



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, March 3, 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 March 3, 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 9:00 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.

CF1 - Addendum Attachments - Enforcement Agreements approved by County Attorney.

CS3 - Replacement Item - Applicant changed boundary of the proposed Planning District.

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

PUBLIC COMMENTS

Mr. John Hillman, resident of Perdido, addressed the Commission regarding the proposed solar project near Stockton and Jacobs Engineering's involvement with the project. Mr. Hillman said he feels eminent domain could be utilized to protect the Delta and asked how he could support the Commission in preserving it.

Commissioner McKenzie encouraged continued citizen involvement.

Commissioner Underwood noted the County Commission has limited authority and recommended Mr. Hillman elevate his concerns to higher agencies.

Chairman Ball noted that any permit application would follow the standard review process, and if it was determined to be an environmental hazard, he feels the project would not be allowed by ADEM or the Corps of Engineers. Chairman Ball said the Commission has no influence over permitting; the determination is made in the permitting department. Jacobs Engineering's role is to be a third set of eyes on the project.

Mr. Hillman expressed his concern for protecting the Delta and questioned the impartiality of Jacobs due to their involvement with data centers.

COMMISSIONER REQUESTS

Commissioner McKenzie noted an email request received from KinderKids Learning Center in Daphne regarding a letter of support from the County Commission for a grant and asked if the letter of support would need to come from the Commission or individually from him.

Roger Rendleman, County Administrator, said he would look into the specifics of the request.

SENIOR STAFF REPORTS

Initial Assessment of County Facilities by Jessica Stonsifer, Director of Facilities and Maintenance

Ms. Stonsifer provided her initial assessment of County facilities and discussed plans to develop a 5-year facilities master plan addressing growth needs, facility life-cycle replacements, timely equipment replacement, improved technical and logistical support for departmental projects, centralized work order management, preventative maintenance tracking, staff training, and potential organizational changes within the Building Maintenance Department.

The Commissioners thanked Ms. Stonsifer for her leadership and hard work in

compiling the assessment of facilities during her first 30 days of employment.

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 noted the work session will not need to reconvene.

ADJOURNMENT OF PRE-MEETING WORK SESSION

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner Charles F. Gruber, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:26 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 9:26 a.m. and the work session will not reconvene. The Regular meeting will convene at 10:00 a.m.

The March 3, 2026, Baldwin County Commission work session adjourned at 9:26 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 10:02 a.m. Following the Invocation by Pastor Charlie Stafford with Coastal Church, and the Pledge of Allegiance led by Commissioner Gruber, the Commission transacted the following business to-wit:

CS3 *Planning (Zoning) District 3 - Acceptance of Notice of Intent to Request Planning and Zoning Referendum

[26-0515](#)

Chairman Ball opened the floor for public comments regarding Item CS3, the Notice of Intent to Request a Planning and Zoning Referendum for Planning District 3.

The following individuals were present and addressed the Commission in support of the referendum request:

Ms. Susan Burger
Mr. John Murphy
Ms. Georgene Conner

Ms. Burger discussed the history of the Stockton community and requested the County Commission allow the residents of the area to appropriately zone the land north of I-65 to retain the area's unique quality of life.

Mr. John Murphy discussed his concerns regarding the long-term impacts of the proposed solar farm to the environment, particularly in a woodland area on such a large piece of property.

Ms. Georgene Conner discussed Stockton being considered "the front porch of Baldwin County" and thanked the Commissioners for their consideration of the requested zoning referendum.

A ADOPTION OF MINUTES

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt the minutes of the February 19, 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

[26-0513](#)

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

[26-0512](#)

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

Chairman Ball noted the Consent Agenda includes a Replacement Item for CS3 changing the boundary of the proposed planning district and Addendum Item GA1.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to approve the Consent Agenda including Replacement Item CS3 and Addendum Item GA1.

