

Baldwin County Commission

Baldwin County Commission Regular
Meeting Minutes
Tuesday, June 7, 2022
8:30 AM



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

District 1 – Commissioner James E. Ball
District 2 – Commissioner Joe Davis, III
District 3 – Commissioner Billie Jo Underwood
District 4 – Commissioner Charles F. Gruber

All supporting documentation for the minutes can be viewed in the File ID link of each item and are denoted by an asterisk.

WELCOME BY CHAIRMAN, INVOCATION AND PLEDGE OF ALLEGIANCE

Present: 4 - Commissioner James E. Ball, Commissioner Joe Davis III, Commissioner BillieJo Underwood, and Commissioner Charles F. Gruber

Absent: 0

Also present were, Ron Cink, Budget Director, and Brad Hicks, County Attorney.

The Chairman called the meeting to order at 8:31 a.m. After the prayer led by Pastor Marty Hamilton of Bay Minette United Methodist Church, and the Pledge of Allegiance led by Commissioner BillieJo Underwood, the Commission transacted the following business to-wit:

A ADOPTION OF MINUTES

May 17, 2022, Regular Meeting

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Joe Davis, III, to adopt the minutes of the May 17, 2022, Regular Meeting.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

B CONSENT

Chairman Ball said the Consent Agenda includes a Replacement Attachment for Item BA9 to correct typos in the Resolution, a Replacement Attachment for Item BN6 to

change Town of Loxley to City of Loxley in the Agreement, and the condition that approval of Item BA4 is contingent upon applicant obtaining a health department permit due to remodeling of the existing structure.

Motion by Commissioner BillieJo Underwood, seconded by Commissioner Charles F. Gruber, to approve the Consent Agenda including the Replacement Attachment for Item BA9, the Replacement Attachment for Item BN6, and the condition that approval of Item BA4 is contingent upon applicant obtaining a health department permit due to remodeling of the existing structure.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 0

BA ADMINISTRATION

BA1 City of Bay Minette - Annexation Notification

[22-1010](#)

Authorize the placement of Act No. 2022-280, annexing property into the corporate limits of the City of Bay Minette, Alabama, into the minutes of the June 7, 2022, Baldwin County Commission meeting with proper notification to the following departments/organizations:

Baldwin County Commission Departments:

Baldwin County Commission
Building Inspection Department
Communications/Information Systems Department
Environmental Management/Solid Waste Department
Highway Department
Planning and Zoning Department

Elected Officials:

Baldwin County Probate Office
Baldwin County Revenue Commission
Baldwin County Sheriff's Office

Other Agencies:

Board of Registrars Office
Emergency 911
South Alabama Regional Planning Commission

BA2 Cindy Haber Center, Inc. - Board Appointment(s)

[22-0992](#)

As relates to the Cindy Haber Center, Inc., take the following actions:

1) Adopt Resolution #2022-101 which appoints Ms. Dawn Frenette as a member of the Board of Directors, for a six (6) year pro-rata reduced term, to fill the place seat and unexpired term formerly held by Ms. Eileen Mueller, said term to commence June 7, 2022, and expire March 31, 2028; and

2) Accept the resignation of Ms. Eileen Mueller, dated January 10, 2022, and thank her for her prior civic service as a member of the Board of Directors.

BA3 Case No. LV-22008 - Alcohol License Application for Little River Food Plot LLC d/b/a Little River Food Plot LLC [22-1014](#)

Approve the transfer of 050 - Retail Beer (Off Premises Only) alcohol license by the Alabama Alcoholic Beverage Control (ABC) Board from Riverside Properties LLC to Little River Food Plot LLC d/b/a Little River Food Plot LLC, located at 72071 Highway 59, Little River, Alabama 36550.

BA4 Case No. LV-22009 - Alcohol License Application for Fraternal Order of Eagles Aerie 4549 d/b/a Fraternal Order of Eagles Aerie 4549 [22-1020](#)

Approve the issuance of 010 - Lounge Retail Liquor - Class I alcohol license by the Alabama Alcoholic Beverage Control (ABC) Board for Fraternal Order of Eagles Aerie 4549 d/b/a Fraternal Order of Eagles Aerie 4549, located at 12456 Sandy Lane, Suites 3 and 4, Foley, Alabama 36535.

Approval is contingent upon applicant obtaining a health department permit due to remodeling of the existing structure.

BA5 Case No. LV-22010 - Alcohol License Application for AARSHIVA, Inc. d/b/a Triple A Package Store [22-1023](#)

Approve the issuance of 011 - Lounge Retail Liquor - Class II (Package) alcohol license by the Alabama Alcoholic Beverage Control (ABC) Board for AARSHIVA, Inc. d/b/a Triple A Package Store, located at 22197 County Road 87 Unit B, Robertsedale, Alabama 36567.

