



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, June 2, 2026

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

[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 June 2, 2026, at 9:00 a.m. in the Baldwin County Administration Building, County Commission Meeting Chambers.

WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE

The Chairman called the meeting to order at 9:02 a.m. Following the Invocation by Brian Peacock, CIS Director, 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 - Addendum Attachment - Site Maps.

PUBLIC COMMENTS

None.

COMMISSIONER REQUESTS

None.

SENIOR STAFF REPORTS

FY 2026 Mid-Year Budget Review

[26-0836](#)

Beth Hodges, Budget Director, presented the Fiscal Year 2026 Mid-Year Budget Review, which included a 10-year progression of major revenue sources such as ad valorem tax, sales tax, and state and local gas tax, and highlights of population changes and insurance costs. Ms. Hodges recommended the County stabilize its current financial position focusing on long-term planning, shifting support to the 30-Cubed Program to delay taking on new debt, and exploring new revenue opportunities to meet population growth needs.

Discussion took place regarding the benefits of the Rebuild Alabama Program to rural counties compared to its limited impact on Baldwin County, and the process of determining necessary insurance coverage and adjusting insurance policies for county facilities.

Frank Lundy, County Engineer, stated he will gather additional information specific to Baldwin County.

Chairman Ball suggested the Commissioners hold further budget-related questions until the FY 2027 budget deliberation meetings.

COUNTY ATTORNEY'S REPORT

Brad Hicks, County Attorney, recommended the Commission adjourn the meeting 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.

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

ADJOURNMENT OF PRE-MEETING WORK SESSION

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner Billie Jo Underwood, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:30 a.m. 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.

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 at 9:30 a.m. and the work session will not reconvene. The Regular meeting will convene at 10:00 a.m.

The June 2, 2026, Baldwin County Commission work session adjourned at 9:30 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 10:06 a.m. Following the Invocation by Pastor Richie Nobles with Crossroads Church, Bay Minette, 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 May 21, 2026, 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

[26-0789](#)

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

[26-0788](#)

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Matthew P. McKenzie, 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

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to approve the Consent Agenda.

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 Revision of Baldwin County Commission Policy 2.10 - Polling Place Hours / Poll Worker Compensation

[26-0787](#)

Adopt revised Baldwin County Commission Policy 2.10 - Polling Place Hours / Poll Worker Compensation.

CA2 *Case No. LV-26007A - Alcohol License Application for The Store Tensaw
AL LLC d/b/a The Store Tensaw

[26-0781](#)

Approve the issuance of 050 - Retail Beer (Off Premises Only) and 070 - Retail Table Wine (Off Premises Only) license by the Alabama Alcoholic Beverage Control (ABC) Board for The Store Tensaw AL LLC d/b/a The Store Tensaw located at 64601 State Highway 59, Stockton, Alabama 36579.

CA3 Acknowledgment of Tax Abatement - Foley Industrial Development Board -
Dunamis Medical, LLC and USS Innovations, LLC

[26-0780](#)

In observance with §40-9B-5(d), Code of Alabama (1975), take the following actions:

- 1) Acknowledge the receipt, on May 18, 2026, by certified mail, of a Resolution by the Foley Industrial Development Board granting a Tax Abatement to Dunamis Medical, LLC (Operating Entity) and USS Innovations, LLC (Land-Holding Entity); and
- 2) Forward to the Office of Revenue Commissioner of Baldwin County and Office of Probate Judge of Baldwin County the Resolution and associated attachments informing the Baldwin County Commission of the aforementioned grant of such Tax Abatement.

CA4 Absentee Election Duties Related to Special Primary Election on August
11, 2026

[26-0773](#)

Related to Special Primary Election to be held on August 11, 2026, in Baldwin County, Alabama as ordered by Governor Kay Ivey on May 12, 2026, for the purpose of electing members of the U.S. House of Representatives in District 1, take the following actions:

- 1) Pursuant to Section 17-11-2 of the Code of Alabama (1975), recognize the performance at and designate the place/office where the Absentee Election Manager shall perform such public duties for the applicable absentee election time period recognized by state law, as follows:

Place: Baldwin County Courthouse, Bay Minette, Alabama

Office: Office of Circuit Clerk, 28th Judicial Circuit

Time: Monday - Friday 8:00 a.m. - 4:30 p.m.

