



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, November 18, 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 November 18, 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 9:00 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 - Approval is contingent upon applicant obtaining a health department permit and a business license.

CA3 - Addendum Attachment - Notification Memo from BCSO; Contingency has been met.

CR2 - Replacement Item - Staff Recommendation revised to adjust promotional pay due to recent evaluation.

CO6 - Chairman Ball asked if anyone is present who wishes to speak on Item CO6 - License Agreement #25002 - Mateja Road Right-of-Way.

Mr. Doug Riggan addressed the Commission in opposition to the request for removal of trees on unopened right-of-way of Mateja Road. Mr. Riggan's primary concerns were flooding conditions after heavy storms, increased four-wheeler traffic, and safety.

DA2 - Chairman Ball noted Item DA2 has been removed from the Agenda due to the retirees being recognized not being able to attend.

COMMISSIONER REQUESTS

None.

SENIOR STAFF REPORTS

Mr. Tuerk Schlesinger, Chief Executive Officer, Ms. Robin Riggins, Government Affairs and Community Relations, and Ms. Krista Thronson, Coordinator of Intensive Services, with AltaPointe Health were in attendance to discuss AltaPointe's crisis intervention program, Assisted Outpatient Treatment (AOT) Program, working with individuals who are receiving court ordered outpatient treatment for substance abuse or mental health issues.

Mr. Schlesinger discussed the program and ARPA funds allocated for the program in 2024. Mr. Schlesinger asked the County Commission to consider approving funding for the program when current funding runs out in early 2026 in order to continue the services as they are. Mr. Schlesinger noted the annual cost of the program is \$384,687.00.

Ms. Thronson discussed the purpose of the program, the number of people assisted, and success stories of the team working to improve outcomes and reduce repeat jail time for program participants.

Discussion took place regarding the mental health court process and allowed uses of the opioid settlement funds awarded to Baldwin County.

Commissioner Underwood encouraged the Commissioners to meet with Mr. Schlesinger and Ms. Riggins to better understand the changes in mental health treatment and the services AltaPointe provides.

Chairman Ball requested Mr. Rendleman to reach out to other counties to determine if they are using their opioid monies to supply treatment beds to mental health crisis

centers.

GA1 - Chairman Ball requested the Commissioners consider moving Addendum Item GA1 - Resolution #2026-026 Allowing Baldwin County Commission to Participate in a Consolidated Motion to Intervene in Opposition of the Simplified Seller Use Tax Litigation to the Consent Agenda.

It was decided that Addendum Item GA1 would be moved to the Consent Agenda.

Update by Ann Simpson, BRATS Director, on BRATS Performance in 2025 with New Software

26-0277

Ann Simpson, BRATS Director, provided an update on BRATS' FY 2025 accomplishments including fleet updates, first comprehensive FTA review, new hub location at Bay Minette and passenger shelter at Loxley, performance metrics, new transit operating software launched June 23, 2025, and FY 2026 goals, challenges, and trends. Ms. Simpson shared passenger testimonials and thanked the Commissioners for their support.

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

Mr. Hicks recommended the Commission adjourn the meeting 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. Mr. Hicks noted the work session will not need to reconvene.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:50 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 Commission will adjourn into an executive session and the work session will not reconvene. The Regular meeting will convene at 10:00 a.m.

The November 18, 2025, Baldwin County Commission Work Session adjourned at 9:50 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 10:03 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 Matthew P. McKenzie, to adopt the minutes of the November 6, 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

[26-0177](#)

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

[26-0176](#)

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 Addendum Item GA1 has been added to the Consent Agenda.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to approve the Consent Agenda including Addendum Item GA1, the contingency for Item CA2, Addendum Attachment for Item CA3, and Replacement Item for Item CR2.