BA6 Case No. LV-22011 - Alcohol License Application for Absintheminded Enterprises LLC d/b/a Absintheminded Enterprises LLC [22-0990](#)

Approve the issuance of 100 - Wholesale Table Wine Only - 24% or less and 210 - Importer alcohol license by the Alabama Alcoholic Beverage Control (ABC) Board for Absintheminded Enterprises LLC d/b/a Absintheminded Enterprises LLC, located at 18789 Linger Longer Lane, Summerdale, Alabama 36580.

BA7 Letter of Support to ADECA - Electric Vehicle Charging Infrastructure Program

[22-1024](#)

Authorize the execution of a letter of support to the Alabama Department of Economic and Community Affairs (ADECA) on behalf of the Baldwin County Economic Development Alliance (BCEDA) in support of BCEDA's grant application for an Electric Vehicle Charging Infrastructure Program that provides installation and operation of electric vehicle charging stations.

BA8 Space Allocation in County Facilities - Central Annex in Robertsdale, Alabama

[22-0010](#)

Pursuant to the authority granted the Baldwin County Commission at §11-3-11 (a) (1) of the Code of Alabama 1975 and Section 6 of Act No. 239 (1931), as amended, and without limitation, adopt Resolution #2022-098 of the Baldwin County Commission, which designates the rooms to be occupied in the Baldwin County Central Annex Building and further, to authorize the space allocations and offices applicable to the Baldwin County Central Annex Building located at 22251 Palmer Street in Robertsdale, Alabama.

(Resolution #2022-098 repeals Resolution #2021-005, adopted by the Baldwin County Commission on October 6, 2020.)

BA9 *Resolution #2022-099 of the Baldwin County Commission - August 30, 2022, Special School Tax Election Regarding the Adoption, Levy, Assessment and Collection of a Special Three (3) Mill Ad Valorem Tax in the District 8 (Am. 382) School Tax District in Baldwin County (Daphne), Alabama

[22-0976](#)

Take the following actions:

1) Pursuant to a May 19, 2022, Baldwin County Board of Education resolution submitted to the Baldwin County Commission on May 20, 2022, adopt Resolution #2022-099 of the Baldwin County Commission which authorizes, among other things associated thereto, the submission of the question if a special ad valorem district school tax shall be levied and collected annually in District 8 (Am. 382) School Tax District in Baldwin County (Daphne), Alabama, pursuant to Amendment No. 382 to the Constitution of Alabama of 1901, as amended, and in addition to all ad valorem taxes now or hereafter levied in the District, for public school purposes in the District at the uniform rate of thirty cents (\$0.30) on each one hundred dollars of taxable property in the District for a period of 30 years beginning with the levy for the tax year October 1, 2022 to September 30, 2023 (the tax for which year becoming due and payable on October 1, 2023) and ending with the levy for the tax year October 1, 2051 to September 30, 2052 (the tax for which year becoming due and payable on October 1, 2052).

Said matter shall be put to a vote of the qualified electors of District 8 (Am. 382) School Tax District in Baldwin County (Daphne), Alabama at the special election to be held on

August 30, 2022, with said tax proceeds used, less the cost of collection, exclusively for district public school purposes.

2) Memorialize for the record, a Petition signed by 200+ qualified electors of Baldwin County, Alabama, which was filed and presented to the Baldwin County Commission, requesting that the Commission call and order an election to be held in said District 8 (Am. 382) School Tax District in Baldwin County (Daphne), Alabama on the 30th day of August 2022, to determine whether or not a special ad valorem district school tax shall be levied and collected annually in District 8 (Am. 382) School Tax District in Baldwin County (Daphne), Alabama, for the support and furtherance of education within said district.

BB ANIMAL CONTROL

BB1 Baldwin County Animal Shelter - Standard Operating Procedures Manual, Volunteer Handbook, and Rescue Handbook [22-0979](#)

Approve the updated Baldwin County Animal Shelter Standard Operating Procedures Manual, Volunteer Handbook, and Rescue Handbook to reflect new addresses and logo for the Baldwin County Animal Shelter.

