



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, May 5, 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 May 5, 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.

CA4 - Replacement Attachment - Resolution with Exhibits.

PUBLIC COMMENTS

Janet Appleby, Alabama State Senate District 32 candidate, and Roy Browning, Baldwin County Commissioner District 3 candidate, were present to discuss their

concerns about beach safety.

Ms. Appleby discussed the need to educate visitors about beach flags and proposed for every rental property and hotel along the coast to provide visitors education and a document to sign verifying that they have received information on beach safety. Ms. Appleby said she would draft a form for the Commission's approval.

Chairman Ball suggested Ms. Appleby submit a draft of the form to the County's legal counsel and noted that rental properties and hotels along the coast currently provide visitors with educational materials about beach safety.

Discussion took place regarding the BEach SAFE Campaign and markers for beach access points to assist first responders.

Commissioner Underwood encouraged Ms. Appleby to reach out to Tom Tyler, EMA Director, and Jessica Waters, Community Relations / Public Information Manager, for more information due to their involvement with the BEach SAFE Campaign.

The following individuals were present to express concerns regarding the proposed large scale solar development in Stockton, Alabama:

Mr. Douglas Duncan
Ms. Diana Dean
Mr. John Hillman
Mr. John Murphy
Ms. Kathryn Harrington
Ms. Elizabeth Lowe
Ms. Valeria Paige James
Ms. Stephanie Rolin
Ms. Brandi Robinson
Ms. Georgene Conner

Primary concerns expressed were environmental impacts to Tensaw River and the Delta, road damage, and sediment runoff. The individuals encouraged the Commission to impose a moratorium on any large scale solar developments until further research is done.

Ms. Lowe, resident of Montgomery, Alabama, on behalf of the Snowdown Volunteer Fire Department, provided a handout regarding fire fighting related to the Black Bear Solar Farm in Montgomery.

Ms. James, resident of Montgomery, Alabama, provided a handout of her research on the impacts of solar farms and encouraged the Commissioners to do their own research.

Ms. Rolin discussed the cultural significance of the adjacent property she owns which has been recognized as an important Native American archeological site.

Ms. Robinson urged the Commissioners to consider a 180-day moratorium for any unprecedented project in Baldwin County.

Ms. Conner, President of the Stockton Heritage Association, said she feels the moratorium is the right thing to do.

Chairman Ball noted Item CA4 on the agenda is a request for an Attorney General's Opinion regarding a temporary moratorium. Chairman Ball said he feels the Commission is taking the right measures and the County Attorney is doing what is in the best interest of Baldwin County and its citizens.

Commissioner Underwood noted the Commission is not incentivizing this project and is doing everything within the confines of the law.

COMMISSIONER REQUESTS

None.

SENIOR STAFF REPORTS

None.

COUNTY ATTORNEY'S REPORT

None.

ADJOURNMENT OF PRE-MEETING WORK SESSION

Chairman Ball said the work session is adjourned at 9:53 a.m. and the regular meeting will convene at 10:00 a.m.

The May 5, 2026, Baldwin County Commission work session adjourned at 9:53 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 10:11 a.m. Following the Invocation by Pastor Jason Hughes with Southside Baptist 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 April 21, 2026, 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 [26-0715](#)

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 [26-0714](#)

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 Mr. Michael Druhan, President of St. Michael Catholic High School Advisory Council, is present to address the Commission regarding Item CO5.

Mr. Druhan thanked the Commission for partnering with the Alabama Department of Transportation to install a traffic signal at State Highway 181 and Saint Michael Way to improve safety.

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner Billie Jo Underwood, 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 Case No. LV-26005A - Alcohol License Application for Lillian Community Club Inc d/b/a Lillian Community Club [26-0681](#)

Approve the issuance of 160 - Special Retail (more than 30 days) license by the Alabama Alcoholic Beverage Control (ABC) Board for Lillian Community Club Inc d/b/a Lillian Community Club located at 34148 Widell Avenue, Lillian, Alabama 36549.

CA2 Case No. LV-26006A - Alcohol License Application for Bottles Up Mobile Inc d/b/a Weeks Bay Plantation (One-time Special Event on May 16, 2026 and May 17, 2026) [26-0713](#)

Approve the issuance of 140 - Special Events Retail license by the Alabama Alcoholic Beverage Control (ABC) Board for Bottles Up Mobile Inc d/b/a Weeks Bay Plantation, for a one-time special event to be held on May 16, 2026, and May 17, 2026, located at 12562 Mary Ann Beach Road, Fairhope, Alabama 36532.

