood, and Commissioner Charles F. Gruber

**Absent:** 0

Also present were Roger Rendleman, County Administrator; Frank Lundy, County Engineer; and Brad Hicks, County Attorney.

The Baldwin County Commission met for a work session (pre-Commission meeting) on December 2, 2025, at 9:00 a.m. in the Baldwin County Administration Building, County Commission Meeting Chambers.

## **WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE**

The Chairman called the meeting to order at 9:00 a.m. Following the Invocation by Commissioner Underwood, the Pledge of Allegiance was led by Commissioner McKenzie.

## **REVIEW OF ITEMS AND SETTING OF THE CONSENT AGENDA**

Review and discussion of items on the Regular meeting agenda. The Commission will set the Consent Agenda for the Regular meeting, determining the order of items for consideration with any additions, removals and/or replacements as presented.

**CA2** - Discussion took place regarding rescheduling the February 17, 2026, work session and regular meeting due to the Mardi Gras holiday.

It was decided to reschedule the February 17, 2026 work session and regular meeting to

Thursday, February 19, 2026.

**CC1** - Mr. Darrell Sudduth, President of the South Alabama Antique Tractor and Engine Club, discussed the origin of the 1900s sawmill which is being donated to Bicentennial Park, the need for a structure at the park to store the sawmill, and sawmill history in Baldwin County.

**CR6** - Chairman Ball noted Staff Recommendation #2 has been removed at the request of the Personnel Director.

Ashley Campbell, Natural Resource Planner, introduced James Howard, new Natural Resource Planner at the Planning Department, and discussed upcoming projects. Mr. Howard said he looks forward to working with the Commissioners and getting started on various projects.

**CS3** - Commissioner Gruber discussed the importance of supporting the grant proposal by Auburn University which utilizes different techniques for dealing with stormwater issues.

Ms. Campbell discussed the partnership with Auburn University for the Magnolia River Watershed and thanked the Commission for the letter of support to Auburn University for the infiltration swales grant proposal.

## **PUBLIC COMMENTS**

None.

## **COMMISSIONER REQUESTS**

Commissioner McKenzie requested staff to reach out to Sheriff Anthony Lowery for an update regarding the use of \$70,000 in opioid funds allocated to the Baldwin County Sheriff's Office in August 2025.

## **SENIOR STAFF REPORTS**

Update by Tara Hazelbaker, Finance Director, regarding FY 2024 Financial and Legal Compliance Audit

Ms. Hazelbaker recognized Aislinn Stone, Chief Compliance Officer, Accounting Managers Dana Lambert and Christie Bezoari, and other County departments for their hard work which resulted in a clean financial audit for fiscal year 2024. Ms. Hazelbaker discussed the financial report being released a month sooner than last year and the goal to produce the annual auditable financials by April 1, 2026.

Mr. Rendleman noted counties are audited for federal as well as state compliance and recognized Wanda Gautney, Purchasing Director, Jeanette Brown, Assistant Purchasing Director, Robin Benson, Accounts Payable Supervisor, and the Accounts Payable Department staff for their diligence in ensuring the County has proper documentation.

Mr. Rendleman noted the addition of a narrative to the financials which shows the County's financial performance from year to year.

## **COUNTY ATTORNEY'S REPORT**

Brad Hicks, County Attorney, noted there is one item for the Commissioners to discuss in an executive session.

## **ADJOURNMENT OF PRE-MEETING WORK SESSION**

Brad Hicks, County Attorney, recommended the Commission adjourn the work session and convene in an executive session to discuss the consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property. The Commission will not need to reconvene the work session.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:23 a.m. to discuss the consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property.

The motion passed by the following vote:

**Aye:** 4 - James E. Ball, Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber  
**Nay:** 0  
**Absent:** 0  
**Abstain:** 0

Chairman Ball said the December 2, 2025, work session will not reconvene.

The December 2, 2025, Baldwin County Commission Work Session adjourned at 9:23 a.m.

## **REGULAR MEETING (10:00 AM)**

**Present:** 4 - Commissioner James E. Ball, Commissioner Matthew P. McKenzie, Commissioner Billie Jo Underwood, and Commissioner Charles F. Gruber

**Absent:** 0

Also present were Roger Rendleman, County Administrator; Frank Lundy, County Engineer; and Brad Hicks, County Attorney.

