



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, February 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 February 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 9:02 a.m. Following the Invocation by Commissioner Underwood, the Pledge of Allegiance was led by Commissioner Gruber.

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.

Chairman Ball recommended Addendum Items GA1 and GA2 be included with the Consent Agenda.

GA1 - Roger Rendleman, County Administrator, explained that the previous Intergovernmental Agreement with municipal libraries will be replaced by a

Memorandum of Understanding (MOU). The MOU ensures continued countywide library courier services regardless of state funding and facilitates sharing of materials among libraries, expanding access for all residents, including those in the unincorporated areas. Materials requested by minors through the courier system require parental or guardian permission.

Solid Waste Disposal Authority of Baldwin County (SWDA) Update by Terri Graham, Director of SWDA

[26-0473](#)

Ms. Graham provided an overview of SWDA services, including recycling, the Materials Recovery Facility (MRF), Center for Hard to Recycle Materials (CHaRM) facilities, renovations at the Bay Minette Transfer Station, and upcoming projects for expansion of MacBride Landfill, and modifications to Magnolia Landfill for improved processing.

GA2 - Chairman Ball clarified that current road work being done on Red Hill Road is unrelated to Red Hill Landfill. The Commission has no plans to reopen the landfill.

The Commissioners and Ms. Graham discussed zoning restrictions prohibiting landfill use, ongoing monitoring, and the Commission not being interested in industrializing the area.

Chairman Ball recommended Addendum Item GA2 be voted on separately rather than included in the Consent Agenda. The Commissioners agreed.

Brad Hicks, County Attorney, noted the Commission also serves as the Waste Siting Board, and any future actions would require Siting Board approval. Mr. Hicks noted the resolution in Addendum Item GA2 states the Commission's intentions regarding Red Hill Landfill for the record.

PUBLIC COMMENTS

Ms. Jennifer Levine discussed the impact on small libraries and Baldwin County citizens resulting from the loss of courier services at the Fairhope Library due to restrictions in the previous municipal library contracts. Ms. Levine expressed appreciation to the Commission for revising the contracts today to ensure the continuation of courier services.

COMMISSIONER REQUESTS

Commissioner Underwood requested the Commission consider ordering flags to display outside public buildings in commemoration of the "America 250" celebration and suggested using historical fund monies or contingency funds.

Chairman Ball asked Roger Rendleman, County Administrator, to look into what this would entail.

SENIOR STAFF REPORTS

None.

COUNTY ATTORNEY'S REPORT

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

ADJOURNMENT OF PRE-MEETING WORK SESSION

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

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

Chairman Ball noted Representative Donna Givens is in attendance to present a resolution in recognition of former Bay Minette Mayor Bob Wills.

It was decided the presentation would be held at the beginning of the Regular meeting at 10:00 a.m.

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 9:29 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 9:29 a.m. and the work session will not reconvene. The Regular meeting will convene at 10:00 a.m.

The February 3, 2026, Baldwin County Commission Work Session adjourned at 9:29 a.m.

REGULAR MEETING (10:00 AM)

Present: 4 - Commissioner James E. Ball, Commissioner Matthew P. McKenzie, Commissioner Billie Jo Underwood, and Commissioner Charles F. Gruber

Absent: 0

Also present were Roger Rendleman, County Administrator; Frank Lundy, County Engineer; and Brad Hicks, County Attorney.

WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE

The Chairman called the meeting to order at 10:01 a.m. Following the Invocation by Pastor Steve Fairley with Summerdale Assembly of God Church, and the Pledge of Allegiance led by Commissioner McKenzie, 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 January 20, 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

[26-0429](#)

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

[26-0428](#)

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 Matthew P. McKenzie, to approve the Consent Agenda including 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 Case No. LV-26001 - Alcohol License Application for Dolgencorp LLC d/b/a Dollar General Store #30010 - CR87, Elberta [26-0361](#)

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 Dolgencorp LLC d/b/a Dollar General Store #30010 located at 16946 County Road 87, Elberta, Alabama 36530.