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)

[26-0152](#)

Acknowledge and make part of the record the annexations from the following municipalities annexing property into the corporate limits of the respective municipality:

City of Loxley Ordinance No. 2025-41
Town of Summerdale Ordinance No. 721-25

CA2 Case No. LV-25009 - Alcohol License Application for Fresco of Bon Secour LLC d/b/a Fresco in Bon Secour

[26-0139](#)

Approve the issuance of 020 - Restaurant Retail Liquor license by the Alabama Alcoholic Beverage Control (ABC) Board for Fresco of Bon Secour LLC d/b/a Fresco in Bon Secour located at 6232 Bon Secour Highway, Bon Secour, Alabama 36511.

Approval is contingent upon applicant obtaining a health department permit and a

CE5 Construction of New Mental Health Holding Cells at Baldwin County Corrections Center and Juvenile Detention Center Located in Bay Minette, Alabama, for the Baldwin County Commission [26-0217](#)

Approve Allowance Authorization No. 3 with Tindle Construction, LLC, in the amount of \$31,392.81 for various changes, with no change to the original contract amount, for the Construction of New Mental Health Holding Cells at the Baldwin County Corrections Center located in Bay Minette, Alabama, and authorize the Chairman to execute the Allowance Authorization Form.

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

CE6 Construction of New Outdoor Atrium at the Baldwin County Courthouse Located in Bay Minette, Alabama, for the Baldwin County Commission [26-0216](#)

Approve and authorize the Chairman to execute Allowance Authorization No. 7 with Tindle Construction, LLC, in the amount of \$1,581.00, for extending HVAC duct and fire sprinkler line in Lobby area due to lowering ceiling height in exit area, with no change to the original contract amount, for the construction of new outdoor atrium at the Baldwin County Courthouse located in Bay Minette, Alabama.

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

CE7 Group 4 of ERPR-9072 - Permanent Repair for Various Sites Due to Severe Weather Event Beginning on September 16, 2020, FHWA Disaster #AL20-2 for the Baldwin County Commission [26-0205](#)

Approve Change Order #1 for Group 4 of the ERPR-9072 for Project No. HW22157 in the amount of \$3,626.45 with McElhenney Construction Co., LLC, and authorize the Chairman to execute the Change Order.

CE8 Project No. DEMO-0223(251) HW20057 - Eastern Shore Trail Extension for the Baldwin County Commission [26-0183](#)

Award the bid for Project No. DEMO-0223(251) HW20057 - Eastern Shore Trail Extension to the lowest bidder, McElhenney Construction Company, LLC, in the Bid Amount \$2,036,759.80; Construction Time: 120 working days; and authorize the Chairman to execute the Contract.

CE9 Request for Proposals (RFP) for Voice Managed Services for the Baldwin County Commission [26-0163](#)

Award the Request for Proposals (RFP) for Voice Managed Services to Uniti Fiber, per the Award Listing and authorize the Chairman to execute the Contract. The Contract is effective upon full execution for twelve (12) months, with an option to issue two (2) additional twelve (12) month contract extensions.

CE10 Resolution #2026-023 - Amending FY 2026 Budget [26-0175](#)

Adopt Resolution #2026-023 amending the FY 2026 Budget (Resolution #2025-170 and Resolution #2025-171, adopted on September 16, 2025) in order to reallocate funding.

CE11 Revised Appropriation Agreement Aligned to the Baldwin County FY 2026 Budget [26-0174](#)

Approve the revised Agreement between the Baldwin County Commission and the Alabama Extension Service / Alabama Cooperative Extension System for the appropriation of funds for activities benefiting a myriad of public purposes, originally approved during the September 16, 2025, Baldwin County Commission Regular meeting.

CH COMMUNICATIONS/INFORMATION SYSTEMS (CIS)

CH1 Extension of Contract for Professional Services with David Pimperl to Support IBM I Servers (AS400) for the Baldwin County Commission [26-0179](#)

Extend the Professional Services Contract with David Pimperl for consulting services to assist with the system administration and support of the County's IBM I Servers (AS400), at a cost of \$85 per hour, not to exceed 15 hours per month, for an additional twelve (12) months at the same terms and conditions as stated in the original contract awarded on December 19, 2023.

The contract extension will expire on December 18, 2026.