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)

[26-0462](#)

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

CA2 Alabama State Veterans Memorial Cemetery at Spanish Fort - 2026 Memorial Day Event

[26-0479](#)

Related to the Alabama State Veterans Cemetery 2026 Memorial Day Event at the Alabama State Veterans Memorial Cemetery at Spanish Fort on Monday, May 25, 2026, take the following actions:

1) Make a determination that public purposes are served by and through the Baldwin County Commission expending County public funds and/or other County public assistance/in kind assistance, to aid with the Memorial Day Event including, but not limited to, the provision of Baldwin Regional Area Transit System (BRATS) public transportation, 200 chairs, tent, portable PA system, podium, stage, and stage skirting for use by the public. Public purposes include the promotion of veterans and all branches of the United States Armed Services for their contributions and sacrifices, at a permanent public memorial cemetery, as well as civic purposes and recreational purposes benefiting the general public; and

2) Authorize the provision of BRATS public transportation for a total cost of \$402.00 (to be donated by Baldwin County BRATS Department and not reimbursed by another County Department) and the provision of chairs, tent, portable PA system, stage, and stage skirting for use by the public for a total cost of \$2,662.50 as paid from the Commission Contingency Budget.

CA3 Orange Beach Water, Sewer & Fire Protection Authority - Appointment and Resignation

[26-0520](#)

Related to the Orange Beach Water, Sewer & Fire Protection Authority, take the following actions:

1) Appoint Mr. Phillip Karagan to fill the place seat formerly held by Mr. Jack Robertson, for a six (6) year term, said term commencing March 1, 2026, and expiring March 1, 2032; and

2) Thank Mr. Jack Robertson for his civic service as a member of the Authority due to his resignation dated October 16, 2025.

CB ANIMAL CONTROL

CB1 Use of Interest Generated from Donation to Baldwin County Animal Shelter from the Estate of Edeltraud "Judy" Jordan

[26-0511](#)

Approve the Baldwin County Animal Shelter to allocate interest earned from the donation to the Baldwin County Animal Shelter from the estate of Ms. Edeltraud "Judy" Jordan

toward half-priced adoptions and the spay / neuter program for dogs and cats.

CC ARCHIVES AND HISTORY

- CC1** Submission of Alabama Tourism Department 2026 Legislative Event Grant Application [26-0530](#)

Approve the submittal of the Alabama Tourism Department 2026 Legislative Event Grant Application by Archives and History Department staff, on behalf of the Baldwin County Commission, requesting grant funds for the Christmas Lights Drive Through Display (November 30, 2026 - December 23, 2026).

CE BUDGET/PURCHASING

- CE1** Competitive Bid #WG24-17 - Provision of Tree Removal and Disposal Services for the Baldwin County Commission [26-0507](#)

Extend Competitive Bid #WG24-17 for the Provision of Tree Removal and Disposal Services with RDA Service Company, Inc., for an additional twelve (12) months at the same prices and terms stated in the bid specifications as awarded on March 19, 2024.

The bid extension will expire on March 19, 2027.

- CE2** Competitive Bid #WG26-03 - Renovations of Central Annex Building for Building and Planning and Zoning Departments Located in Robertsdale, Alabama, for the Baldwin County Commission [26-0503](#)

Approve and authorize the Chairman to execute Change Order #1 in the amount of \$5,659.50 with RE Johnson General Contractors, LLC, for the Renovations of Central Annex Building for Building and Planning and Zoning Departments located in Robertsdale, Alabama.

- CE3** 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 [26-0529](#)

Approve and authorize the Chairman to execute Allowance Authorization No. 4 with Tindle Construction, LLC, in the amount of \$1,200.00 to paint eight (8) existing security windows, 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.

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

- CE4** Construction of Phase II Baldwin County Sheriff's Office Renovations of [26-0524](#)

Location: Highway Department - Administration - Robertsdale
Model: Sharp BP-71C55
Price: \$247.65/month
Excess Charge/copy: B/W \$0.0055 / Color \$0.0404

Location: Judge of Probate Court - Bay Minette
Model: Sharp BP-71C36
Price: \$182.40/month
Excess Charge/copy: B/W \$0.0073 / Color \$0.0455

CF BUILDING INSPECTION

CF1 *Agreements for Enforcement of Baldwin County Building Code and Floodplain Development Ordinance with the Town of Perdido Beach

[26-0521](#)

Take the following actions:

1) With respect to Section 34-14A-12 of the Code of Alabama 1975, approve the Baldwin County Building Inspection Department to enforce the Baldwin County Building Code and the Baldwin County Floodplain Development Ordinance, including any amendments or successors thereto, within the corporate limits of the Town of Perdido Beach, Alabama, with the understanding that all fees collected under these approvals and by the Baldwin County Building Inspection Department shall be retained by the Baldwin County Commission; and

2) Authorize the Chairman to execute the following Agreements between the Baldwin County Commission (Building Inspection Department) and the Town of Perdido Beach, Alabama, to accomplish the aforementioned:

- Agreements for Enforcement of the County Building Code; and
- Agreements for Enforcement of the County Floodplain Development Ordinance.