- 2) At the request of the Absentee Election Manager, authorize the execution of a Contract for Services with Ms. Christi Wall as Assistant to the Absentee Election Manager at a rate of compensation of \$75.00 per day worked for the applicable absentee election period recognized by law during the August 11, 2026, Special Primary Election.

The Contract shall commence no earlier than June 17, 2026, and expire no later than August 18, 2026.

CA5 National Association of Counties (NACo) - 2026 Voting Credentials [26-0432](#)

Appoint the Association of County Commissions of Alabama (ACCA) as Baldwin County Commission's proxy voting delegate to represent the Commission at the 2026 Annual Business Meeting for the National Association of Counties (NACo).

CA6 Perdido Bay Water, Sewer and Fire Protection District - Board Reappointment [26-0730](#)

Related to the Perdido Bay Water, Sewer and Fire Protection District, reappoint Mr. Joe Woods as a member of the Board of Directors for a four (4) year term, said term commencing June 30, 2026, and expiring June 30, 2030.

CA7 Resolution #2026-101 - Appropriation from Historic Parks Fund to Fort Mims Restoration Association, Inc. and Support Services for 40th Annual Fort Mims Re-enactment and Living History Event [26-0786](#)

As it relates to the 40th Annual Fort Mims Re-enactment and Living History Event, take the following actions as requested by the Fort Mims Restoration Association, Inc. (FMRA):

- 1) Adopt Resolution #2026-101 authorizing an appropriation of \$15,000.00 from the Historic Parks Fund to the Fort Mims Restoration Association, Inc. for the Fort Mims 40th Annual Re-enactment and Living History Event on August 29-30, 2026; and
- 2) Approve Baldwin County Regional Area Transit System (BRATS) to provide transportation on August 29, 2026, from 8:30 a.m. to 3:00 p.m. at the donated cost of \$625.04; and
- 3) Approve the Parks Department to continue bi-weekly site maintenance as currently scheduled; and
- 4) Approve the Highway Department to assist with striping temporary parking spaces as requested for an estimated cost of \$2,315.00. The Fort Mims Restoration Association, Inc. will be invoiced the actual cost upon completion of the project.

CA8 Resolution #2026-102 - County Sales and Use Tax Exemption for Mobile River Bridge and Bayway Project [26-0785](#)

Adopt Resolution #2026-102 granting a county sales and use tax exemption for the Mobile Bay River Bridge and Bayway Project.

CC ARCHIVES AND HISTORY

CC1 Baldwin County Historic Development Commission - Board Resignation [26-0777](#)

and Appointment

Regarding the Baldwin County Historic Development Commission, take the following actions:

- 1) Accept the resignation of Ms. Yolanda Devine Johnson, effective July 3, 2026, and thank her for her civic service as a member of the Board; and
- 2) Appoint Ms. Clarice Hall-Black for a four (4) year term to fill the place seat formerly held by Ms. Yolanda Devine Johnson, said term to commence July 3, 2026, and expire July 3, 2030.

CE BUDGET/PURCHASING

CE1 Competitive Bid #WG24-27 - Provision of Aftermarket Heavy Duty Truck Parts for the Baldwin County Commission [26-0790](#)

Extend Bid #WG24-27 for the Provision of Aftermarket Heavy Duty Truck Parts with FleetPride, Inc., for an additional twelve (12) months with the same prices, terms, and conditions stated in the original bid award on June 18, 2024. The bid extension will expire June 18, 2027.

CE2 Competitive Bid #WG25-24 - Provision for Rental of Solar Powered Portable Message Signs for the Baldwin County Commission [26-0806](#)

Extend Bid #WG25-24 for the Provision for Rental of Solar Powered Portable Message Signs with United Rentals (North America), Inc. for an additional twelve (12) months with the same prices, terms, and conditions stated in the original bid awarded on June 3, 2025. The bid extension will expire June 8, 2027.

CE3 Competitive Bid #WG26-27 - Purchase and Installation of One (1) New 90 Ton Air-Cooled Chiller at Baldwin County Satellite Courthouse Located in Fairhope, Alabama, for the Baldwin County Commission [26-0782](#)

Award Bid #WG26-27 for the Purchase and Installation of One (1) New 90 Ton Air-Cooled Chiller at the Baldwin County Satellite Courthouse located in Fairhope, Alabama, to the lowest bidder, JLS International, Inc., per the Award Listing and authorize the Chairman to execute the Contract.