CA3 Recognition of Disaster & Victim Services as a Search and Rescue Unit in Baldwin County, Alabama, Under Alabama Code Section 45-2-142.01 [26-0704](#)

Based on the recommendation of the Baldwin County Emergency Management Agency Director and at the request of Disaster & Victim Services, the Baldwin County Commission recognizes Disaster & Victim Services as a duly organized and established search and rescue unit, operated as a public service for the benefit of the citizens of Baldwin County, Alabama.

CG1 Interoperability Communications System Agreements with Elsanor Volunteer Fire Department, Rabun Volunteer Fire Department, and Elberta Volunteer Fire Department

[26-0706](#)

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:

Elberta Volunteer Fire Department
Elsanor Volunteer Fire Department
Rabun Volunteer Fire Department

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

CG2 Management Control Agreement with City of Bay Minette Municipal Court for Administration of Computer Systems and Network Infrastructure

[26-0708](#)

Take the following actions:

1) Terminate the Management Control Agreement effective May 5, 2026, between the Baldwin County Commission and the City of Bay Minette Municipal Court approved during the May 16, 2023, Baldwin County Commission Regular Meeting (Agenda Item CH4); and

2) Approve and authorize the Chairman to execute the Management Control Agreement between Baldwin County Commission and City of Bay Minette Municipal Court for the administration of computer systems and network infrastructure which interfaces with the Alabama Criminal Justice Information Center network.

The Agreement shall be effective from the date of full execution for three (3) years, unless terminated by either party with a thirty (30) day written notice.

CG3 Management Control Agreement with City of Bay Minette Police Department for Administration of Computer Systems and Network Infrastructure

[26-0707](#)

Take the following actions:

1) Terminate the Management Control Agreement effective May 5, 2026, between the Baldwin County Commission and the City of Bay Minette Police Department approved during the May 16, 2023, Baldwin County Commission Regular Meeting (Agenda Item CH3); and

2) Approve and authorize the Chairman to execute the Management Control Agreement

between the Baldwin County Commission and City of Bay Minette Police Department for the administration of computer systems and network infrastructure which interfaces with the Alabama Criminal Justice Information Center network.

The Agreement shall be effective from the date of full execution for three (3) years, unless terminated by either party with a thirty (30) day written notice.

CG4 Price Quotation with Carahsoft Technology Corp. for Polimorphic Communication Platform [26-0719](#)

Approve and authorize the Chairman to execute the Price Quotation with Carahsoft Technology Corp. for Polimorphic Communication Platform.

The Price Quotation shall be effective immediately upon the same date as its full execution.

CG5 Sale of Surplus Equipment on GovDeals.com [26-0717](#)

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) Desktops and Power cords
- Lot 2: Ten (10) Desktops and Power cords
- Lot 3: Twelve (12) Desktops and Power cords
- Lot 4: Thirteen (13) Desktops
- Lot 5: Twenty-three (23) Laptops, Twenty-one (21) Docks, and Forty-four (44) Power Supply Units
- Lot 6: One (1) Uninterruptible Power Supply

CN GRANTS

CN1 Allocation of Local Assistance and Tribal Consistency Funds (LATCF) and ARPA Interest Funds [26-0607](#)

Take the following actions:

- 1) Approve the eligible uses and authorize the expenditures of \$39,279.20 in Local Assistance and Tribal Consistency Funds (LATCF) and \$3,046.24 in American Rescue Plan Act (ARPA) interest for the below projects; and
- 2) Authorize the Purchasing Director to issue a Purchase Order to Wittichen Supply Co. in the amount of \$6,447.48 for the purchase of air purifiers and scrubbers in the Bay Minette Courthouse with LATCF; and
- 3) Authorize the Purchasing Director to issue a Purchase Order to Trane Supply Inc., in the amount of \$2,324.00 for the purchase of thermostats in the Bay Minette Courthouse

with LATCF; and

4) Authorize the Accounting Manager to reclass the expenses to Stewart Precision Coatings from Purchase Order Nos. 2026-1149, 2026-1152, 2026-1175, and 2026-1507 in the total amount of \$28,450.00 for the painting services at the Bay Minette Courthouse with LATCF; and

5) Authorize the CIS Department to issue a Purchase Order to Vision Security Technologies in the amount of \$5,103.96 for the purchase of four access-control doors in the Foley Satellite Courthouse with \$2,057.72 in LATCF and \$3,046.24 of interest earned from ARPA funds.