The term of each Agreement shall be for thirty-six (36) months beginning on the date of full execution, and either party shall be entitled to terminate each Agreement by passing a resolution expressing said party's desire to terminate and providing written notice of the same to the other party.

CG COMMUNICATIONS/INFORMATION SYSTEMS (CIS)

CG1 Letter of Understanding with HiComp, LLC for Data Hosting

[26-0514](#)

Approve and authorize the Chairman to execute the Letter of Understanding with HiComp, LLC for Data Hosting of the AS400 data for archive access to historical data.

The Letter of Understanding shall be effective upon full execution and shall be in place no longer than three (3) consecutive years.

CK ENVIRONMENTAL MANAGEMENT

CK1 Application for Certificate of Exception from Garbage Pick-up

[26-0409](#)

As authorized by Section 22-27-3 of the Code of Alabama 1975, and without limitation, approve the Application for Certificate of Exception from Garbage Pick-up, for a period not to exceed one (1) year, for the following individual:

John Sanders
14730 Ridge Road East
Summerdale, Alabama 36580
(Application Receipt No. 131988) - Commenced 02/10/2026

CO HIGHWAY

CO1 Case No. SFP25-000028 - South Bend Village, Phase 2 - Road Acceptance

[26-0502](#)

Take the following actions regarding Subdivision Case No. SFP25-000028 - South Bend Village, Phase 2 in Maintenance Area 200:

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
Theismann Drive	1158 ft	20 ft
Quinn Road	521 ft	20 ft
Bettis Road	455 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 Fidelity and Deposit Company of Maryland, on behalf of Ammons and Blackmon Construction, LLC, in the amount of \$363,289.58 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 Case No. SFP25-000031 - Iron Horse, Phase 1 - Road Acceptance

[26-0510](#)

Take the following actions regarding Subdivision Case No. SFP25-000031 - Iron Horse, Phase 1 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
Locomotive Drive	822 ft	20 ft
Iron Horse Circle	2279 ft	20 ft

Crampton Drive	115 ft	20 ft
Stephenson Way	187 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 Euler Hermes North America Insurance Company, on behalf of 68V Iron Horse 2024, LLC, in the amount of \$590,794.18 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.

CO3 Case No. SFP25-000033 - Autumn Lakes, Phase 2 - Road Acceptance [26-0499](#)

Take the following actions regarding Subdivision Case No. SFP25-000033 - Autumn Lakes, 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
Hallow Trail	847.64 ft	20 ft
Autumn Lakes Circle	1513.37 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 Fidelity and Deposit Company of Maryland, on behalf of Ammons and Blackmon Construction, LLC, in the amount of \$605,388.32 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.

CO4 Community Development Block Grant - Disaster Recovery (CDBG-DR) - County Road 65 Extension Project from County Road 28 to County Road 32 - Permission to Advertise [26-0495](#)

Take the following actions:

1) Approve the Purchasing Director to place a competitive bid for construction of the Community Development Block Grant - Disaster Recovery (CDBG-DR) County Road 65 Extension Project from County Road 28 to County Road 32; and

2) Approve the Chairman to execute any project related documents.