CE4 Competitive Bid #WG26-32 - Purchase and Installation of HVAC Upgrade to Baldwin County Annex V Revenue Commission Building Located in Bay Minette, Alabama, for the Baldwin County Commission [26-0796](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place Competitive

CG1 Interoperability Communications System Agreements with Silverhill Police Department and Silverhill Volunteer Fire Department [26-0754](#)

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 Interoperability Communications System:

Silverhill Police Department
Silverhill Volunteer Fire Department

Each Agreement shall take effect upon full execution for a term of three (3) years unless terminated by either party.

CG2 Software Agreement with Brightly Software Inc. for Real Time Infrastructure Asset Condition and Renewal Capital Management Software [26-0795](#)

Approve and authorize the Chairman to execute the Software Agreement between Baldwin County Commission and Brightly Software Inc., for Real Time Infrastructure Asset Condition and Renewal Capital Management Software.

The Agreement is effective the date of execution and shall remain in effect for one (1) year and automatically renew for one (1) additional year. Either party may terminate the Agreement with written notice of intent to terminate not less than forty-five (45) days prior to the expiration of the then-current Agreement term.

CI ELECTED OFFICIALS

CI1 Sheriff's Office - Sale of Radios on GovDeals.com [26-0797](#)

Authorize the sale of the following equipment on GovDeals.com:

Twelve (12) Motorola Radios:

655CNK1479, 655CNK1464, 655CNK1468, 655CNK1478, 655CNK1470, 655CNK1481, 655CNK0597, 755CNT0202, 755CNK1329, 755CNK1265, 755CNK0071, 755CNK1297

CI2 Sheriff's Office - Agreement for Laboratory Services with Foley Hospital Company, LLC d/b/a Baldwin Health [26-0776](#)

Confirm, ratify, and approve the Agreement for Laboratory Services with Foley Hospital Company, LLC d/b/a Baldwin Health, dated March 4, 2026, with an effective date of May 8, 2026. This agreement is for laboratory services following on-the-job accidents, employee drug screens, breath alcohol analysis, and specimen collections.

CI3 Sheriff's Office - Amended and Restated Customer Services Agreement [26-0778](#)

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 dirt road portions of Truck Route 17 (3.45 miles) and Old Brady Road (0.60 miles) that lies within Loxley's city limits for a period of twenty-four 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 months unless terminated by either party upon the delivery of a thirty (30) day notice of termination.

CO3 Rescheduling the Baldwin County Commission July 16, 2026, Road and Bridge Division Meeting [26-0813](#)

Adopt Resolution #2026-104 which reschedules the Baldwin County Commission July 16, 2026, Road and Bridge Division Meeting to be held and conducted on Tuesday, July 14, 2026, in the Auditorium in Baldwin County Central Annex located at 22251 Palmer Street, Robertsdale, Alabama.

CR PERSONNEL

CR1 Coroner's Office - Promotion of Employee [26-0798](#)

Approve the promotion of Claire Arnold from the Death Investigator I position (#5675) grade 310 (\$26.78 per hour / \$55,702.40 annually) to fill the Death Investigator II position (#5676) at a grade 313 (\$31.00 per hour / \$64,480.00 annually) to be effective no sooner than June 15, 2026.

CR2 Facilities Management - Retitle of Positions [26-0799](#)

Take the following actions:

- 1) Retitle the Plumbing Technician positions (#5474 and #5784) to Skilled Trade Technician - Plumbing, with no change in pay grade; and
- 2) Approve the position description for Skilled Trade Technician - Plumbing; and
- 3) Approve the updated organizational chart for Facilities Management.

CR3 Finance and Accounting Department - Position Change [26-0814](#)

Take the following actions:

- 1) Reclassify and retitle the Grants Director position (#5706) grade S320 (\$76,886.00 - \$124,842.00 annually) to Grants and Compliance Manager position at a grade S319

(\$71,975.00 - \$116,762.00 annually); and

2) Approve the position description for the Grants and Compliance Manager; and

3) Approve the updated organizational chart for the Finance and Accounting Department.

These actions shall be effective no sooner than June 15, 2026.

CR4 Highway Department (Bay Minette) - Transfer of Employee

[26-0800](#)

Approve the lateral transfer of Michael Bethea from the Traffic Control Technician III position (#393) grade 310 (\$22.24 per hour / \$46,259.20 annually), in the Highway Traffic Operations Department (53135), to fill the Operator Technician III position (#2046), with no change in pay, in the Bay Minette Highway Department (53111), to be effective no sooner than June 15, 2026.