BD BALDWIN REGIONAL AREA TRANSIT SYSTEM (BRATS)

BD1 Fiscal Year 2023 ALDOT Section 5311 Rural Public Transportation Grant Application [22-1022](#)

Take the following actions:

1) Adopt Resolution #2022-096 authorizing the Baldwin County Commission to commit up to \$1,487,975.00 as local non-federal match for administration and capital expenditures under the Section 5311 Non-Urbanized Area Public Transportation Program during Fiscal Year 2023 with approximately \$425,000.00 generated from fares, contract services, and advertising; and

2) Adopt Resolution #2022-097 authorizing the execution and submittal of the Fiscal Year 2023 Section 5311 Grant Application to the Alabama Department of Transportation (ALDOT) relating to public transportation; and

3) Authorize the Chairman to sign the application and any related documents; and

4) Authorize Baldwin Regional Area Transit System (BRATS) staff to submit the Fiscal Year 2023 5311 Application / Agreement to the Alabama Department of Transportation.

BD2 Purchase of Two (2) New Public Transit Vehicles for Baldwin Regional Area Transit System with FY2022 5307 Urban Transportation Grant Funds [22-0998](#)

Take the following actions:

- 1) Approve the purchase of two (2) new Ford High Roof Transit Vans at the total cost to the Baldwin County Commission of \$13,070.40.
- 2) Authorize the Clerk / Treasurer to process a check issued to the Alabama Department of Transportation in the amount of \$13,070.40.

BD3 Purchase of Four (4) New Public Transit Vehicles for Baldwin Regional Area Transit System with FY2022 5311 Rural Transportation Grant Funds

[22-1000](#)

Take the following actions:

- 1) Approve the purchase of four (4) new Ford High Roof Transit Vans at the total cost to the Baldwin County Commission of \$26,230.00; and
- 2) Authorize the Clerk / Treasurer to process a check issued to the Alabama Department of Transportation in the amount of \$26,230.00.

BE BUDGET/PURCHASING

BE1 Competitive Bid #WG21-29 - Provision of Aftermarket Heavy Duty Truck Parts for the Baldwin County Commission

[22-0974](#)

Extend Bid #WG21-29 - Provision of Aftermarket Heavy Duty Truck Parts with FleetPride, Inc., for an additional twelve (12) months at the same prices and terms as stated in the original bid award approved June 15, 2021. The bid extension will expire on June 15, 2023.

BE2 Competitive Bid #WG22-09 - Purchase and Installation of One (1) New 200 kW Natural Gas Generator for Baldwin County Annex IV Building located in Bay Minette, Alabama for the Baldwin County Commission

[22-0982](#)

Approve Change Order #1 in the amount of \$4,667.00 with Weaver Electric, Inc., on the Purchase and Installation of one (1) new 200 kW Natural Gas Generator for the Baldwin County Annex IV Building located in Bay Minette and authorize the Chairman to execute the Change Order.

BE3 Competitive Bid #WG22-34 - Provision for Rental of Solar Powered Portable Message Signs for the Baldwin County Commission

[22-0967](#)

Award Bid #WG22-34 to the lowest responsible bidder who met all the specifications, C & H Construction Services, LLC, for the Provision for Rental of Solar Powered Portable Message Signs as per the Award Listing.

BE4 Competitive Bid #WG22-35 - Provision of Bag Ice for the Baldwin County Commission [22-0969](#)

Award Bid #WG22-35 for the Provision of Bag Ice to Freezer, LLC, per the Award Listing.

BE5 Competitive Bid #WG22-36 - Provision of Fleet Fuel Management Program for the Baldwin County Commission [22-1007](#)

Award Bid #WG22-36 to the lowest responsible bidder, The McPherson Companies, Inc., for the Provision of the Fleet Fuel Management Program per the Award Listing.

BE6 Competitive Bid #WG22-37 - Provision of Ready-Mix Concrete for the Baldwin County Commission [22-1005](#)

Take the following actions:

- 1) Authorize the Purchasing Director to re-bid the Provision of Ready-Mix Concrete; and
- 2) Further, authorize the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the bid is advertised.

BE7 Competitive Bid #WG22-38 - Provision of Mower Blades for the Baldwin County Commission [22-1004](#)

Award Bid #WG22-38 - Provision of Mower Blades to the lowest responsible bidder who met the specifications, Equipment Sales Company, LLC for Group #1 and Group #2 as per the Award Listing.

BE8 Competitive Bid #WG22-40 - Provision of Janitorial Services for the Baldwin County Sheriff's Office Located in Bay Minette, Alabama [22-1001](#)

Award Bid # WG22-40 to the lowest bidder, Enmon Enterprises, LLC d/b/a Jani-King of Mobile, for the Provision of Janitorial Services for the Baldwin County Sheriff's Office located in Bay Minette per the Award Listing.

BE9 Competitive Bid #WG22-43 - Provision of Emulsified Asphalt (Bituminous Materials) for the Baldwin County Commission [22-0978](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the Provision of Emulsified Asphalt (Bituminous Materials); and

2) Further, authorize the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the bid is advertised.