CH2 GPS Insight, Inc., Monitoring Agreement for Vehicle Tracking System for Revenue Commission [26-0166](#)

Take the following actions:

- 1) Approve the Monitoring Agreement with GPS Insight, Inc., for the Revenue Commission; and
- 2) Authorize the Chairman to sign all documents related to the Monitoring Agreement.

The term of the Agreement is for three (3) years commencing upon full execution.

CH3 Interoperability Communications System Agreements with City of Orange Beach, Summerdale VFD and Barnwell VFD for Use of Baldwin County [26-0168](#)

Interoperable Communication System

Approve and authorize the Chairman to execute the Agreements between the Baldwin County Commission and the following entities for the use of the Baldwin County 700/800 MHz Interoperable Communication System:

City of Orange Beach (Police and Fire Protection Services)
Summerdale Volunteer Fire Department
Barnwell Volunteer Fire Department

Each Agreement shall take effect on December 5, 2025, and shall expire on December 5, 2028.

CH4 Sale of Surplus Equipment on GovDeals.com

[26-0167](#)

Authorize the sale of the following equipment from the Communications and Information Systems (CIS) Department by online auction on GovDeals.com:

Lot 1: Twelve (12) Computers, Twelve (12) Monitors, Twelve (12) Power Cables, Four (4) Printers, and One (1) Fax Machine

Lot 2: Thirteen (13) Computers, One (1) Printers, and Fourteen (14) Power Cables

Lot 3: Ten (10) Computers, Ten (10) Laptops, Ten (10) Power Cables, Seventeen (17) Power Bricks, and Seven (7) Docking Stations

CJ **ELECTED OFFICIALS**

CJ1 Sheriff's Office - Submission of Equitable Sharing Agreement and Certification Report to Department of Justice and Department of Treasury for FY Ending September 30, 2025

[26-0165](#)

Take the following actions:

1) Approve Baldwin County Sheriff's Office (BCSO) staff to submit the Equitable Sharing Agreement and Certification Report for Fiscal Year 2024-2025, to the U.S. Department of Justice, detailing the funds received and spent by BCSO from federal forfeiture cash received from cases that the BCSO participated in during Fiscal Year 2024-2025; and

2) Authorize Kimberly Kelly, Director of Finance for BCSO, to upload the Agreement to the Department of Justice through its eShare portal.

CJ2 Sheriff's Office - Transfer of Six Vehicles to Baldwin County Commission to be Sold on GovDeals.com

[26-0190](#)

Take the following actions:

1) Authorize the transfer of the following vehicles from the Baldwin County Sheriff's Office to the Baldwin County Commission as surplus assets and authorize the Chairman to execute the Fixed Asset Change Forms:

2012 Chevrolet Tahoe - VIN 1GNLC2E05CR250897
2014 Chevrolet Tahoe - VIN 1GNLC2E01ER221920
2015 Chevrolet Tahoe - VIN 1GNLC2EC1FR562827
2016 Chevrolet Tahoe - VIN 1GNLCDEC2GR129031
2017 Chevrolet Tahoe - VIN 1GNLCDEC6HR174958
2019 Ford F150 - VIN 1FTEW1P41KKD50439

2) Authorize the sale of listed vehicles per Baldwin County Policy #8.8 on GovDeals.com and authorize the revenue to be deposited into the Baldwin County Commission's General Fund.

CK EMERGENCY MANAGEMENT AGENCY (EMA)

CK1 FY 2026 Emergency Management Performance Grant Application

[26-0184](#)

Take the following actions:

1) Approve the submittal of the Emergency Management Performance Grant (EMPG) Application to the Alabama Emergency Management Agency (AEMA) for \$1,148,404.00 for FY 2026; and

2) Authorize the Chairman to sign the Application and any documents related to this Application; and

3) Authorize EMA Planning & Grants Division Manager to submit the Application electronically through the AEMA grants portal, on behalf of the Baldwin County Commission.

The Period of Performance for this grant is October 1, 2025 - September 30, 2026.

CK2 Sale of Video Wall Equipment on GovDeals.com

[26-0198](#)

Take the following actions:

1) Approve the sale of video wall equipment (as-is condition) on GovDeals.com as defined by Baldwin County Policy #8.8; and

2) Authorize funds from the sale of the equipment to be deposited into the Baldwin County General Fund.