## **WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE**

The Chairman called the meeting to order at 10:00 a.m. Following the Invocation by Pastor Mike Lynn with First Assembly of God, Robertsedale, and the Pledge of Allegiance led by Commissioner Gruber, the Commission transacted the following business to-wit:

## **A ADOPTION OF MINUTES**

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Matthew P. McKenzie, to adopt the minutes of the November 18, 2025, Baldwin County Commission Regular meeting.

The motion passed by the following vote:

**Aye:** 4 - James E. Ball, Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber  
**Nay:** 0  
**Absent:** 0  
**Abstain:** 0

## **B COMMITTEE REPORTS**

### **BA FINANCE/ADMINISTRATION DIVISION**

#### **BA1 Payment of Bills**

[26-0234](#)

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to approve payment of the bills and distribution of taxes which are listed in the Baldwin County Accounts Payable Payments.

The motion passed by the following vote:

**Aye:** 4 - James E. Ball, Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber  
**Nay:** 0  
**Absent:** 0  
**Abstain:** 0

#### **BA2 Ratification of Interim Payments as Allowed by Policy 8.1**

[26-0233](#)

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to ratify interim payments approved by the Clerk / Treasurer and signed by the Chairman of the County Commission.

The motion passed by the following vote:

**Aye:** 4 - James E. Ball, Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber  
**Nay:** 0  
**Absent:** 0  
**Abstain:** 0

## **C CONSENT**

Chairman Ball noted changes to the Consent Agenda include the meeting date change to February 19, 2026 related to Item CA2, and the removal of staff recommendation #2 from Item CR6.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to approve the Consent Agenda including the meeting date change related to Item CA2 rescheduling the February 17, 2026, Baldwin County Commission Work Session and Regular meeting to February 19, 2026, and the removal of staff recommendation #2 from Item CR6.

The motion passed by the following vote:

**Aye:** 4 - James E. Ball, Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber  
**Nay:** 0  
**Absent:** 0  
**Abstain:** 0

**CA ADMINISTRATION**

**CA1** Annual Review and Approval of County Take Home Vehicle List - December 2025 [26-0223](#)

Review and approve the County Take Home Vehicle List - December 2025.

The total number of Baldwin County Commission departmental staff driving County-owned vehicles home is 244.

**CA2** Rescheduling the Baldwin County Commission February 17, 2026, Work Session and Regular Meeting [26-0007](#)

Adopt Resolution #2026-006 which reschedules the February 17, 2026, Work Session and Regular Meeting of the Baldwin County Commission to be held and conducted on Thursday, February 19, 2026, in the County Commission Meeting Chambers - 2nd Floor in the Baldwin County Fairhope Satellite Courthouse located at 1100 Fairhope Avenue, Fairhope, Alabama.

**CA3** Updates to Baldwin County Commission (Administration Department) Policies [26-0237](#)

Regarding Baldwin County Commission (Administration Department) policies, take the following action:

1) Abolish Policy 2.14 - Sale of County Highway Maps.

**CA4** Zion Fountain and Vaughn Community Annual Christmas Parade [26-0192](#)

Approve the request from Zion Fountain A. M. E. Zion Church for the use of county roads for the annual Zion Fountain and Vaughn Community Christmas Parade on Saturday, December 20, 2025, beginning at 1:00 p.m.

## **CB ANIMAL CONTROL**

**CB1** Waiving of Age Limit for Volunteers for Foley High School Key Club Event at Baldwin County Animal Shelter [26-0239](#)

Approve the one-time waiving of the age requirement for volunteers as listed in the Baldwin County Animal Shelter Volunteer Handbook (page 5) for a volunteering event by the Foley High School Key Club at the Baldwin County Animal Shelter on December 13, 2025.