BE10 Construction of Baldwin County Highway Maintenance Facility (Area 100) Located in Bay Minette, Alabama for the Baldwin County Commission [22-0981](#)

Take the following actions:

- 1) Approve Change Order #2 in the deduct amount of \$13,758.00 with Fitzgerald Construction, LLC, on the construction of the Baldwin County Highway Maintenance Facility (Area 100) located in Bay Minette, Alabama, and authorize the Chairman to execute the Change Order.
- 2) Authorize the Chairman to execute the Certificate of Substantial Completion on the construction of the new Baldwin County Highway Maintenance Facility (Area 100) located in Bay Minette, Alabama.

BE11 Contract for Engineering / Environmental Services for Lillian Park Beach Habitat and Shoreline Protection Project for the Baldwin County Commission [22-0995](#)

Approve the Contract with Neel-Schaffer, Inc, for Engineering / Environmental Services for the Lillian Park Beach Habitat and Shoreline Protection project in the amount of \$165,910.00 and authorize the Chairman to execute the Contract. (Contract effective for twelve (12) months from the date the Notice to Proceed is issued.)

BE12 Project No. BCP 0203120 (HW20031000) - Construction of Baldwin County Intracoastal Waterway (ICW) Boat Launch [22-1011](#)

Approve Change Order #2 in the amount of \$625,219.74 with McElhenney Construction Company, LLC for construction of ramp revisions on Project No. BCP 0203120 (HW20031000) - Baldwin County Intracoastal Waterway (ICW) Boat Launch and authorize the Chairman to execute the Change Order.

BE13 Transfer of One (1) Vehicle from the Baldwin County Building Inspection Department to the Juvenile Detention Center [22-0971](#)

Approve the transfer of one (1) used 2007 Ford F-150 Truck VIN 1FTRW14W97KB82970 from the Building Inspection Department to the Juvenile Detention Center in the amount of \$3,000.00 and authorize the Chairman to execute the Fixed Asset Form.

BE14 Transfer of One (1) Vehicle from the Revenue Commission Reappraisal Department to the Building Maintenance Department [22-0966](#)

Approve the transfer of one (1) new 2022 Ford F-150 SuperCrew 4x4 VIN 1FTFW1E50NKD10874 from the Revenue Commission Reappraisal Department to the Building Maintenance Department in the amount of \$31,202.00 and authorize the Chairman to execute the Fixed Asset Form.

BE15 Resolution #2022-103 - School Items Annual Sales Tax Holiday 2022 - July 15-17, 2022

[22-1003](#)

Adopt Resolution # 2022-103 of the Baldwin County Commission, which, pursuant to the Code of Alabama 1975, as amended by §40-23-213 and Act No. 2017-120, and without limitation hereby exempts covered items from all County Sales and Use Taxes with said exemption commencing at 12:01 a.m. on the third Friday in July 2022 (July 15, 2022) and expiring at midnight on the following Sunday in July 2022 (July 17, 2022).

Act No 2017-120 amended §40-23-210 through §40-23-213 by replacing the exemption period from the first full weekend of August to the third full weekend of July.

The Resolution meets the requirements of the Code of Alabama 1975, as amended, by Title §40-23-210 through §40-23-213 and Act No. 2017-120, and without limitation.

BI COUNCIL ON AGING

BI1 Title III Older Americans Act Contract Proposal and Application for Fiscal Year 2023

[22-0913](#)

Approve the Baldwin County Council on Aging Coordinator to submit the South Alabama Planning Commission / Area Agency on Aging Application for Title III Funding for Fiscal Year 2023, requesting funds in the amount of \$207,032.00, effective October 1, 2022, through September 30, 2023, said funding to support the operations of the Baldwin County Council on Aging programs.

BJ ELECTED OFFICIALS

BJ1 Insolvents, Errors and Taxes in Litigation for 2021

[22-0964](#)

As requested by the Revenue Commissioner of Baldwin County, the Honorable Teddy J. Faust, Jr., and in conformance with Section 40-5-23 of the Code of Alabama (1975) and any other applicable law, take the following actions:

- 1) Approve report titled Insolvents, Errors and Taxes in Litigation for 2021; and
- 2) Authorize the Chairman to execute the aforesaid report / instrument.

BJ2 National Network of Public Health Institutes - Grant Application for Implementation of New Case Management System for Baldwin County

[22-0996](#)

Coroner's Office

Take the following actions:

- 1) Authorize the Baldwin County Coroner's Office to submit a grant application to the National Network of Public Health Institutes (NNPHI) for the implementation of a new case management system in the amount of \$20,000.00; and
- 2) Authorize the Chairman to execute the grant application and any other documents related to the application.