CO HIGHWAY

CO1 5th Street Drainage Improvements in Lillian, Alabama

[26-0201](#)

Take the following actions:

- 1) Approve the extension of maintenance on 5th Street in Lillian from end of current maintenance to Widell Avenue unopened right-of-way in order to complete drainage improvements; and
- 2) Approve the Highway Department to complete one-time drainage improvements on 15 feet of unopened right-of-way between McDonald Avenue and Widell Avenue right-of-way; and
- 3) Authorize staff to advertise for a public hearing to consider vacating the 15 feet of unopened right-of-way between McDonald Avenue and Widell Avenue right-of-way once one-time drainage improvements are completed.

CO2 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. 0206411 / HW11064000 - Sherman Road (Tract 3)

[26-0221](#)

Take the following actions:

- 1) Accept 0.100 acres on Sherman Road (Tract 3) as a right-of-way donated to Baldwin County by Karl B. Baldwin on June 27, 2025 (Instrument No. 2195827 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.

CO3 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW25111 - Green Acres Road (Tract 3)

[26-0195](#)

Take the following actions:

- 1) Accept 0.346 acres on Green Acres Road (Tract 3) as a right-of-way donated to Baldwin County by Kenneth Lawrence Folsom II and Selena Ann Folsom on September 22, 2025 (Instrument No. 2212314 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.

CO4 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW25111 - Green Acres Road (Tract 4)

[26-0218](#)

Take the following actions:

- 1) Accept 0.382 acres on Green Acres Road (Tract 4) as a right-of-way donated to Baldwin County by Charles Dane Foley on September 22, 2025 (Instrument No. 2212315 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.

CO5 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW25111 - Green Acres Road (Tract 5)

[26-0220](#)

Take the following actions:

- 1) Accept 0.256 acres on Green Acres Road (Tract 5) as a right-of-way donated to Baldwin County by Leroy Coleman, Sr., and Shirley B. Coleman on September 22, 2025 (Instrument No. 2212316 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 License Agreement #25022 - Mateja Road Right-of-Way

[26-0219](#)

Approve License Agreement #25022 permitting Lisa Mateja to remove 3 oak trees from Mateja Road right-of-way to access Koier Road.

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

CO7 Project No. HW25106 - County Road 68 Pedestrian Safety Improvements - Permission to Advertise

[26-0169](#)

Take the following actions:

- 1) Authorize the Purchasing Director to place a competitive bid for safety improvements on County Road 68 (900 feet east of Baldwin Beach Express); and
- 2) Authorize the Chairman to execute any project-related documents.

CO8 Resolution #2026-024 and Construction Agreement with ALDOT for FY 2026 Transportation Alternatives Program Project

[26-0196](#)

Adopt Resolution #2026-024 and authorize the Chairman to execute an agreement between the Baldwin County Commission and the Alabama Department of Transportation

(ALDOT) for the funding of Utility Relocation, Construction and Construction Engineering Inspection for the FY 2026 Transportation Alternatives Program Project - Multi-use Trail along U.S. Highway 98 from Pleasant View Lane to County Road 49 in Magnolia Springs.

This agreement shall be effective upon full execution and shall terminate when project is completed, and reimbursement payments are received. This agreement may be terminated by either party upon delivery of a thirty (30) day notice of termination.

CO9 Right-of-Way Acquisition for Intersection Safety Improvements

[26-0194](#)

Authorize the Highway Department to acquire right-of-way for future intersection safety improvements along State Route 287 between Old Jack Springs Road and Willie Cooper Road.

CO10 Transfer of Various Vehicles

[26-0193](#)

Take the following actions:

1) Approve the transfer of the following vehicle from the Citizen Service Center to Community Relations Department at no cost:

2015 Ford Explorer - VIN 1FM5K8B82FGB52004

2) Approve the transfer of the following vehicle from Community Relations Department (Library Services) to Community Relations Department (Custodial) at no cost:

2018 Ford F150 - VIN 1FTEX1C54JFB60105

3) Authorize the Chairman to execute the Fixed Asset Change Forms.