CR5 Highway Department (Construction Engineering) - Transfer of Employee

[26-0802](#)

Approve the lateral transfer of Matthew Ulrich from the Construction Manager position (#5793) grade S315 (\$71,557.00 annually) to fill the Bridge Manager position (#5792), with no change in pay, to be effective no sooner than June 15, 2026.

CR6 Highway Department (Silverhill) - Promotion of Employee

[26-0801](#)

Approve the promotion of Kenneth Phillips from the Operator Technician I position (#684) grade 308 (\$19.12 per hour / \$39,769.60 annually) to fill the Operator Technician II position (#4080) at a grade 309 (\$20.65 per hour / \$42,952.00 annually) to be effective no sooner than June 15, 2026.

CR7 Juvenile Detention Center - Employment of One (1) Detention Worker Position

[26-0803](#)

Approve the employment of Jett Sullivan to fill the open Detention Worker position (#5759) at a grade 309 (\$23.00 per hour / \$47,840.00 annually), with said salary due to experience, to be effective no sooner than June 8, 2026.

CR8 Parks and Recreation Department - Personnel Changes

[26-0804](#)

Take the following actions:

1) Approve the employment of Kevin Robinson to fill the open Landscape Technician I position (#5634) at a grade 306 (\$17.88 per hour / \$37,190.40 annually) to be effective no sooner than June 8, 2026; and

2) Approve the promotion of Bryan Valrie from the Landscape Technician I position (#5634) at a grade 306 (\$19.49 per hour / \$40,529.32 annually) to fill the Landscape Technician II position (#5378) at a grade 308 (\$21.05 per hour / \$43,784.00 annually) to be effective no sooner than June 15, 2026; and

3) Approve the promotion of Kevin Cox from the Landscape Technician I position (#531) at a grade 306 (\$19.03 per hour / \$39,582.40 annually) to fill the Landscape Technician II position (#5377) at a grade 308 (\$20.55 per hour / \$42,744.00 annually) to be effective no sooner than June 15, 2026.

CR9 Probate Office - Position and Employee Changes

[26-0805](#)

Take the following actions:

1) Reclassify the Drivers License Clerk II position (#5325) grade 307 (\$18.71 - \$30.13 per hour) to a Senior Drivers License Clerk position at a grade 308 (\$19.12 - \$30.78 per hour); and

2) Approve the promotion of Joei Buck from the Drivers License Clerk II position (#5325) grade 307 (\$24.47 per hour / \$50,897.60 annually) to the Senior Drivers License Clerk position (#5325) grade 308 (\$26.42 per hour / \$54,953.60 annually); and

3) Approve the updated organizational chart for the Probate Office.

These actions shall be effective no sooner than June 15, 2026.

D PRESENTATIONS

None.

E PUBLIC HEARINGS

None.

F OTHER STAFF RECOMMENDATIONS

Waiver of Conflict of Interest - Representation of Hancock Whitney in Connection with the Baldwin County Commission Emergency Line of Credit RFP

[26-0837](#)

Roger Rendleman, County Administrator, requested the Commission to approve a Waiver of Conflict of Interest of Adams & Reese's representation of Hancock Whitney in connection with the Baldwin County Commission Emergency Line of Credit Request for Proposal (RFP) and authorize the Chairman to sign such waiver if necessary. Mr. Rendleman noted Adams & Reese has not been awarded the RFP, but the Commission needs to grant the waiver in the event they are awarded the RFP.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F.

Gruber, to approve a Waiver of Conflict of Interest of Adams & Reese's representation of Hancock Whitney in connection with the Baldwin County Commission Emergency Line of Credit Request for Proposal (RFP) and authorize the Chairman to sign such waiver if necessary.

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

GA GENERAL

GA1 Letter of Support for Prodissee Pantry North Project - Construction of Food Distribution Facility and Resource Center in Stockton, Alabama [26-0818](#)

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner Charles F. Gruber, to approve the Chairman to sign a letter of support for the Prodissee Pantry North Project, a new food pantry and resource center in Stockton, Alabama, that will serve residents across north Baldwin County.

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

H PRESS QUESTIONS

None.

I COMMISSIONER COMMENTS

The Commissioners provided their closing comments.



J ADJOURNMENT

Chairman Ball said the meeting is adjourned at 10:15 a.m.

The June 2, 2026, Baldwin County Commission Regular meeting adjourned at 10:15 a.m.