## **CC ARCHIVES AND HISTORY**

**CC1** Donation of 1900s Working Sawmill to Baldwin County Bicentennial Park [26-0232](#)

Take the following actions:

- 1) Accept the donation of a 1900s working sawmill from Darrell Sudduth for installation and use at Baldwin County Bicentennial Park in Stockton; and
- 2) Authorize the Chairman and Director of Archives and History to execute the Deed of Gift Agreement transferring ownership of the antique working sawmill from Darrell Sudduth to the Baldwin County Department of Archives and History, the IRS Form 8283, and any other documents related to the donation of the sawmill; and
- 3) Authorize the Baldwin County Department of Archives and History, in consultation with the County Engineer, to facilitate the move of the sawmill from the property located at 33507 U.S. Highway 31, Spanish Fort, Alabama, to Bicentennial Park.

## **CE BUDGET/PURCHASING**

**CE1** Competitive Bid #WG25-01 - On-Call Fiber Optic Installation and Repair Services for the Baldwin County Commission [26-0229](#)

Extend Bid #WG25-01 for on-call fiber optic installation and repair services with B & L Cable Construction, LLC, for an additional twelve (12) months at the same prices, and terms stated in the original bid award on November 19, 2024. The Contract extension will expire on December 8, 2026.

**CE2** Competitive Bid #WG26-04 - Purchase and Installation of Three (3) Animal Transport Units for the Baldwin County Commission [26-0227](#)

Award Bid #WG26-04 to Truck Equipment Sales, Inc., for the purchase and installation

of three (3) animal transport units as follows:

Bid Amount: \$41,775.00 x 3 = \$125,325.00

Bid Amount: \$5,200.00 (1) Backsaver Hoist with Large Cage - Front Passenger

Total Bid Amount: \$130,525.00

Make / Model: Custom Fiberglass C-100

Delivery Time After Receipt of Order: 14 months

**CE3** Competitive Bid #WG26-05 - Purchase of Twenty (20) or More 2025+ Chevrolet Tahoe AnyGlide Rear Storage Boxes with Lower Command Centers or Equivalent for the Baldwin County Sheriff's Office

[26-0228](#)

Award Bid #WG26-05 to the lowest bidder, Dana Safety Supply, Inc., for the purchase of twenty (20) or more 2025+ Chevrolet Tahoe AnyGlide rear storage boxes with lower command centers for the Baldwin County Sheriff's Office as follows:

Bid Amount: \$3,125.00 x 20 = \$62,500.00

Model: Tahoe Command Center SKU 1000, Command Center Top SKU 1115

Delivery Time After Receipt of Order (Days): 45

**CE4** Architectural Services for Design of Renovations to Baldwin County Central Annex II Building Located in Robertsedale, Alabama, for the Baldwin County Commission

[26-0262](#)

Take the following actions:

1) Approve the general layout approach of the renovations of the Central Annex II 3rd and 4th floors; and

2) Approve and authorize the Chairman to execute the Professional Services Agreement for architectural services in the amount of \$8,600.00 with McCollough Architecture, Inc., for the design of renovations to the Baldwin County Central Annex II building located in Robertsedale, Alabama, for the Highway Department and authorize the Architect and Purchasing Director to bid the project.

**CE5** Baldwin County Resurfacing Projects 2026: Group #1RA/BCR-2026-1RA

[26-0241](#)

Award the bid for Baldwin County Resurfacing Projects 2026: Group #1RA/BCR-2026-1RA to the lowest bidder, Wiregrass Construction Company, Inc., Bid Amount \$1,876,543.21 for Alternative 1 (All Labor and Materials); Construction Time: 45 working days; and authorize the Chairman to execute the Contract.

**CE6** Rental of Four (4) New Copy Machines for Various Departments for the Baldwin County Commission

[26-0236](#)

Approve and authorize the Chairman to execute the Rental Agreements with Sharp Electronics Corporation for the rental of four (4) new copy / scanner / fax machines off the State of Alabama bid for thirty-six (36) months effective the date of execution as follows:

Location: Revenue Commission - Assessment Dept. - Bay Minette

Model: BP-51M31

Price: \$94.66 per month

Excess Charge/copy: \$0.0056 B/W

Location: Revenue Commission - Mapping Dept. - Bay Minette

Model: BP-71C45

Price: \$198.44 per month

Excess Charge/copy: \$0.0066 B/W, \$0.0455 Color

Location: Baldwin County Central Annex Commission Office - Robertsedale

Model: BP-51C45

Price: \$195.77 per month

Excess Charge/copy: \$0.0066 B/W, \$0.0455 Color

Location: Board of Registrars - Bay Minette

Model: BP-71C31

Price: \$177.38 per month

Excess Charge/copy: \$0.0066 B/W, \$0.0455 Color

**CE7**    Rental of Two (2) New Copy Machines for Baldwin County Probate  
Offices Located in Bay Minette and Fairhope, Alabama, for the Baldwin  
County Commission

**26-0244**

Approve and authorize the Chairman to execute the Rental Agreements with Sharp Electronics Corporation for the rental of two (2) new copy machines off the State of Alabama bid for thirty-six (36) months effective the date of execution as follows:

Location: Probate Office - Elections - Bay Minette

Model: BP-51C31

Price: \$148.82 per month

Excess Charge/copy: \$0.0080 B/W, \$0.0455 Color

Location: Probate Office - Fairhope Satellite Courthouse

Model: BP-51M36

Price: \$149.57 per month

Excess Charge/copy: \$0.0056 B/W

**CM    FINANCE AND ACCOUNTING**



**CM1 Renewal of Crime Bond Policy****26-0226**

Take the following actions:

- 1) Authorize the renewal of the Crime Bond issued from Travelers and payable to John A. Robertson Insurance Agency at a premium of \$6,803.00 yearly for three years. The Period of coverage is December 31, 2025, through December 31, 2028; and
- 2) Authorize the Chairman to sign all documents required for the Crime Bond; and
- 3) Authorize the Clerk/Treasurer to make an interim payment before December 31, 2025, to John A. Robertson Insurance Agency in the amount of \$6,803.00.

**CM2 New County Levies for Alcohol Licenses****26-0240**

Due to the passing of Act 2025-405 and Act 2025-413, adopt the following new Alabama Alcoholic Beverage Control (ABC) Board county license fees for Fiscal Year 2025 - 2026, and authorize the Chairman to execute the attached Alabama ABC Board forms for the adopted county license fees:

New License Type	Proposed Fee
Government Venue License	\$337.50
Special Event Storage License	\$742.50
Educational Tourism Distillery License	\$1350.00

**CM3 Publication of Baldwin County's Draft Unaudited Financial Status****26-0235**

Take the following actions:

- 1) Approve the one-time publication of the statements of the County's draft unaudited financial status for the twelve (12) month period ending on September 30, 2025, in all Gulf Coast Newspapers as required by the Code of Alabama 1975, Section 11-3-21; and
- 2) Authorize the Chairman to sign and certify that the statements reflect the true pre-close financial condition and operating statement of the Baldwin County Commission for the period beginning October 1, 2024, and ending September 30, 2025.

**CO HIGHWAY****CO1 Central Annex I Parking Lot and Vehicle Access Improvements****26-0255**

Approve parking lot and vehicle access improvements at Baldwin County Central Annex I to enhance traffic circulation and increase parking capacity.

**CO2 Civil Southeast, LLC - Standard On Call Contract - Consent to Assignment****26-0251**

of Contract

Approve the Chairman to execute the Consent to Assignment of Contract document consenting to the assignment of all rights, covenants, warranties, duties and obligations under the current standard on call contract with Civil Southeast, LLC to Scarlett Sadler Group, LLC d/b/a Civil Southeast, LLC.

**CO3** J.M. Wood Auction Company, Inc. - Auction Sales Agreement

[26-0149](#)

Approve the Auction Sales Agreement between J.M. Wood Auction Company, Inc., and the Baldwin County Commission, which will be applicable to all departments of the Commission, with all future equipment inventory lists being brought to the Commission for approval.

This Agreement shall become effective January 1, 2026, pending full execution by both parties, and terminate January 1, 2027, with an automatic renewal for an additional two (2) years, in one (1) year increments, unless cancelled by either party with a 30-day written notice prior to the contract renewal.

