



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, August 19, 2025

Baldwin County Fairhope Satellite Courthouse, County Commission Meeting Chambers – 2nd Floor
1100 Fairhope Avenue, Fairhope, Alabama 36532

[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 August 19, 2025, at 9:00 a.m. in the Baldwin County Fairhope Satellite Courthouse, County Commission Meeting Chambers.

WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE

The Chairman called the meeting to order at 9:01 a.m. Following the Invocation by Chairman McKenzie, the Pledge of Allegiance was led by Commissioner Ball.

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.

CE3 - Chairman McKenzie noted Item CE3 will be moved to later in the meeting for discussion. Mayor Hellmich will be present.

COMMISSIONER REQUESTS

Commissioner Underwood requested the November 4, 2025, Baldwin County

Commission Regular meeting be rescheduled to allow the Commissioners to attend a leadership exchange with the Baldwin County Economic Development Alliance.

It was decided that the November 4, 2025, Baldwin County Commission work session and regular meeting would be rescheduled to Thursday, November 6, 2025.

Commissioner Underwood suggested the Baldwin County Commission organizational chart be revised to move the Juvenile Detention Center Director position under the direction of the County Administrator. The Commissioners agreed with the recommendation.

Chairman McKenzie discussed a request from Mr. Steve Cheatham with Everwood for a letter of support to the Alabama Department of Transportation (ALDOT) for assistance with a deceleration lane at the entrance to Everwood on U.S. Highway 31 to facilitate loading and unloading of trucks.

Frank Lundy, County Engineer, said due to this being a state maintained road, Everwood and ALDOT would coordinate to find a resolution.

It was decided the County Engineer would draft a letter of support to ALDOT regarding Everwood's request for the Chairman's signature.

Commissioner Ball discussed a recent boating accident in north Baldwin County where citizens assisted in performing life saving measures, four of which were high school students and members of a local fishing team. Commissioner Ball requested the Commission recognize them for their heroic actions at a future meeting.

SENIOR STAFF REPORTS

Mr. Rendleman thanked Tara Hazelbaker, Director of Finance, and EMA staff for their work on updating policies to incorporate Tracking Resources and Cost Expenditures (TRACE) which establishes guidelines, roles, and responsibilities in the event of a potential or actual declaration of emergency.

COUNTY ATTORNEY'S REPORT

Brad Hicks, County Attorney, noted there are a few items for the Commissioners to discuss in an executive session.

ADJOURNMENT OF PRE-MEETING WORK SESSION

Mr. Hicks recommended the Commission adjourn the work session and convene in an executive session to discuss with their attorney the legal ramifications of and legal options for pending litigation, controversies not yet being litigated but imminently likely to be litigated or imminently likely to be litigated if the governmental body pursues a proposed course of action; and 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.

Mr. Hicks said he is an attorney licensed to practice law in the State of Alabama and this exception is applicable to the planned discussion. The work session will not need

to reconvene.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:14 a.m. to:

1) discuss with their attorney the legal ramifications of and legal options for pending litigation, controversies not yet being litigated but imminently likely to be litigated or imminently likely to be litigated if the governmental body pursues a proposed course of action; and

2) 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 McKenzie said the work session will not reconvene. The Regular meeting will begin at 10:00 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 10:01 a.m. Following the Invocation by Pastor Brent Shaw with First Baptist Church, Fairhope, 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 Billie Jo Underwood, to adopt the minutes of the August 4, 2025, Special Meeting (Budget Deliberations).

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

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt the minutes of the August 5, 2025, 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

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt the minutes of the August 11, 2025, Special Meeting (Budget Deliberations).

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 [25-1055](#)

Motion by Commissioner James E. Ball, 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 [25-1054](#)

Motion by Commissioner James E. Ball, 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 McKenzie noted Item CE3 has been moved to Other Staff Recommendations and Addendum Item GA1 has been added to the Consent Agenda.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner James E. Ball, to approve the Consent Agenda with the exception of Item CE3.