BJ3 Reimbursement of American Rescue Plan Act Funds Used for State Inmates Housing Expenses

[22-1033](#)

Confirm, ratify, and approve the following actions related to reimbursement of American Rescue Plan Act (ARPA) funds for expenses of state inmates housed in county jails from March 3, 2021, to December 31, 2021:

- 1) Authorize the Chairman to execute the Certification and Assurance Agreement; and
- 2) Authorize staff to apply and submit all required documentation for reimbursement of ARPA funds through the Alabama Department of Finance online portal.

The Agreement for the reimbursement of American Rescue Plan Act (ARPA) funds for expenses of state inmates housed in county jails from March 3, 2021, to December 31, 2021, was signed by Chairman on May 31, 2022, and submitted by staff electronically on June 1, 2022, prior to Commission approval due to time constraints and submission deadline of June 6, 2022.

BN HIGHWAY

BN1 Adopt-A-Mile - County Road 65 from US Highway 98 to County Road 26 in Foley, Alabama

[22-1008](#)

Authorize the Chairman and County Engineer to execute an Adopt-A-Mile Program application submitted by LaTonya Prim for County Road 65 from US Highway 98 to County Road 26 in Foley, Alabama.

BN2 Field Road - Accept for Maintenance, License Agreement and Citizen Participation Program for Construction

[22-0991](#)

Take the following actions:

- 1) Approve accepting 360 feet of Field Road for maintenance; and
- 2) Approve License Agreement #22006 permitting Mr. Chad D. Bolden to utilize 360 feet

of currently unopened Field Road right-of-way to access his property. The term of this agreement shall commence on the date of full execution. License for access shall be indefinite according to the terms of the agreement.

3) Approve the Citizen Participation Program (CPP) Agreement between the Baldwin County Commission and Mr. Chad D. Bolden to construct and pave a portion of Field Road from end of pavement north approximately 360 feet as a 12-foot-wide single purpose road for an estimated cost of \$3,690.00.

BN3 Fiscal Year 2023 Transportation Alternatives Program Application for Extension of County Road 1 Sidewalk Project

[22-0927](#)

Take the following actions:

1) Approve Highway Department staff to prepare and submit an application for the Fiscal Year 2023 Transportation Alternatives Program (TAP) to request federal funding for the extension of the County Road 1 sidewalk from existing sidewalk approximately 2.0 miles south; and

2) Adopt Resolution #2022-087 and authorize the Chairman to send a letter to the Alabama Department of Transportation (ALDOT) advising of Baldwin County's intent to apply for federal funds for the construction of the project; and

3) Approve the Chairman to sign any other award or reporting documents as needed.

BN4 Intergovernmental Service Agreement with City of Bay Minette for Striping of Various Roads within Bay Minette City Limits

[22-0999](#)

Approve an Intergovernmental Service Agreement between the Baldwin County Commission and City of Bay Minette for the Highway Department stripe crew to stripe the following roads within Bay Minette city limits for an estimated cost of \$7,944.16 for labor and equipment:

- North Hoyle Avenue from East 5th Street to East 9th Street - 0.30 miles
- East 10th Street from Hand Avenue to Bradley Avenue - 0.30 miles
- West 12th Street from Hand Avenue to McMillian Avenue - 0.19 miles
- McMillian Avenue from West 14th Street to Hospital Street - 0.51 miles
- Hospital Street from Hand Avenue to McMillian Avenue 0.20 miles
- West 3rd Street from Hand Avenue to McMeans Avenue - 0.68 miles
- West 3rd Street from McMeans Avenue to North Dobson Avenue - 0.18 miles
- West 7th Street from North Dobson Avenue to end of City Maintenance - 0.71 miles
- Shedrick Hardy Parkway from Martin Luther King Jr. Drive to end of City Maintenance - 0.48 miles
- Old Daphne Road from State Highway 31 to East Hurricane Road - 0.18 miles
- Martin Luther King Jr. Drive from State Highway 31 to Old Daphne Road - 0.11 miles

Moran Street from Brady Road to Dickman Road - 1.03 miles
South Street from South Day Avenue to Stanmeyer Street - 0.37 miles
South Pine Street from South Street to the Railroad Crossing - 0.07 miles
D'Olive Street from McMeans Avenue to end of City Maintenance - 2.65 miles

The City of Bay Minette will be invoiced the actual cost of labor and equipment upon completion of the project.

The City of Bay Minette will provide materials for the project.

This agreement shall be effective upon full execution and terminate after twelve (12) months unless terminated by either party upon delivery of a thirty (30) day notice of termination.