CN2 Resolution #2026-081 - Adoption of the Opioid Settlement Funding Program

[26-0655](#)

Adopt Resolution #2026-081 which approves the Baldwin County Commission Opioid Settlement Program.

CN3 Coroner's Office - FY 2027 Gulf Coast Resource Conservation and Development Council - Community Development Grant Application

[26-0700](#)

Take the following actions:

1) Approve the submittal of the Fiscal Year 2027 Community Development Grant application to the Gulf Coast Resource Conservation and Development Council by staff on behalf of the Baldwin County Coroner's Office, requesting \$20,000.00 for the purchase of Randox toxicology kits; and

2) Authorize the Chairman to sign any other documents related to this grant application.

CO HIGHWAY

CO1 Alabama Gulf Coast Recovery Council, State Expenditure Plan #11: Lillian Park Beach Habitat and Shoreline Protection - Subaward Grant Agreement - Amendment No. 4

[26-0718](#)

Approve and authorize the Chairman to execute the Subaward Grant Agreement - Amendment No. 4 and Disclosure Statement between Alabama Department of Conservation and Natural Resources and Baldwin County Commission for the State Expenditure Plan #11: Lillian Park Beach Habitat and Shoreline Protection project which adds \$60,001.00 in RESTORE funding to the project, corrects an administrative error in the total amount of Federal Funds obligated to Subrecipient, extends the period of performance to December 31, 2028, and revises the milestones accordingly.

CO2 Case No. S-21067 - Dogwood Estates, Phase 1 - Release Maintenance Bond

[26-0709](#)

Authorize staff to release the Surety Document (Maintenance Bond) from Granite Re, Inc., on behalf of Bill Patterson Construction, Inc., for Dogwood Estates Subdivision, Phase 1, in the amount of \$491,082.79 which guarantees 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 Donation of Surplus Equipment to Fort Morgan Volunteer Fire Department

[26-0729](#)

Take the following actions:

1) Approve the donation of a 2018 K&K Message Board (VIN# 1K9BM8016JT244487) to the Fort Morgan Volunteer Fire Department to assist with advance notification of dangerous surf conditions for residents and visitors; and

2) Authorize the Chairman to execute the Fixed Asset Change Form.

CO4 J.M. Wood Auction Company, Inc. - Equipment Auction List

[26-0705](#)

Approve and authorize the Chairman to execute the list of County equipment and vehicles for sale by auction (Exhibit A) at the J.M. Wood Auction Company, Inc., facility in Montgomery, Alabama, on June 16-18, 2026.

CO5 Resolution #2026-091 and Agreement with ALDOT for Operation and Maintenance of Traffic Control Signal on State Highway 104 at Saint Michael Way

[26-0725](#)

Adopt Resolution #2026-091 and approve an Agreement between the Baldwin County Commission and the Alabama Department of Transportation for operation and maintenance of a traffic control signal on State Highway 104 at Saint Michael Way.

CO6 Transfer of Various Equipment

[26-0680](#)

Take the following actions:

1) Approve the transfer of the following equipment from Highway Area 300 Maintenance Barn to Highway Area 200 Maintenance Barn at no cost:

2026 Mack Dump Truck - VIN# 1M2GR4GCXTM054555

2) Approve the transfer of the following equipment from Highway Area 300 Maintenance Barn to Highway Area 100 Maintenance Barn at no cost:

2026 Mack Dump Truck - VIN# 1M2GR4GC1TM054556

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

CO7 Utility Easement with Riviera Utilities for the City of Foley First Responders' Storm Shelter

[26-0727](#)

Approve a Utility Easement granting Riviera Utilities a 15-foot wide easement to provide electricity to the new City of Foley First Responders' Shelter.