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 Annexation Notification(s) [25-0974](#)

Acknowledge and make part of the record the annexation(s) from the following municipalities annexing property into the corporate limits of the respective municipalities:

City of Gulf Shores Ordinances No. 2150, No. 2160, No. 2161, and No. 2162
City of Loxley Ordinance No. 2025-23

CA2 Annual Advertising Contract with Gulf Coast Media for Fiscal Year 2025-2026 [25-1049](#)

Approve the Annual Advertising Contract between Gulf Coast Media and the Baldwin County Commission for display and legal advertising rates in Gulf Coast Media's four community newspapers of general circulation in Baldwin County for all departments of the Baldwin County Commission as follows:

Legal Advertising Display Rates:

Based on \$14.00 pci (per column inch) rate for all newspapers

Legal Advertising Per Word Rates:

\$0.41 (cents) per word

These rates will be effective September 2, 2025, for a term of one year, expiring September 2, 2026.

CA3 Resolution #2025-168 - Approval of the Use of Fire Tax Proceeds by Rosinton Volunteer Fire & Rescue

[25-1089](#)

Take the following actions:

1) Adopt Resolution #2025-168 of the Baldwin County Commission which provides the Baldwin County Commission's required approval for the Rosinton Volunteer Fire & Rescue to utilize its proceeds of taxes derived by Act No. 90-449 as security for repayment of a loan not to exceed \$388,000.00 (and the repayment of said loan's applicable interest) for the purchase of one (1) 2024 International Pumper; and

2) Authorize the Baldwin County Commission Chairman to execute any other necessary documentation including any assurances, certificates and financing documents or approvals to affect such approval and purchase of the above-described equipment. This approval does not in any way constitute any financial involvement or obligation of the Baldwin County Commission.

CA4 Updates to Baldwin County Commission (Administration Department) Policies

[25-1091](#)

Regarding Baldwin County Commission (Administration Department) policies, adopt Policy #2.26 - Policy for Internal Communications and Tracking Resources and Cost Expenditures for a Potential or Actual Emergency Declaration.

CD **BALDWIN REGIONAL AREA TRANSIT SYSTEM (BRATS)**

CD1 Intergovernmental Coordination and Review and Public Transportation Collaborative Planning Agreement provided by Florida Department of Transportation, Florida-Alabama Transportation Planning Organization, and Emerald Coast Regional Council

[25-1060](#)

Approve the Intergovernmental Coordination and Review and Public Transportation Collaborative Planning Agreement between Florida Department of Transportation, Florida-Alabama Transportation Planning Organization, Emerald Coast Regional Council, City of Pensacola, Escambia County, Santa Rosa County Commission, and Baldwin County Commission.

CD2 Renewal of License Agreement with Cypress Spanish Fort III, LLC for

[25-1069](#)

BRATS Stop for Spanish Fort to Mobile, Alabama, Baylinc Transit Service

Approve the License Agreement Renewal between the Baldwin County Commission and Cypress Spanish Fort III, LLC, for transit service from Baldwin County to Downtown Mobile, Alabama, for three (3) additional years effective from October 1, 2025, through September 30, 2028.

CD3 Termination of Contract for Professional Services with Via Mobility, LLC for Provision of Transit Scheduling/Dispatching Software Services for Baldwin Regional Area Transit System [25-1061](#)

Authorize the Chairman to execute the Mutual Termination Agreement and Release with Via Mobility, LLC to terminate the Contract for Professional Services between the Baldwin County Commission and Via Mobility, LLC in accordance with the termination clause specified in the initial contract approved on June 16, 2020.

CE BUDGET/PURCHASING

CE1 Competitive Bid #WG25-08 - Construction of New Baldwin County District Attorney Building Located in Bay Minette, Alabama, for the Baldwin County Commission [25-1048](#)

Take the following actions related to the Construction of the New Baldwin County District Attorney Building located in Bay Minette, Alabama:

1) Approve and authorize the Chairman to execute Allowance Authorizations No. 7 and 8 (Contingency Allowance) in the total amount of \$4,477.00 with Rolin Construction, Inc.; and

2) Approve and authorize the Chairman to execute Allowance Authorization No. 1 (Civil Quantities) in the amount of \$16,500.00 with Rolin Construction, Inc.

Allowance Authorizations No. 7 and 8 costs will be paid from project contingency allowances that were included in the bid amount. No Increase in project amount.

Allowance Authorization No. 1 cost was included in original contract unit price with the unused balance of \$600.00 to be a credit to the County.