BN5 Intergovernmental Service Agreement with City of Spanish Fort for Funding Assistance with Transportation Alternatives Program (TAP) Sidewalk Project along Jimmy Faulkner Drive from Dunlin Avenue to Spanish Fort Middle School [22-1021](#)

Approve an Intergovernmental Service Agreement between the Baldwin County Commission and the City of Spanish Fort for funding assistance with matching cost for Transportation Alternatives Program (TAP) sidewalk project along Jimmy Faulkner Drive from Dunlin Avenue to Spanish Fort Middle School. The term of this agreement shall be for thirty-six (36) months from its effective date.

BN6 *Intergovernmental Service Agreement with Town of Loxley for Routine Blading and Boom Mowing / Tree Trimming of Dirt Road Portions of Truck Trail 17 and Old Brady Road within Loxley Town Limits [22-0876](#)

Approve an Intergovernmental Service Agreement between the Baldwin County Commission and the City of Loxley for Area 200 maintenance crews to perform routine blading and boom mowing / tree trimming on the dirt road portions of Truck Trail 17 (3.45 miles) and Old Brady Road (0.60 miles) that lies within Loxley city limits for a period of twenty-four (24) months. The City of Loxley will be billed quarterly for the actual cost of the work performed.

This agreement shall be effective upon full execution and terminate after twenty-four (24) months unless terminated by either party upon the delivery of a thirty (30) day notice of termination.

BN7 Permission to Advertise - Vacation of Dirt Road Portion of Etta Smith Road [22-0994](#)

Authorize staff to advertise for a public hearing to be held on July 19, 2022, as required, for the Baldwin County Commission to consider vacating the dirt road portion of Etta

Smith Road, per the request of the County Engineer.

BQ PERSONNEL

BQ1 Highway Department (Pre-Construction) - Promotion of Employee [22-1018](#)

Approve the promotion of Lauren Thompson from the Senior Dispatcher position (PID #5644) grade 308 (\$19.99 per hour / \$41,579.20 annually), in the Solid Waste Collections Department (54800) to fill the open Right-of-Way Technician I position (PID #3046) at a grade 310 (\$21.59 per hour / \$44,907.20 annually), in the Highway Pre-Construction Department (53600) to be effective no sooner than June 20, 2022.

BQ2 Highway Department (Subdivision) - Promotion of Employee [22-1019](#)

Approve the promotion of Chandler Tolbert from the Engineering Technician I position (PID #3048) grade 310 (\$18.10 per hour / \$37,648.00 annually) to fill the open Permit / Subdivision Technician position (PID #5631) at a grade 311 (\$19.55 per hour / \$40,664.00 annually) to be effective no sooner than June 20, 2022.

BQ3 Highway Department (Traffic Operations) - Promotion of Employees [22-0985](#)

Take the following actions:

1) Approve the promotion of Treavor Thicklen from the Traffic Control Technician II (Sign) position (PID #503) grade 308 (\$16.72 per hour / \$34,777.60 annually) to fill the open Traffic Control Technician III (Sign) position (PID #393) at a grade 309 (\$18.06 per hour / \$37,564.80 annually); and

2) Approve the promotion of Burt Johnson from the Operator Technician III position (PID #5403) grade 309 (\$20.41 per hour / \$42,452.80 annually) to fill the open Operator Technician IV position (PID #5286) at a grade 311 (\$22.04 per hour / \$45,843.20 annually).

These actions to be effective no sooner than June 20, 2022.

BQ4 Planning and Zoning Department - Employment of One (1) Planner Position [22-0988](#)

Approve the employment of Cory Rhodes to fill the open Planner position (PID #977) at a grade S314 (\$48,900.00 annually) to be effective no sooner than June 13, 2022.

BQ5 Probate Office - Employment of One (1) License Revenue Officer I Position [22-1016](#)

Approve the employment of Wilma Johnson to fill the open License Revenue Officer I position (PID #3017) at a grade 306 (\$14.75 per hour / \$30,680.00 annually) to be

effective no sooner than June 13, 2022.

BQ6 Request for Leave of Absence - Solid Waste Department

[22-1038](#)

At the request of the Development and Environmental Director, approve a Leave of Absence for employee #166991 beginning June 15, 2022, for up to a 3-month period as outlined in the Baldwin County Employee Handbook, Section IV.I. "If an employee exhausts all of his or her annual, sick and FMLA leave and still needs additional time off for personal or health reasons, he or she may apply for an unpaid leave of absence for a period of up to three (3) months. The request for leave must be given to the employee's supervisor and Appointed Department Head at least thirty (30) days prior to the start of the requested leave date unless the leave is an emergency. Any request for leave of absences must be approved or denied by the County Commission."