CA2 Rosinton School 20th Annual 5K Armadillo Dash [26-0422](#)

Approve the request from Rosinton School for the use of County Road 64, County Road 69, County Road 62 and County Road 71, in Robertsedale, Alabama, as a detour route for the 20th Annual 5K Armadillo Dash on Saturday, March 7, 2026, beginning at 8:45 a.m. and ending approximately at 10:00 a.m.

CA3 Appropriation of Funds from Historic Parks Fund to Historic Blakeley State Park and Fort Mims Restoration Association [26-0423](#)

As authorized by Section 45-2-244.183 of the Code of Alabama (1975), take the following actions:

1) Adopt Resolution #2026-049, which appropriates funds from the Historic Parks Fund to the following organizations in Baldwin County:

Historic Blakeley State Park (\$5,000)
Fort Mims Restoration Association (\$5,000)

2) Determine that said appropriations serve a public purpose and benefit public historic preservation purposes for the citizens of Baldwin County, Alabama.

CA4 Petition to Authorize the Incorporation of The Point Clear Club Improvement District

[26-0437](#)

Take the following actions:

1) Adopt Resolution #2026-048, approving a Written Petition for Authority to Incorporate an Improvement District in Baldwin County, Alabama, which hereby finds and determines that the written petition by Point Clear Club Land, LLC has been duly made and filed with the County, that such written petition was signed by the authorized representative of the Owner and that the petition properly requests the necessary authority to incorporate an improvement district "The Point Clear Club Improvement District" under Chapter 99A of Title 11 of the Code of Alabama 1975, as amended.

2) Appoint the following initial members of The Point Clear Club Improvement District Board of Directors:

Name	Term Begins	Term Ends
Jason Tickle	February 3, 2026	February 3, 2030
Carter Bryars	February 3, 2026	February 3, 2031
Justin Weintraub	February 3, 2026	February 3, 2032

CA5 Request for Additional Voting Precinct Election Officials for 2026 Statewide General Election Cycle

[26-0180](#)

At the request of the Judge of Probate, authorize the Elections Appointing Board to appoint an additional 217 precinct election officials for the 2026 Statewide General Election Cycle (Primary, Run-off (if applicable), and General Elections), with the appointments by the board not to exceed 700 workers total.

CE BUDGET/PURCHASING

CE1 Competitive Bid #WG25-07 - Provision of Guardrail Installation and Repair on County Right-of-Ways for the Baldwin County Commission

[26-0407](#)

Extend the Contract for Competitive Bid #WG25-07 for the Provision of Guardrail Installation and Repair on County Right-of-Ways with C & H Construction Services, LLC, for an additional twelve (12) months at the same prices and terms stated in the bid specifications as awarded on February 18, 2025.

The Contract extension will expire on February 18, 2027.

CE2 Competitive Bid #WG26-13 - Provision of Delineator Post and Mounting Kits for the Baldwin County Commission [26-0427](#)

Award Bid #WG26-13 - Provision of Delineator Post and Mounting Kits to Safety Zone Holdings, Inc. dba Safety Zone Specialists per the Award Listing.

CE3 Project No. HW24087 - Renovations to Baldwin County Central Annex II Building Located in Robertsedale, Alabama, for the Baldwin County Commission [26-0442](#)

Award the bid for Project No. HW24087 - Renovations to Baldwin County Central Annex II Building Located in Robertsedale, Alabama, to the lowest responsible bidder, RE Johnson General Contractors, LLC, in the Bid Amount \$182,800.00; Construction Time: 90 working days; and authorize the Chairman to execute the Contract.

CE4 Project No. HW25106 - County Road 68 Pedestrian Safety Improvements 900 Feet East of Baldwin Beach Express for the Baldwin County Commission [26-0443](#)

Reject all bids received for Project No. HW25106 - County Road 68 pedestrian safety improvements 900 feet east of Baldwin Beach Express due to the bid amounts received exceeding the budgeted amount.