CE2 Competitive Bid #WG25-38 - Provision of Concrete Sidewalk Repair on County Right-of-Ways for the Baldwin County Commission [25-1043](#)

Award Bid #WG25-38 for the Provision of Concrete Sidewalk Repair on County Right-of-Ways to the apparent lowest bidder, Parten Smith, Inc., as per the Award Listing and authorize the Chairman to execute the Contract. (Contract is effective immediately upon the same date as its full execution for twelve (12) months.)

CE4 Purchase and Installation of New HVAC Equipment for Baldwin County Board of Education Building for the Baldwin County Commission [25-1081](#)

Approve and authorize the Chairman to execute the Certificate of Substantial Completion on the Purchase and Installation of New HVAC Equipment for the Board of Education Building project.

CE5 Purchase and Installation of New HVAC Equipment for Baldwin County Fairhope Satellite Courthouse for the Baldwin County Commission [25-1082](#)

Approve and authorize the Chairman to execute the Certificate of Substantial Completion on the Purchase and Installation of New HVAC Equipment for the Fairhope Satellite Courthouse project.

CE6 Renovations of Central Annex Probate and Revenue Offices Located in Robertsdale, Alabama, for the Baldwin County Commission [25-1083](#)

Approve and authorize the Chairman to execute Allowance Authorization No. 1 with M. W. Rogers Construction Company, LLC, in the amount of \$7,775.00 to relocate existing water main, with no change to the original contract amount, for the Renovations of Central Annex Probate and Revenue Offices located in Robertsdale, Alabama.

Allowance cost will be paid from contract contingency allowance that was included in the bid amount.

CE7 Request for Qualifications (RFQ) for Engineering / Environmental Services for Dauphin Island Sea Lab / Mobile Bay National Estuary Program's Baldwin County Monitoring Task - Automated GSSHA Watershed Analysis (AGWA) System Modeling and Hydrologic Monitoring Enhancement Subaward [25-1062](#)

Approve the Request for Qualifications (RFQ) for Engineering / Environmental Services for the Dauphin Island Sea Lab / Mobile Bay National Estuary Program's Baldwin County Monitoring Task - Automated GSSHA Watershed Analysis (AGWA) System Modeling and Hydrologic Monitoring Enhancement Subaward and authorize the Purchasing Director to advertise the RFQ.

CE8 Request for Qualifications (RFQ) for Engineering / Environmental Services for Dauphin Island Sea Lab / Mobile Bay National Estuary Program's Baldwin County Monitoring Task - Low Impact Development (LID) Practices / Techniques Suspended Solids and Nutrient Load Reduction Excel Site Review Tool [25-1064](#)

Approve the Request for Qualifications (RFQ) for Engineering / Environmental Services for the Dauphin Island Sea Lab / Mobile Bay National Estuary Program's Baldwin County

Monitoring Task - Low Impact Development (LID) Practices / Techniques Suspended Solids and Nutrient Load Reduction Excel Site Review Tool and authorize the Purchasing Director to advertise the RFQ.

CE9 Resolution #2025-162 - Allocation of ARPA and Revenue Replacement Interest [25-1065](#)

Adopt Resolution #2025-162, allocating ARPA and Revenue Replacement interest.

CE10 Updates to Baldwin County Commission (Budget & Purchasing Department) Policies [25-1005](#)

Regarding Baldwin County Commission (Budget & Purchasing Department) policies, take the following actions:

- 1) Adopt revised Policy 3.2 - Budget Management Policy (which combines Policies 3.1 - Agenda Item Appropriation Procedure and 3.2 - Budget Administration Procedures); and
- 2) Abolish Policies 3.1 - Agenda Item Appropriation Procedures, 3.3 - Commission Contingency Account, and 3.4 - Commission Highway Contingency Account.

CE11 *Request for Proposals (RFP) for Inmate and Juvenile Medical Services Program for Baldwin County Corrections Center and Juvenile Detention Facility [25-1092](#)

Authorize the Purchasing Director to solicit a Request for Proposal (RFP) for Inmate and Juvenile Medical Services Program for the Baldwin County Corrections Center and Juvenile Detention Facility.

CF BUILDING INSPECTION

CF1 Fiscal Year 2025-2026 Coastal Area Program Contractual Agreement with ADEM [25-1063](#)

Authorize the Chairman to execute the Contractual Agreement between Baldwin County Commission and the Alabama Department of Environmental Management (ADEM) in the amount of \$38,500.00 relating to the Baldwin County Coastal Area Program being delegated to provide local assistance in permitting, regulating, monitoring, and inspecting certain regulated activities within the Coastal Area of the Baldwin County building permit jurisdiction.