**CO4** License Agreement #25021 - Keller Road Right-of-Way

[26-0253](#)

Take the following actions:

- 1) Approve License Agreement #25021 permitting Riviera Utilities to install 800 feet of 10-inch water main on unmaintained right-of-way on Keller Road in Foley, Alabama; and
- 2) Authorize the County Engineer to execute Utility Permit #25579-W.

The term of this Agreement shall commence on the date of full execution. License for installation shall terminate at 11:59 p.m. on June 30, 2026. License for maintenance shall be indefinite according to the terms of the Agreement.

**CO5** Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW22021 - Malkoskie Road (Tract 1)

[26-0257](#)

Take the following actions:

- 1) Accept 2.648 acres on Malkoskie Road (Tract 1) as a right-of-way donated to Baldwin County by Brown Hawk Landing, LLC on September 16, 2025 (Instrument No. 2211217 of Baldwin County Judge of Probate); and
- 2) Related to the aforesaid, authorize the Chairman to execute IRS Form 8283 for the donated right-of-way.

**CO6** Execution of IRS Form 8283 for Donated Right-of-Way on Project No.

[26-0258](#)

HW22021 - Malkoskie Road (Tract 3)

Take the following actions:

- 1) Accept 0.499 acres on Malkoskie Road (Tract 3) as a right-of-way donated to Baldwin County by Cheryl K. Hanson on August 5, 2025 (Instrument No. 2203176 of Baldwin County Judge of Probate); and
- 2) Related to the aforesaid, authorize the Chairman to execute IRS Form 8283 for the donated right-of-way.

**CO7** Execution of IRS Form 8283 for Donated Right-of-Way on Project No. 0206411 / HW11064000 - Sherman Road (Tract 9)

[26-0259](#)

Take the following actions:

- 1) Accept 0.021 acres on Sherman Road (Tract 9) as a right-of-way donated to Baldwin County by Tammy Smith Allen and Christopher M. Allen on October 11, 2024 (Instrument No. 2215616 of Baldwin County Judge of Probate); and
- 2) Related to the aforesaid, authorize the Chairman to execute IRS Form 8283 for the donated right-of-way.

**CO8** Execution of IRS Form 8283 for Donated Right-of-Way on Project No. 0206411 / HW11064000 - Sherman Road (Tract 13)

[26-0260](#)

Take the following actions:

- 1) Accept 0.062 acres on Sherman Road (Tract 13) as a right-of-way donated to Baldwin County by Freddie Sanders and Mona L. Sanders on April 28, 2025 (Instrument No. 2215617 of Baldwin County Judge of Probate); and
- 2) Related to the aforesaid, authorize the Chairman to execute IRS Form 8283 for the donated right-of-way.

**CO9** Execution of IRS Form 8283 for Donated Right-of-Way on Project No. 0206411 / HW11064000 - Sherman Road (Tract 14)

[26-0261](#)

Take the following actions:

- 1) Accept 0.104 acres on Sherman Road (Tract 14) as a right-of-way donated to Baldwin County by Russell Lowman and Sara Lowman on October 9, 2025 (Instrument No. 2215379 of Baldwin County Judge of Probate); and
- 2) Related to the aforesaid, authorize the Chairman to execute IRS Form 8283 for the

donated right-of-way.

## **CR PERSONNEL**

### **CR1 Renewal of AirMedCare Network Services**

[26-0249](#)

Authorize the annual renewal of the AirMedCare Network Services - Air Medical Coverage for Air Medical helicopter coverage and Lifeguard (d/b/a Medstar) Ground Transportation coverage for employees, for an additional twelve (12) months beginning January 1, 2026, and expiring December 31, 2026, at the same price and terms stated in the original contract approved during the December 3, 2024, Baldwin County Commission Regular Meeting.

### **CR2 Animal Shelter - Employment of One (1) Animal Control Officer Position**

[26-0245](#)

Approve the employment of Seth Reynolds to fill the open Animal Control Officer position (#608) at a grade 305 (\$17.07 per hour / \$35,505.60 annually) to be effective no sooner than December 8, 2025.