CH COMMUNICATIONS/INFORMATION SYSTEMS (CIS)

CH1 Interoperability Communications System Agreements with Gateswood Volunteer Fire Department and Fort Morgan Volunteer Fire Department [26-0424](#)

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 Communications System:

Gateswood Volunteer Fire Department
Fort Morgan Volunteer Fire Department

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

CJ ELECTED OFFICIALS

CJ1 Revenue Commission - Engagement Agreement with Murchison & Newcomb, L.L.C. for Legal Services [26-0410](#)

Approve and authorize the Chairman to execute an Engagement Agreement between the Baldwin County Commission and Murchison & Newcomb, L.L.C. to represent the Baldwin County Revenue Commission on matters including but not limited to property tax appeals at a billable rate of \$250.00 per hour.

This Agreement hereby supersedes and replaces in its entirety the Engagement Agreement between the Baldwin County Commission and Murchison & Newcomb, L.L.C. previously approved February 24, 2023, and shall commence upon full execution and approval by the Baldwin County Commission and terminate at any time with or without cause by written notification.

CO HIGHWAY

CO1 Case No. SFP25-000019 - South Bend Village, Phase 1 - Road Acceptance [26-0433](#)

Take the following actions regarding Subdivision Case No. SFP25-000019 - South Bend Village, Phase 1, 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
Bettis Road	660 ft	20 ft
Theismann Drive	505 ft	20 ft
Montana Way	1,116 ft	20 ft
Quinn Road	461 ft	20 ft
Lamonica Lane	836 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 Philadelphia Indemnity Insurance Company, on behalf of 68V South Bend Village 2023, LLC, in the amount of \$712,244.58 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 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW08392 - Boros Road (Tract 15) [26-0441](#)

Take the following actions:

1) Accept 2.744 acres on Boros Road (Tract 15) as a right-of-way donated to Baldwin

County by Jerald Ernest Kichler and Teresa Johnson Kichler aka Jerald E. Kichler and Teresa J. Kichler on July 18, 2025 (Instrument No. 2200973 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 Transfer of Various Vehicles and Equipment

[26-0431](#)

Take the following actions:

1) Approve the transfer of the following equipment from Highway Area 100 Maintenance Barn to Highway Traffic Operations at no cost:

2025 K&K Message Board - S/N 1K9BM6018ST244271

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2) Approve the transfer of the following vehicle from Highway Area 200 Maintenance Barn to Highway Area 100 Maintenance Barn at no cost:

2026 Kenworth T880 Dump Truck - VIN 1NKZX4TX6TJ212157

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

2026 Kenworth T880 Dump Truck - VIN 1NKZX4TX3TJ212147

2026 Kenworth T880 Dump Truck - VIN 1NKZX4TXXTJ212131

4) Approve the transfer of the following vehicle from Probate Judge to Probate Elections at no cost:

2020 Ford Expedition - VIN 1FMJU1HT0LEA67519

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

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

[26-0374](#)

Take the following actions:

1) Approve a Reimbursable Utility Agreement between the Baldwin County Commission and Baldwin County Sewer Service LLC for the relocation of utilities to complete the widening and intersection improvements on County Road 64 from State Road 181 to Montelucia Way. The estimated in-kind cost of this relocation is \$1,680,861.50 with the Eastern Shore Metropolitan Planning Organization funding 80% (\$1,344,689.20) and

Baldwin County funding the remaining 20% (\$336,172.30); and

2) Approve a Reimbursable Utility Agreement between the Baldwin County Commission and City of Fairhope Utilities for the relocation of utilities to complete the widening and intersection improvements on County Road 64 from State Road 181 to Montelucia Way. The total estimated cost of this relocation is \$415,937.50 with the Eastern Shore Metropolitan Planning Organization funding 80% (\$332,750.00) and Baldwin County funding the remaining 20% (\$83,187.50).