CR PERSONNEL

CR1 BRATS - Employment of One (1) Bus Driver Position

[26-0202](#)

Approve the employment of Jervon Lane to fill the open full-time Bus Driver position (#539) at a grade 305 (\$17.07 per hour / \$35,505.60 annually) to be effective no sooner than November 24, 2025.

CR2 *Highway Department (Administration) - Promotion of Employee

[26-0215](#)

Approve the promotion of Megan Biggs from the Operations Support Specialist II position (#5381) grade 307 (\$21.78 per hour / \$45,305.00 annually), in the Highway Maintenance Department (53130), to fill the vacant Operations Support Specialist III position (#3045) at a grade 309 (\$23.52 per hour / \$48,921.60 annually), in the Highway Administration Department (53100), to be effective no sooner than December 1, 2025.

CR3 Highway Department (Bay Minette) - Employment of One (1) Operator Technician Trainee Position

[26-0204](#)

Approve the employment of Seth Williams to fill the open Operator Technician Trainee position (#5486) at a grade 306 (\$17.88 per hour / \$37,190.40 annually) to be effective no sooner than November 24, 2025.

CR4 Highway Department (Bay Minette) - Request for Leave of Absence

[26-0203](#)

At the request of the Assistant County Engineer, approve a Leave of Absence for employee #119415 beginning November 18, 2025, 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."

CR5 Highway Department (Foley) - Promotion of Employee

[26-0206](#)

Approve the promotion of Logan Brock from the Operator Technician I position (#713) grade 308 (\$19.61 per hour / \$40,788.80 annually) to fill the open Operator Technician II position (#5683) at a grade 309 (\$21.18 per hour / \$44,054.44 annually) to be effective no sooner than December 1, 2025.

CR6 Highway Department (Pre-Construction) - Approval of Updated Position Description

[26-0207](#)

Approve the updated position description for the Right-of-Way Technician II position.

CR7 Highway Department (Silverhill) - Employment of Two (2) Operator Technician I Positions

[26-0208](#)

Take the following actions:

- 1) Approve the employment of Aaron Jasso to fill the open Operator Technician I position (#649) at a grade 308 (\$20.08 per hour / \$41,766.40 annually), with said salary due to experience and already obtaining CDL; and
- 2) Approve the employment of Kenneth Phillips to fill the open Operator Technician I position (#684) at a grade 308 (\$19.12 per hour / \$39,769.60 annually).

These actions shall be effective no sooner than November 24, 2025.

CR8 Highway Department (Traffic Operations) - Employment of One (1) Operator Technician I (Paving) Position

[26-0209](#)

Approve the employment of Hunter Milstid to fill the vacant Operator Technician I (Paving) position (#5687) grade 308 (\$19.12 per hour / \$38,916.80 annually) to be effective no sooner than November 24, 2025.

CR9 Juvenile Detention Center - Employment of One (1) Detention Worker Position

[26-0210](#)

Approve the employment of Alex Waters to fill the open Detention Worker position (#5734) at a grade 309 (\$20.04 per hour / \$41,673.60 annually) to be effective no sooner than November 24, 2025.

CR10 Planning and Zoning Department - Employment of One (1) Planning Technician Trainee Position

[26-0211](#)

Approve the employment of Sheena Tremain to fill the open Planning Technician Trainee position (#3069) at a grade 308 (\$20.00 per hour / \$41,600.00 annually), with said salary due to experience, to be effective no sooner than November 24, 2025.

CR11 Probate Office - Personnel Changes

[26-0213](#)

Take the following actions:

1) Approve the employment of Devin Waters to fill the open License Revenue Officer I position (#992) grade 306 (\$17.88 per hour / \$37,190.40 annually); and

2) Approve the employment of Andrea Beck to fill the open Recording Officer I position (#1078) grade 306 (\$17.88 per hour / \$37,190.40 annually).

These actions shall be effective no sooner than November 24, 2025.