The agreement commences on October 1, 2025, and terminates on September 30, 2026, with the understanding that the agreement is subject to earlier termination as otherwise provided within the agreement.

CJ ELECTED OFFICIALS

CJ1 Probate Office - Safepoint Agreement with Loomis Armored US, LLC for Armored Transportation Services of Public Funds [25-1098](#)

Authorize the Chairman to execute the Safepoint Agreement with Loomis Armored US, LLC for armored transportation services of public funds for pickup at the following Probate Office locations:

Bay Minette, Foley Satellite Courthouse, Fairhope Satellite Courthouse, and Robertsdale Central Annex (when it reopens).

The Contract is binding for a three (3) year term.

CJ2 Coroner's Office - Resolution #2025-161 and E911 Dispatch Agreement [25-1045](#)

Take the following actions:

1) Adopt Resolution #2025-161 which approves the Dispatch Agreement between the Baldwin County Commission, Baldwin County Coroner's Office, and the Baldwin County Emergency Communication District for dispatch services; and

2) Authorize the Chairman to sign the Agreement and any related documents.

The term of this Agreement shall begin upon full execution, for five (5) years, unless terminated by the parties as set forth herein.

CJ3 Coroner's Office - Memorandums of Understanding with Hughes Funeral Home and Mack Funeral Home [25-1044](#)

Take the following actions to provide storage of bodies during a mass fatality or due to mechanical issues that could result in decomposition of persons:

1) Approve the Memorandum of Understanding between the Baldwin County Commission (Coroner's Office) and Hughes Funeral Home; and

2) Approve the Memorandum of Understanding between the Baldwin County Commission (Coroner's Office) and Mack Funeral Home.

The terms for each Memorandum of Understanding shall be for a period of 24 months, commencing on October 1, 2025, and expiring on October 1, 2027, and may be extended upon written mutual agreement of both parties.

CJ4 Sheriff's Office - Professional Services Agreement with Hillman Legal Strategies, LLC for Legal Counsel and Legislative Liaison [25-1036](#)

CM1 Updates to Baldwin County Commission (Finance & Accounting Department) Policies

[25-1041](#)

Regarding Baldwin County Commission (Finance & Accounting Department) policies, take the following actions:

- 1) Adopt revised Policy 8.22 - Financial Management (which combines Policies 8.19 - Debit Management and 8.9 - General Finance & Accounting Department Procedures); and
- 2) Abolish Policies 8.19 - Debit Management and 8.9 - General Finance & Accounting Department Procedures; and
- 3) Adopt new Policy 8.24 - Emergency Reimbursement Policy.

CN GRANTS

CN1 Formal Administrative Closeout of Community Development Block Grant - Disaster Recovery (CDBG-DR) Planning Phase for Grant Number DR-21-001

[25-1053](#)

Take the following actions:

- 1) Approve the formal administrative closeout of the Community Development Block Grant - Disaster Recovery (CDBG-DR) Planning Phase; and
- 2) Approve the Budget Director to remove the remaining available balance of \$332,989.24 from the CDBG-DR Planning Phase ledger. These funds were not reimbursed and are not eligible for retention or reallocation.

CO HIGHWAY

CO1 Case No. SFP25-000016 - Paxton Farms, Phase 2 - Road Acceptance

[25-1057](#)

Take the following actions regarding Subdivision Case No. SFP25-000016 - Paxton Farms, Phase 2, in Maintenance Area 300:

- 1) Accept the following subdivision roads for maintenance and authorize said roads to be added to the County Maintenance Road List:

Road Name	Length	Asphalt Width
Hens Avenue	1,180 ft	20 ft
Serama Drive	1,088 ft	20 ft

- 2) Approve and authorize the Chairman to execute the Subdivision Roadway and Drainage Improvement Acceptance Agreement and accept the Surety Document from

Pennsylvania Insurance Company, on behalf of Ram-Paxton Farms Subdivision Partners, LLC, in the amount of \$400,686.96 to guarantee the workmanship and materials of the roadways and drainage improvements within the public rights-of-way as shown on the approved Final Plat and "As-Built" construction plans.