BQ7 Solid Waste Department (Magnolia Landfill) - Promotion of Employee

[22-1017](#)

Approve the promotion of Tom Thomas from the Landfill Equipment Operator II position (PID #5452) grade 308 (\$16.59 per hour / \$34,507.20 annually) to fill the open Landfill Equipment Operator III position (PID #1050) at a grade 309 (\$17.92 per hour / \$37,273.60 annually) to be effective no sooner than June 20, 2022.

BQ8 Solid Waste Department (Transfer Station) - Promotion of Employee

[22-0989](#)

Approve the promotion of Bryan Daniel from the Landfill Equipment Operator III position (PID #686) at a grade 309 (\$17.08 per hour / \$35,526.40 annually) to fill the open Landfill Equipment Operator IV position (PID #378) at a grade 311 (\$19.19 per hour / \$39,915.20 annually) to be effective no sooner than June 20, 2022.

BR **PLANNING AND ZONING**

BR1 Baldwin County Commission Board of Adjustment Number 1 - Board Appointment(s)

[22-0997](#)

Related to the Baldwin County Commission Board of Adjustment Number 1 take the following action:

- 1) Reappoint Mr. Blayne G. Pierce as a regular member (Planning District 10 Designee), for a three (3) year term, said term continuing from March 16, 2022 and expiring March 16, 2025; and
- 2) Reappoint Ms. Charmein K. Moser as a regular member, (Planning District 4 Designee), for a three (3) year term, said term continuing from March 16, 2022 and expiring March 16, 2025.

BR2 Baldwin County Commission Board of Adjustment Number 2 - Board

[22-1013](#)

Appointment(s)

Related to the Baldwin County Commission Board of Adjustment Number 2 take the following action:

- 1) Reappoint Mr. Samuel Sterling Mitchell, III as a regular member (Planning District 20 Designee), for a three (3) year term, said term continuing from March 16, 2022, and expiring on March 16, 2025; and
- 2) Accept the resignation of Mr. Theron I.V. Mashburn, effective June 7, 2022, and thank him for his prior civic service as a regular member (Planning District 24 Designee) of the board; and
- 3) Appoint Mr. Lawrence Kern as a regular member (Planning District 24 Designee), for a pro-rata reduced three (3) year term, to fill the place seat formerly held by Mr. Theron I.V. Mashburn, said term commencing on June 7, 2022, and expiring on March 16, 2025; and
- 4) Accept the resignation of Ms. Johanna W. Moloney, effective upon completion of her term which expired on March 16, 2022, and thank her for her prior civic service as a regular member (Planning District 32 Designee) of the board.

BR3 Proposed Planning (Zoning) District 38 - Acceptance of a Notice of Intent to Form a Planning (Zoning) District, Determination Regarding Infeasibility of Using Precinct Boundaries, and Acceptance of Proposed District Boundaries

[22-1025](#)

Pursuant to Alabama Code §45-2-261.07, take the following actions:

- 1) Accept the notice of intent to form a Planning (Zoning) District and request a referendum for Planning and Zoning purposes for the proposed Planning District to be known as Planning (Zoning) District 38; and
- 2) Make a determination that it is not feasible to utilize the Voting Precinct boundaries of Precinct 50 as the proposed Planning (Zoning) District 38 boundary; and
- 3) Accept the proposed Planning District 38 boundaries subject to a subsequent affirmative referendum vote pursuant Alabama Code §45-2-261.07.

C PRESENTATIONS

D PUBLIC HEARINGS

E COMMITTEE REPORTS

EA FINANCE/ADMINISTRATION DIVISION

EA1 Payment of Bills

[22-0984](#)

Motion by Commissioner Charles F. Gruber, seconded by Commissioner BillieJo Underwood, to pay bills totaling \$17,216,481.98 (seventeen million, two hundred sixteen thousand, four hundred eighty-one dollars and ninety-eight cents) with the exception of those vendors Commissioners requested to be pulled, which are listed in the Baldwin County Accounts Payable Payments.

Of this amount, \$12,323,975.83 (twelve million, three hundred twenty-three thousand, nine hundred seventy-five dollars and eighty-three cents) is payable to the Baldwin County Board of Education and \$911,894.11 (nine hundred eleven thousand, eight hundred ninety-four dollars and eleven cents) is payable to the Gulf Shores Board of Education for their portion of the County Sales and Use Tax.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

EA2 Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1

[22-0983](#)

Chairman Ball noted no action is needed on Item EA2.

F OTHER STAFF RECOMMENDATIONS

FA ADMINISTRATION

FA1 Discussion Regarding County Noise Ordinance

[22-0993](#)

No action taken.