CR PERSONNEL

CR1 Custodial Department - Lateral Transfer of Employee

[26-0724](#)

Approve the lateral transfer of Linda Addicks from the part-time Custodian position (#5786) grade 303 (\$15.58 per hour / \$23,494.64 annually) to fill the full-time Custodian position (#1014) grade 303 (\$15.58 per hour / \$32,406.40 annually) to be effective no sooner than May 18, 2026.

CR2 Highway Department (Silverhill) - Promotion of Employee

[26-0722](#)

Approve the promotion of Ryan McKain from the Operator Technician II position (#4080) grade 309 (\$21.21 per hour / \$44,116.80 annually) to fill the open Operator Technician III position (#3004) at a grade 310 (\$22.91 per hour / \$47,652.80 annually) to be effective no sooner than May 18, 2026.

CR3 Probate Office - Personnel Changes

[26-0721](#)

Take the following actions:

1) Approve the lateral transfer of Kelly Turner from the License Revenue Officer I position (#2097) grade 306 (\$19.50 per hour / \$40,560.00 annually) to fill the Probate Customer Service Specialist I position (#384), with no change in pay, to be effective no sooner than May 18, 2026; and

2) Approve the employment of Tonya August to fill the vacant License Revenue Officer I position (#2097) grade 306 (\$17.88 per hour / \$37,190.40 annually) to be effective no sooner than May 11, 2026.

CR4 Revenue Commission - Promotion of Employee

[26-0723](#)

Approve the promotion of Meranda Ferrell from the Collections Technician II position (#5575) grade 307 (\$19.90 per hour / \$41,392.00 annually) to fill the Collections Bookkeeper I position (#5576) at a grade 309 (\$21.49 per hour / \$44,699.20 annually) to be effective no sooner than May 18, 2026.

D PRESENTATIONS

DA GENERAL

DA1 Proclamation - Older Americans Month - May 2026

[26-0608](#)

After Commissioner Gruber read the proclamation, he presented it to Kelly Childress, Council on Aging (COA) Director, and Yolanda Parnell, COA Program Support Specialist.

Ms. Childress discussed this year's theme of "Champion Your Health" and thanked Ms. Parnell for the work she does and for accepting the proclamation on behalf of all senior citizens in Baldwin County.

The Commissioners thanked Ms. Childress and Ms. Parnell for the work they do and discussed services provided by the COA.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt a Proclamation proclaiming the month of May 2026 as Older Americans Month in Baldwin County, Alabama.

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

DA2 Proclamation - Baldwin County BEach SAFE Week - May 18-25, 2026

[26-0679](#)

After Commissioner Underwood read the Proclamation, she presented it to Tom Tyler, EMA Director.

Speaking on behalf of the BEach SAFE Campaign, Mr. Tyler explained the campaign's goal in conjunction with federal, state, and local partners, to engage and educate visitors about the dangers of rip currents. He encouraged visitors to sign up for local surf alerts by texting "AL BEACHES" to 888777.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt a Proclamation proclaiming the week of May 18-25, 2026, as BEach SAFE Week in Baldwin County, Alabama.

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

DA3 Proclamation - Children's Mental Health Awareness Week - May 3-9, 2026

[26-0702](#)

After Commissioner McKenzie read the Proclamation, he presented it to Robin Riggins with AltaPointe Health.

Ms. Riggins thanked the Commissioners for the proclamation and for their support to AltaPointe. Ms. Riggins discussed the stigma surrounding mental health and the importance of recognizing and addressing mental health issues.

The Commissioners discussed the issue of mental health and thanked AltaPointe for the services they provide.

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner Billie Jo Underwood, to adopt a Proclamation proclaiming the week of May 3-9, 2026, as "Children's Mental Health Awareness Week" in Baldwin County, Alabama.

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

E PUBLIC HEARINGS

None.

F OTHER STAFF RECOMMENDATIONS

None.

G ADDENDA

GA GENERAL

GA1 Sales and Use Tax / License Inspection Department - Request for Leave of Absence

[26-0732](#)

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, at the request of the Sales and Use Tax Director, to approve a Leave of Absence for employee #182996 beginning May 4, 2026, 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."

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 11:00 a.m.

The May 5, 2026, Baldwin County Commission Regular meeting adjourned at 11:00 a.m.

A handwritten signature in blue ink, appearing to be "James E. Ball", is located in the lower right quadrant of the page.