CR12 Revenue Commission (Re-Appraisal) - Promotion of Employees

[26-0214](#)

Take the following actions:

1) Approve the promotion of Jacob Hamilton from the Real Property Appraiser Trainee position (#5334) grade 310 (\$21.18 per hour / \$44,054.40 annually) to fill the open Real Property Appraiser I position (#5375) grade 311 (\$22.87 per hour / \$47,569.60 annually); and

2) Approve the promotion of Daniel Freeman from the Real Property Appraiser Trainee position (#5773) grade 310 (\$21.18 per hour / \$44,054.40 annually) to fill the open Real

Property Appraiser I position (#5448) grade 311 (\$22.87 per hour / \$47,569.60 annually)

These actions shall be effective no sooner than December 1, 2025.

GA GENERAL

- GA1** Resolution #2026-026 - Allowing Baldwin County Commission to Participate in a Consolidated Motion to Intervene in Opposition of the Simplified Seller Use Tax Litigation [26-0225](#)

Adopt Resolution #2026-026 authorizing Baldwin County to protect the County's interests by intervening as a defendant in the Simplified Seller Use Tax litigation.

D PRESENTATIONS

DA GENERAL

- DA1** Recognition of Michael M. McMillan, Charles H. Murphy and David P. Wilson for Their Years of Distinguished Public Service [26-0082](#)

The Commissioners recognized Michael M. McMillan for his 13 years of service as Mayor of the City of Spanish Fort, Charles H. Murphy for his 33 years of service as Mayor of the City of Robertsdale, and David P. Wilson for his 33 years of service as Mayor of the Town of Summerdale.

Representative Donna Givens presented Resolutions, on behalf of the Baldwin County Legislative Delegation, to Mayor Murphy and Mayor Wilson.

The Commissioners expressed their appreciation to each of the Mayors for their combined years of dedicated service and contributions to Baldwin County and their respective cities, and discussed the growth of each city under their leadership and guidance.

Mayor Richard Teal of the City of Loxley said it has been an honor to serve with each of the outgoing Mayors, and thanked them for their mentorship.

- DA2** Retiree Recognition [26-0212](#)

Removed from the Agenda.

E PUBLIC HEARINGS

ES PLANNING AND ZONING

- ES1** Case No. Z25-47 - Roach Property Rezoning [26-0197](#)

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

Chairman Ball opened the public hearing at 10:48 a.m. and asked if there is anyone present who wishes to speak.

Mr. Hunter Smith with Smith, Clark & Associates said he is here to answer any questions.

There being no further requests to address the Commission, Chairman Ball closed the public hearing at 10:49 a.m.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2026-015, which approves Case No. Z25-47, Roach Property Rezoning, as it pertains to the rezoning of 1.08 acres, more or less, as located in Planning (Zoning) District 39, from BCZ, Base Community Zoning District, to RSF-2, Residential Single Family 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

ES2 Case No. Z25-48 - Vaughan Property Rezoning

[26-0199](#)

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

Chairman Ball opened the public hearing at 10:51 a.m. and asked if there is anyone present who wishes to speak.

Mr. Hunter Smith with Smith, Clark & Associates said he feels the rezoning request is consistent with the surrounding properties.

There being no further requests to address the Commission, Chairman Ball closed the public hearing at 10:52 a.m.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to adopt Resolution #2026-016, which approves Case No. Z25-48, Vaughan Property Rezoning, as it pertains to the rezoning of 0.82 acres, more or less, as located in Planning (Zoning) District 10, from RSF-1, Residential Single Family District, to RSF-2, Residential Single Family 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

ES3 Case No. Z25-49 - Innovative Building Solutions, LLC Property Rezoning

[26-0200](#)

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

Discussion took place regarding the allowable uses of B-1, Professional Business District, and B-3, General Business District, zoning designations.

Chairman Ball opened the public hearing at 10:57 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman Ball closed the public hearing at 10:57 a.m.

Mr. Jay Gillespie, representing the applicant, requested to address the Commission.

Chairman Ball re-opened the public hearing at 10:58 a.m.