FM FINANCE AND ACCOUNTING

FM1 Amendment of Emergency Rental Assistance Program (ERAP) Guidelines for Baldwin County

[22-1006](#)

Motion by Commissioner BillieJo Underwood, seconded by Commissioner Joe Davis, III, to approve the Amendment to the Emergency Rental Assistance Program Guidelines to revise the Emergency Rental Assistance (ERA) 2 Program application submission deadline to August 1, 2022, or until such time as funds have been exhausted.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

FQ PERSONNEL

FQ1 *Expenditure of American Rescue Plan Act Funds for Temporary Premium Pay Program

[22-0986](#)

Chairman Ball noted the effective date of Item FQ1 is July 4, 2022.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner BillieJo Underwood, to adopt Resolution #2022-102 regarding expenditures of American Rescue Plan Act Funds for a Temporary Premium Pay Program. The Temporary Premium Pay Program will provide premium pay to eligible County Commission and Baldwin County Sheriff's Office employees as additional compensation, for the first full pay period of each month, effective July 4, 2022, in the amount of \$8.66 per regular hour, and \$12.99 per overtime hour.

The monthly payments will be capped at \$700.00 for full-time employees and \$500.00 for part-time employees, with a lifetime cap of \$25,000.00. TPP payments will include full-time employees and part-time employees only and will end on December 31, 2024, or when the federal emergency order for COVID is lifted, whichever comes first.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

FQ2 Implementation of 2020 Salary Survey Increases

[22-1030](#)

Motion by Commissioner BillieJo Underwood, seconded by Commissioner Joe Davis, III, to take the following actions:

- 1) Approve the 2020 "Move to Market" salary survey recommendation for employees, as an annual increase due to their tenure in their respective positions and years of service with the County, to be effective June 20, 2022; and
- 2) Adopt Budget Amendment Resolution #2022-104 to fund this increase.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

FQ3 One-time Lump Sum Payment for Baldwin County Commission Retirees

[22-0987](#)

Motion by Commissioner BillieJo Underwood, seconded by Commissioner Charles F. Gruber, to take the following actions:

1) Adopt Resolution #2022-100 of the Baldwin County Commission which elects to come under provisions of Act No. 2022-229 of the Regular Session of the Alabama Legislatures and, furthermore, agrees to provide all funds necessary to the Employees' Retirement Systems of Alabama to cover the cost of the one-time lump sum payment as provided for by said Act No. 2022-229 for those eligible retired members and beneficiaries of deceased retirees who retired from the Baldwin County Commission prior to March 1, 2022, with the aforementioned to be paid in October 2022; and

2) Authorize payment to the Retirement Systems of Alabama in the amount of \$149,552.00 for the one-time lump sum payout to eligible retired members, and beneficiaries of deceased retirees, retired from the Baldwin County Commission, to be submitted in October 2022.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

FR PLANNING AND ZONING

FR1 Planning District 35 Advisory Committee Appointments

[22-1028](#)

Motion by Commissioner BillieJo Underwood, seconded by Commissioner Joe Davis, III, as related to the Planning District 35 Advisory Committee (approved to be created by the Baldwin County Commission as a result of the Planning District 35 Zoning Referendum held on April 26, 2022), to appoint the following five Committee members with each member's term commencing June 8, 2022, and to expire upon the adoption of zoning ordinances and regulations for the district by the Baldwin County Commission.

- Mr. Eldred "Mackie" M. Ray
- Mr. Bill Jenkins
- Mr. Craig Childre

- Ms. Regina Worth
- Mr. Michael Fletcher

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 0

G COMMISSIONER REQUESTS

H ADDENDA

HA1 Uniti Fiber, LLC Contract Renewal for Internet and Telecommunication Services, and Upgrade for Baldwin County Commission

[22-1002](#)

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Joe Davis, III, to approve and authorize the Chairman to execute Service Agreement(s) between the Baldwin County Commission and Uniti Fiber, LLC to renew contracts and upgrade circuit at Baldwin County Emergency Management Agency (EMA) for Internet and Telecommunication Services, at a cost of \$60,420.00 per year.

The Service Agreement(s) are effective for thirty-six (36) months and commence immediately upon the same date of full execution.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 0

I SENIOR STAFF REPORT

J COUNTY ATTORNEY'S REPORT

K PUBLIC COMMENTS

L PRESS QUESTIONS

M COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

N ADJOURNMENT

Motion by Commissioner BillieJo Underwood, seconded by Commissioner Joe Davis, III, to adjourn the June 7, 2022, Regular Meeting at 8:47 a.m.

Chairman Ball commended Sheriff Huey Hoss Mack for the tribute held June 6, 2022, to memorialize Deputy Bill Smith and thanked Sheriff Mack for all he does in support for the community.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 0