### **CR3 BRATS Department - Personnel Change**

[26-0246](#)

Take the following actions:

1) Approve a temporary increase in pay for Janice Nicholson, Grants Technician, grade 310 (\$25.47 per hour / \$52,977.60 annually) to grade 310 (\$27.51 per hour / \$57,220.80 annually), due to an increase in duties, to be effective no sooner than December 15, 2025; and

2) Upon the removal of increased duties, recognize that Janice Nicholson shall return to her same said compensation prior to temporary increase.

### **CR4 Community Relations Department - Creation of Position**

[26-0247](#)

Take the following actions:

1) Approve the creation of a Community Relations / Public Information Manager position (#TBD) grade S316 (grade S316 range: \$60,465.60 - \$97,905.60 annually); and

2) Approve the position description for the Community Relations / Public Information Manager; and

3) Approve the updated organizational chart for the Community Relations Department.

### **CR5 Juvenile Detention Center - Employment of One (1) Detention Worker Position**

[26-0248](#)

Approve the employment of Claudia Corral to fill the open Detention Worker position (#5163) at a grade 309 (\$21.00 per hour / \$43,680.00 annually), with said salary due to experience, to be effective no sooner than December 8, 2025.

**CR6** Parks and Recreation Department - Employment of Two (2) Landscape Technician I Positions

[26-0252](#)

Take the following action:

1) Approve the employment of Troy Strehle to fill the open Landscape Technician I position (#1003) at a grade 306 (\$17.88 per hour / \$37,190.40 annually) to be effective no sooner than December 8, 2025.

**CR7** Sales & Use Tax/License Inspection Department - Voluntary Demotion of Employee

[26-0250](#)

Approve the voluntary demotion of Loren Lucas from the Assistant Director of Transportation position (#5597) grade S319 (\$97,337.42 annually), in the BRATS Administration Department (51930), to fill the Senior Audit Compliance Officer position (#3058) at a grade S317 (\$92,470.00 annually), in the Sales & Use Tax/License Inspection Department (51750), to be effective no sooner than December 15, 2025.

**CS PLANNING AND ZONING**

**CS1** 2026 Municipal Separate Storm Sewer Systems (MS4) Phase II Permit - Appointment of Responsible Official

[26-0242](#)

Appoint James E. (Jeb) Ball, Baldwin County Commission Chairman, as the Municipal Separate Storm Sewer Systems (MS4) Phase II Permit Responsible Official to execute all documents required by the Alabama Department of Environmental Management (ADEM) for the County's MS4 Permit ALR #40042.

**CS2** Baldwin County Planning and Zoning Commission - Resignation and Appointment

[26-0238](#)

Related to the Baldwin County Planning and Zoning Commission, take the following actions:

1) Thank Mr. Robert Davis for his civic service, as a regular member of the Board (BCC District 3 Nominee), upon his voluntary resignation from the Board on October 30, 2025; and

2) Appoint Mr. Doug Lipscomb as a regular member of the Board (BCC District 3 Nominee) for a pro-rata reduced term, to fill the place seat formerly held by Mr. Robert Davis, said term commencing December 2, 2025, and expiring June 30, 2027.

**CS3**    Letter of Support for Auburn University Grant Proposal - Promoting Infiltration Swales as Green Stormwater Infrastructure Practice in Coastal Alabama

[26-0243](#)

Authorize the Chairman to execute a letter of support to Auburn University for its research grant titled "Promoting Infiltration Swales as a Green Stormwater Infrastructure Practice in Coastal Alabama."

**D        PRESENTATIONS**

**DA       GENERAL**

**DA1**    Recognition of Al W. Tolbert, Jr., for His Service as Bay Minette Police Chief

[26-0188](#)

Commissioner Ball presented a Certificate of Recognition to Al W. Tolbert, Jr., for his eight years of service as Chief of Police for the City of Bay Minette, Alabama.

Mr. Tolbert reflected on his eight years of service as Police Chief at the City of Bay Minette Police Department, highlighting advancements in public safety, officer training, and equipment. Mr. Tolbert said he feels collaboration between the City of Bay Minette, the Sheriff's Office, and the County Commission is a testament to the greatness of Baldwin County.

Mayor Wills thanked Mr. Tolbert for his professionalism and his work to improve public safety in Bay Minette.

Sheriff Anthony Lowery said he is excited to have Mr. Tolbert re-join the Sheriff's Office.