CO2 Rebuild Alabama - Baldwin County FY 2026 County Transportation Plan

[25-1070](#)

Take the following actions:

1) Adopt the Rebuild Alabama - Baldwin County FY 2026 County Transportation Plan which includes the following projects:

County Road 32 - Resurface from Baldwin Beach Express to County Road 87
County Road 48 - Resurface from Langford Road to State Highway 181
County Road 48 - Resurface from Bohemian Hall Road to Langford Road
Scenic Highway 98 - Bridge Replacement over Point Clear Creek; and

2) Approve the display of the County Transportation Plan in conspicuous places at the Baldwin County Courthouses, Baldwin County Commission offices, Baldwin County Highway Department, Baldwin County website and other places deemed appropriate by the Baldwin County Commission.

CO3 Safe Streets and Roads for All (SS4A) Grant Agreement with U.S. Department of Transportation's Federal Highway Administration for Baldwin County Comprehensive Safety Action Plan

[25-1068](#)

Authorize the Chairman to execute a grant agreement between the Baldwin County Commission and the Federal Highway Administration (FHWA) under the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) Grant Program to develop a Comprehensive Safety Action Plan for Baldwin County.

CO4 Widening and Intersection Improvements on County Road 64 from State Road 181 to Montelucia Way - Non-Reimbursable Utility Agreements

[25-1056](#)

Approve a Non-Reimbursable Utility Agreement with each of the following companies for the relocation of utilities to complete the widening and intersection improvements on County Road 64 from State Road 181 to Montelucia Way at no cost to the project:

AT&T
C-Spire
Uniti Fiber

The agreements shall be effective upon full execution and will terminate upon completion of the project.

CO5 Widening and Intersection Improvements on County Road 64 from State Road 181 to Montelucia Way - Reimbursable Utility Agreement

[25-1047](#)

Approve a Reimbursable Utility Agreement between the Baldwin County Commission and Riviera Utilities for the relocation of utilities to complete the widening and intersection improvements on County Road 64 from State Road 181 to Montelucia Way. The total estimated cost of this relocation is \$543,115.93 with the Eastern Shore MPO funding 80% (\$434,492.74) and Baldwin County funding the remaining 20% (\$108,623.19).

CR PERSONNEL

CR1 Highway Department (Bay Minette) - Employment of Three (3) Operator Technician I Positions

[25-1072](#)

Take the following actions:

- 1) Approve the employment of Marcus Ledbetter to fill the open Operator Technician I position (#5386) at a grade 308 (\$19.16 per hour / \$39,852.80 annually) due to experience and already obtaining CDL; and
- 2) Approve the employment of Mike Whisenant to fill the open Operator Technician I position (#5561) at a grade 308 (\$19.16 per hour / \$39,852.80 annually) due to experience and already obtaining CDL; and
- 3) Approve the employment of Anthony Gray to fill the open Operator Technician I position (#5007) grade 308 (\$18.25 per hour / \$37,960.00 annually).

These actions shall be effective no sooner than August 25, 2025.

CR2 Highway Department (Foley) - Personnel Changes

[25-1074](#)

Take the following actions:

- 1) Approve the promotion of Anthony Salter from the Operator Technician II position (#5683) at a grade 309 (\$20.14 per hour / \$41,891.20 annually) to fill the vacant Operator Technician III position (#295) grade 310 (\$21.75 per hour / \$45,240.00 annually); and
- 2) Approve the promotion of Gerrod Broxson from the Operator Technician Trainee position (#5491) at a grade 306 (\$17.01 per hour / \$35,380.80 annually) to fill the vacant Operator Technician I position (#5433) grade 308 (\$18.37 per hour / \$38,209.60 annually); and
- 3) Approve the employment of Michael Porter to fill the vacant Operator Technician I position (#638) at a grade 308 (\$18.25 per hour / \$37,960.00 annually).

These actions shall be effective no sooner than August 25, 2025.

CR3 Highway Department (Silverhill) - Promotion of Employee

[25-1073](#)

Approve the promotion of Belinda Ramey from the Operations Support Specialist I position (#5388) grade 305 (\$17.60 per hour / \$36,608.00 annually) to fill the open Operations Support Specialist II position (#5223), at a grade 307 (\$19.01 per hour / \$39,540.80 annually) to be effective no sooner than August 25, 2025.