CO5 County Road 20 Extension from Hickory Street to County Road 65 - Reimbursable Utility Agreements [26-0508](#)

Take the following actions:

1) Approve a Reimbursable Utility Agreement between the Baldwin County Commission and Riviera Utilities for the relocation of utilities (Power) to complete the County Road 20 Extension from Hickory Street to County Road 65. The estimated in-kind cost of this relocation is \$146,300.00 provided from RESTORE funds awarded to the project; and

2) Approve a Reimbursable Utility Agreement between the Baldwin County Commission and Riviera Utilities for the relocation of utilities (Gas) to complete the County Road 20 Extension from Hickory Street to County Road 65. The estimated in-kind cost of this relocation is \$53,303.80 provided from RESTORE funds awarded to the project; and

3) Approve a Reimbursable Utility Agreement between the Baldwin County Commission and Riviera Utilities for the relocation of utilities (Water) to complete the County Road 20 Extension from Hickory Street to County Road 65. The estimated in-kind cost of this relocation is \$127,000.00 provided from RESTORE funds awarded to the project; and

4) Approve a Reimbursable Utility Agreement between the Baldwin County Commission and Riviera Utilities for the relocation of utilities (Sewer) to complete the County Road 20 Extension from Hickory Street to County Road 65. The estimated in-kind cost of this relocation is \$78,400.00 provided from RESTORE funds awarded to the project.

CO6 Speed Limits on Various Roads

[26-0458](#)

Take the following actions:

1) Establish a speed limit of 35 MPH on County Road 6 Extension between County Road 6 and Plash Road; and

2) Establish a speed limit of 25 MPH on Plash Road between County Road 6 Extension and Bon Bay Drive; and

3) Establish a speed limit of 15 MPH on Bon Bay Drive and The Loop; and

4) Lower the speed limit on County Road 71 S from County Road 28 to Raley Road from 45 MPH to 35 MPH; and

5) Lower the speed limit on County Road 16 between County Road 65 and N Wenzel Road from 35 MPH to 25 MPH.

CR PERSONNEL

CR1 CIS Department - Employment of One (1) Communications Technician II Position

[26-0516](#)

Approve the employment of William Wilson to fill the open Communications Technician II position (#5624) at a grade 311 (\$22.41 per hour / \$46,612.80 annually) to be effective

no sooner than March 9, 2026.

CR2 Custodial Department - Employment of Two (2) Custodian Positions

[26-0517](#)

Take the following actions:

- 1) Approve the employment of Jennifer Cooley to fill the full-time Custodian position (#5693) at a grade 303 (\$15.58 per hour / \$32,406.40 annually); and
- 2) Approve the employment of Linda Addicks to fill the part-time Custodian position (#5786) at a grade 303 (\$15.58 per hour / \$23,494.64 annually).

These actions shall be effective no sooner than March 9, 2026.

CR3 Highway Department (Traffic Operations) - Promotion of Employee

[26-0518](#)

Approve the promotion of Joseph McFerrin from the Operator Technician II position (#5385) grade 309 (\$21.20 per hour / \$44,096.00 annually) to fill the open Operator Technician III position (#5403) at a grade 310 (\$22.90 per hour / \$47,632.00 annually) to be effective no sooner than March 9, 2026.

CS **PLANNING AND ZONING**

CS1 Baldwin County Commission Board of Adjustment #1 - Reappointments

[26-0496](#)

Related to the Baldwin County Commission Board of Adjustment #1, take the following actions:

1) Reappoint the following individuals as regular members for a three (3) year term, said term commencing March 16, 2026, and expiring March 16, 2029:

- Ms. Rosellen E. Coggin (Planning District 12 Designee)
- Ms. Marla Barnes (Planning District 14 Designee)
- Ms. Mary Shannon Hope (Planning District 26 Designee)

2) Reappoint the following individuals as alternate members for a three (3) year term, said term commencing March 16, 2026, and expiring March 16, 2029:

- Mr. Thomas Kiel (Planning District 14 Designee)
- Mr. James Guffy (Planning District 26 Designee)
- Ms. Haley Gregorius (Planning District 39 Designee)

3) Thank Mr. Doug Ward for his civic service as a regular member (Planning District 39 Designee) due to the expiration of his term on March 16, 2026.

CS2 Baldwin County Commission Board of Adjustment #2 - Reappointments

[26-0505](#)

The Commissioners provided their closing comments.

J ADJOURNMENT

Chairman Ball said the Regular meeting is adjourned at 10:21 a.m.

The March 3, 2026, Baldwin County Commission Regular meeting adjourned at 10:21 a.m.

A handwritten signature in blue ink, appearing to read "John Ball", is centered on the page. The signature is stylized and cursive.