Mr. Gillespie explained the rezoning request is due to the type of business not being allowed in the current B-1 zoning designation. Mr. Gillespie said the area seems to be going to commercial and industrial uses.

There being no further requests to address the Commission, Chairman Ball closed the public hearing at 10:59 a.m.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to deny the rezoning request regarding Case No. Z25-49, Innovative Building Solutions, LLC Property, as it pertains to the rezoning of 1.97 acres, more or less, as located in Planning (Zoning) District 15, from B-1, Professional Business District, to B-3, General Business District.

After the motion and second, and before the vote, Commissioner Underwood discussed reducing intensity of use and said she feels this would be spot zoning.

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

ES4 Case No. Z25-50 - Danley Property Rezoning

[26-0191](#)

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

property.

Chairman Ball opened the public hearing at 11:02 a.m. and asked if there is anyone present who wishes to speak.

Mr. Darrell (Tony) Danley, applicant, explained the rezoning request is to allow for two family homes to be built on his property.

Jay Dickson, Planning Director, explained that the property is within a platted subdivision and is not eligible for a family division. Mr. Dickson discussed allowable uses of RA, Rural Agricultural, zoning designation.

Further discussion took place regarding allowable uses and minimum lot size of RSF-E, Residential Single Family Estate District zoning designation, compatibility with surrounding area, and spot zoning.

There being no further requests to address the Commission, Chairman Ball closed the public hearing at 11:08 a.m.

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner Charles F. Gruber, to adopt Resolution #2026-018, which approves Case No. Z25-50, Danley Property Rezoning, as it pertains to the rezoning of 8.21 acres, more or less, as located in Planning (Zoning) District 22, from RA, Rural Agricultural District, to RSF-E, Residential Single Family Estate District.

The motion passed by the following vote:

Aye: 3 - James E. Ball, Matthew P. McKenzie, and Charles F. Gruber

Nay: 1 - Billie Jo Underwood

Absent: 0

Abstain: 0

ES5 Case No. Z25-52 - Little Property Rezoning

[26-0189](#)

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

Chairman Ball opened the public hearing at 11:11 a.m. and asked if there is anyone present who wishes to speak.

Mr. Arthor Johnson with S.E. Civil Engineering & Surveying, representing the applicant, said he is here to answer any questions.

There being no further requests to address the Commission, Chairman Ball closed the public hearing at 11:12 a.m.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P.

McKenzie, to adopt Resolution #2026-019, which approves Case No. Z25-52, Little Property Rezoning, as it pertains to the rezoning of 18 acres, more or less, as located in Planning (Zoning) District 39, from RA, Rural Agricultural District, to RR, Rural 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

None.

G ADDENDA

None.

H PUBLIC COMMENTS

The following individuals were present and expressed their concerns regarding reducing the speed limit on Section Street between Twin Beech Road and County Road 32 in Fairhope from 45 mph to 35 mph due to increased traffic because of new developments in the area, road noise, safety, ingress/egress from The Colony and Hilltop subdivisions, and the need for a blinking red light at the four-way stop on Battles Road and S. Section Street (County Road 3).

Mr. Troy Vickers
Ms. Dianne Dyar
Mr. John Scarborough
Mr. Michael Siembida
Mr. Steve Cowles

Frank Lundy, County Engineer, said the Highway Department and engineering staff are looking into a number of roads in the area near Section Street. Mr. Lundy noted a lot of factors go into the engineering support of adjustment to speed limits. Recommendations will be presented for the Commission's consideration soon and added that the signal at the four-way stop will be addressed separately as this is an immediate safety concern.

I PRESS QUESTIONS

None.

J COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

K ADJOURNMENT

Motion by Commissioner Billie Jo Underwood to adjourn the November 18, 2025, Baldwin County Commission Regular meeting at 11:44 a.m.

Chairman Ball said the November 18, 2025, Regular meeting is adjourned.

The November 18, 2025, Baldwin County Commission Regular meeting adjourned at 11:44 a.m.

A handwritten signature in blue ink, appearing to be "Billie Jo Underwood", is centered on the page. The signature is written in a cursive, flowing style.