The Commissioners thanked Mr. Tolbert for his service to and leadership at the City of Bay Minette Police Department.

**E        PUBLIC HEARINGS**

None.

**F        OTHER STAFF RECOMMENDATIONS**

None.

**G        ADDENDA**

**GA       GENERAL**

**GA1**    North Baldwin County Health Care Authority - Appointments

[26-0265](#)

Motion by Commissioner Billie Jo Underwood to appoint Commissioner James E. Ball to the North Baldwin County Health Care Authority.

Chairman Ball noted there are other appointments to the North Baldwin County Health Care Authority listed in the staff recommendation of Item GA1.

After Commissioner Gruber read the staff recommendation for Item GA1, Commissioner Underwood restated her motion as follows:

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, as related to the North Baldwin County Health Care Authority, to take the following actions:

- 1) Due to the expiration of Mr. Dennis Godwin's term on January 1, 2026, appoint Mr. James E. Ball as a member to the place seat (Slot 2) formerly held by Mr. Godwin, for a six (6) year term, said term commencing January 1, 2026, and expiring January 1, 2032; and
- 2) Accept the resignation of Ms. Phyllis French and appoint Ms. Willie "Felisha" Anderson as a member to the place seat (Slot 3) formerly held by Ms. French, for a pro-rata reduced six (6) year term, said term commencing December 2, 2025, and expiring January 1, 2030; and
- 3) Reappoint Mr. Jason Padgett as a member to place seat (Slot 5) for a six (6) year term, said term continuing from January 1, 2026, and expiring January 1, 2032; and
- 4) Accept the resignation of Ms. Lynn Biles and appoint Ms. Karmen Still as a member to the place seat (Slot 8) formerly held by Ms. Biles, for a pro-rata reduced six (6) year term, said term commencing December 2, 2025, and expiring January 1, 2028; and
- 5) Due to the expiration of Mr. Robert Zarr, Sr.'s term on January 1, 2026, appoint Ms. Sarah Davis as a member to the place seat (Slot 9) formerly held by Mr. Zarr, for a six (6) year term, said term commencing January 1, 2026, and expiring January 1, 2032.

After the motion, and before the vote, discussion took place regarding the extent of authority the Baldwin County Commission holds over the boards to which it appoints members.

Brad Hicks, County Attorney, explained the Commission appoints members to certain boards based on State statute and the board governs the entity it presides over, not the County Commission.

Roger Rendleman, County Administrator, discussed limitations to board members' authority, particularly in the context of boards governed by State statute.

Mr. Hicks further discussed the Alabama Legislature giving appointing authority of certain state entities to a local agency and the Commission's role in appointing members

rather than managing boards. Mr. Hicks said the Commission would be exceeding its authority if attempting to manage a board.

Commissioner Gruber noted the North Baldwin County Health Care Authority was created by the Alabama Legislature and the only authority the Commission has is to appoint the board members.

The motion passed by the following vote:

**Aye:** 3 - Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber  
**Nay:** 0  
**Absent:** 0  
**Abstain:** 1 - James E. Ball

## **H PRESS QUESTIONS**

None.

## **I COMMISSIONER COMMENTS**

The Commissioners provided their closing comments.

Discussion took place regarding the Commission's authority regarding boards appointed by the Baldwin County Commission, specifically the Baldwin County Board of Human Resources.

Brad Hicks, County Attorney, explained that under the Code of Alabama, the Commission only has the authority to appoint members. It cannot withhold funding or hold authority over the management of State-funded boards. Mr. Hicks noted that to insinuate the Commission has authority over financial or management aspects of a board is a misrepresentation of Alabama law, and anyone with questions regarding the Baldwin County Board of Human Resources should reach out to the State of Alabama Department of Human Resources in Montgomery, Alabama.

Chairman Ball said the Baldwin County Commission has no authority over state agencies such as the Department of Human Resources.

## **J ADJOURNMENT**

Chairman Ball said the December 2, 2025, Regular meeting is adjourned at 10:39 a.m.

The December 2, 2025, Baldwin County Commission Regular meeting adjourned at 10:39 a.m.