CR4 Highway Department (Traffic Operations) - Employment of One (1) Operator Technician IV (Paving) Position

[25-1075](#)

Approve the employment of Jerald Wilson to fill the vacant Operator Technician IV (Paving) position (#5286) grade 312 (\$22.18 per hour / \$46,134.40 annually) to be effective no sooner than August 25, 2025.

CR5 Probate Office - Personnel Changes

[25-1077](#)

Take the following actions:

1) Approve the lateral transfer of Brittany Davis from License Revenue Officer I (#3083) to fill the vacant Probate Customer Service Specialist I position (#840) with no change in pay; and

2) Approve the employment of Kendra Everett to fill the vacant Recording Officer I position (#579) grade 306 (\$17.01 per hour / \$35,380.80 annually).

These actions shall be effective no sooner than August 25, 2025.

CR6 Revenue Commission - Personnel Changes

[25-1078](#)

Take the following actions:

1) Approve the employment of Danyelle Ruppel to fill the open Assessment Technician I position (#5512), grade 306 (\$17.01 per hour / \$35,380.80 annually); and

2) Approve the promotion of Laura Harmon from the Custodian position (#978) grade 303 (\$15.15 per hour / \$31,512.00 annually) in the Custodial Department (51996) to fill the open Collection Technician I position (#5768), grade 306 (\$17.01 per hour / \$35,380.80 annually).

These actions shall be effective no sooner than August 25, 2025.

GA **GENERAL**

Motion by Commissioner Charles F. Gruber, seconded by Commissioner James E. Ball, to take the following actions:

- 1) Adopt Resolution #2025-163, authorizing the Baldwin County Commission to purchase 4.17 acres of real property located adjacent to Central Annex I in Robertsdale, Alabama, specifically identified on Exhibit A as a portion of Parcel No. 05-48-03-06-3-000-067.000, PPIN 17776; and
- 2) Approve the Unimproved Lots/Land Purchase Agreement between the Baldwin County Commission and First Baptist Church of Robertsdale, for the County to purchase the property in the amount of \$479,550.00; and
- 3) Authorize the Chairman to execute the Purchase Agreement on behalf of the County and to take such other actions on behalf of the County in connection with the property, and to do all things necessary and required by the Purchase Agreement; and
- 4) Authorize the County Administrator to issue an interim check payable to Alabama Land Title, in the amount of \$5,000.00 for an earnest money deposit; and
- 5) Make the Disclosure of Information on Purchase of Real Property pursuant to Alabama Act #2014-133 part of the record for the August 19, 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

A Resolution Authorizing Baldwin County, Alabama, to Join the State of Alabama and Other Local Governments as Participants in Current and Future Opioid Settlements Related to Purdue, Sackler, Alvogen, Inc., Apotex Corp., Amneal Pharmaceuticals LLC, Hikma Pharmaceuticals USA Inc., Indivior Inc., Viatrix Inc.("Mylan"), Sun pharmaceutical Industries, Inc., and Zydus Pharmaceuticals, Inc.

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to approve Resolution No. 2025-172 authorizing Baldwin County, Alabama, to join the State of Alabama and other local governments as participants in current and future opioid settlements.

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

D PRESENTATIONS

DA1 Retiree Recognition Presentation

[25-1079](#)

Deidra Hanak, Personnel Director, and Renee Hawsey, License Revenue Administrator, Probate Office, presented a plaque recognizing the following employee's retirement from the Baldwin County Commission:

Susan Thompson, Senior License Revenue Officer, Probate Office

The Commissioners thanked Ms. Thompson for her 25 years of service to the citizens of Baldwin County.

E PUBLIC HEARINGS

ES PLANNING AND ZONING

ES1 Case No. Z25-34 - Sweetwater Investments, LLC Property Rezoning

[25-1051](#)

Cory Rhodes, Planner, provided background information on the subject property.

Chairman McKenzie read a letter from a constituent regarding the intent of the Planning District 39 Advisory Committee to be to protect the character and rural-residential use of the area as well as the downstream impact.

Commissioner Underwood noted that rezoning of this area would be a turning point for the future of the area regarding density.

Chairman McKenzie opened the public hearing at 10:15 a.m. and asked if there is anyone present who wishes to speak.

The following individuals were present in opposition of the rezoning request and addressed the Commission:

Ms. Jessica McDill, representing the Radcliff family, discussed concerns regarding density, environmental issues, conformity with the Future Land Use Map (FLUM), and the need for a traffic study of the area.

Mr. David Sewell discussed the establishment of the Barnwell Landmark District

and Planning District 39, which he feels were intended for protection from development, zoning variances, and to assert the vision of the residents.

Ms. Cathy Barnette with Dewberry Engineers, Inc., representing the applicant, noted she was not aware of the letters of opposition and requested to table the rezoning request to have the opportunity to address the community's concerns.

Discussion took place regarding the options to table or the applicant withdrawing the request.

Ms. Barnette requested to withdraw the rezoning request and come back before the Commission with a different request.

There being no further requests to address the Commission, Chairman McKenzie closed the public hearing at 10:28 a.m.

Commissioner Underwood clarified the difference between a variance and a rezoning request, and discussed Landmark Districts and base community zoning.

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to accept applicant's request to withdraw Case No. Z25-34, Sweetwater Investments, LLC Property Rezoning.

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

ES2 Case No. Z25-36 - Friendship Park LLC Property Rezoning

[25-1076](#)

Celena Boykin, Senior Planner, provided background information on the subject property.

Discussion took place regarding the use of LB, Limited Business Districts, which allows mixed land uses and provides restrictions regarding business size and operation times.

Chairman McKenzie opened the public hearing at 10:39 a.m. and asked if there is anyone present who wishes to speak.

Ms. Cathy Barnette with Dewberry Engineers, Inc., on behalf of the applicant, said she feels this rezoning request is a compatible and consistent use for the area and discussed the applicant's request to rezone is to allow a produce stand and a food truck, which is not allowed with B1, Professional Business District,

zoning designation.

There being no further requests to address the Commission, Chairman McKenzie closed the public hearing at 10:42 a.m.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2025-155, which approves Case No. Z25-36, Friendship Park LLC Property Rezoning, as it pertains to the rezoning of 1.2 acres, more or less, as located in Planning (Zoning) District 15, from B-1, Professional Business District, to LB, Limited Business District.

The motion passed by the following vote:

Aye: 3 - James E. Ball, Billie Jo Underwood, and Charles F. Gruber

Nay: 1 - Matthew P. McKenzie

Absent: 0

Abstain: 0

ES3 Case No. Z25-37 - Corcoran Property Rezoning

[25-1052](#)

Cory Rhodes, Planner, provided background information on the subject property.

Chairman McKenzie opened the public hearing at 10:44 a.m. and asked if there is anyone present who wishes to speak.

Mr. Frank McGinley, applicant, said he is here to answer any questions.

There being no requests to address the Commission, Chairman McKenzie closed the public hearing at 10:45 a.m.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2025-156, which approves Case No. Z25-37, Corcoran Property Rezoning, as it pertains to the rezoning of 13.5 acres, more or less, as located in Planning (Zoning) District 15, from RSF-E, Residential Single Family Estate District, to RA, Rural Agricultural District.

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

F OTHER STAFF RECOMMENDATIONS

CE3 Project No. HW25075 - Intersection Improvements on County Road 26 (West Michigan Avenue) and Hickory Street South for the Baldwin County

[25-1042](#)

Commission

Frank Lundy, County Engineer, provided a presentation regarding the Intergovernmental Services Agreement with the City of Foley for intersection improvements on County Road 26 and Hickory Street. Mr. Lundy explained the project includes adding turn lanes and upgraded turn signals. The County will fund the project and the City of Foley will maintain ownership and maintenance of the intersection once complete.

Mayor Ralph Hellmich of the City of Foley discussed the challenges of the existing intersection. Mayor Hellmich thanked the Commissioners for their partnership and said he looks forward to future partnerships on projects.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to award the bid for Project No. HW25075 - Intersection Improvements on County Road 26 (West Michigan Avenue) and Hickory Street South to the lowest bidder, Rob Middleton Construction, LLC, in the Bid Amount \$2,100,221.80; Construction Time: 120 working days; and authorize the Chairman to execute the Contract.

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

G ADDENDA

None.

H PUBLIC COMMENTS

None.

I PRESS QUESTIONS

None.

J COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

K ADJOURNMENT

Motion by Commissioner James E. Ball to adjourn the August 19, 2025, Baldwin County Commission Regular meeting at 10:57 a.m.

The August 19, 2025, Baldwin County Commission Regular meeting adjourned at 10:57 a.m.