CR PERSONNEL

CR1 Revenue Commission - Personnel and Position Changes

[26-0439](#)

Take the following actions:

1) Approve the employment of Shameria Hartley to fill the open Assessment Technician I position (#169), grade 306 (\$17.88 per hour / 37,190.40 annually); and

2) Approve the employment of Randi Valencia to fill the open Collections Technician I position (#5768), grade 306 (\$17.88 per hour / 37,190.40 annually); and

3) Approve the promotion of Melissa Harper from the Real Property Appraiser I position (#5519) grade 311 (\$26.57 per hour / \$55,265.60 annually) to fill the open Real Property Appraiser II position (#5641) at a grade 312 (\$28.70 per hour / \$59,696.00 annually); and

4) Reclassify the Assessment Technician II position (#5711) grade 307 (\$18.71 - \$30.13 per hour) to an Assessment Specialist I position, grade 309 (\$20.04 - \$32.28 per hour); and

5) Approve the promotion of Vivian Ireland from the Assessment Technician II position (#5711) grade 307 (\$21.19 per hour / \$44,075.20 annually) to fill the Assessment Specialist I position (#5711) at a grade 309 (\$22.89 per hour / \$47,611.20 annually); and

6) Approve the updated organizational chart for Revenue Commission (Assessment Division).

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

GA GENERAL

GA1 Replacement of Intergovernmental Agreements with Memorandums of Understanding Related to Courier Service Provided by the Baldwin County Commission for Participating Municipal Public Libraries in Baldwin County

[26-0448](#)

Take the following actions:

1) Adopt Resolution #2026-051 terminating the Intergovernmental Agreements for Public Library Access System to provide shared services in Baldwin County, Alabama, and approving Memorandums of Understanding between the County Commission and participating municipal public libraries; and

2) Authorize the Chairman to execute a Memorandum of Understanding with the Baldwin County Commission and participating municipal public libraries in Baldwin County to establish a cooperative framework for the operation of a countywide library courier system that facilitates the sharing and delivery of library materials among participating libraries, thereby expanding access to library resources for residents of Baldwin County, including those in unincorporated areas.

This MOU supersedes and makes null and void the previous Intergovernmental Agreement between the County Commission and the municipal library boards, approved on November 19, 2024.

D PRESENTATIONS

DA GENERAL

Presentation of Resolution to former Bay Minette Mayor Bob Wills by Representative Donna Givens

Representative Donna Givens, on behalf of the Baldwin County Legislative Delegation, presented a Resolution to former Mayor Bob Wills in recognition of his years of dedicated service and leadership for the City of Bay Minette.

Mr. Wills expressed his gratitude to Representative Givens for the recognition and her continued efforts in the State Legislature on behalf of Baldwin County. Mr. Wills acknowledged Mr. Tim Russell, former Mayor of Foley and former Baldwin County Probate Judge, for his years of public service.

DA1 Employees of the Quarter for 4th Quarter 2025

[26-0440](#)

Bo Bonner, Assistant Personnel Director, Renee Hawsey, Administrator of Motor Vehicles, Tags, and Licenses, Tom Tyler, EMA Director, Mark Acreman, Assistant County Engineer, Tucker Stuart, Operations Manager, Pete Peterson, Maintenance Manager, John Lundy, Area Supervisor, and Kristen Rawson, Assistant Administrative Services Manager presented certificates recognizing the following employees as Employees of the Quarter for the Baldwin County Commission:

Jaime Burkett, Senior License Revenue Officer, Probate
Devin Gregis, License Revenue Officer I, Probate
Connie Merchant, Facilities Coordinator / Environmental Services, Emergency Management Agency
Amanda Brannan, Operations Support Specialist II, Highway Department

Belinda Ramey, Operations Support Specialist II, Highway Department
Braylee Austin, Administrative Support Specialist IV, Commission Administration

The Commissioners thanked the employees recognized for their service and dedication to Baldwin County.

- DA2** Proclamation - Support for Local Organizations Celebrating America's 250th Birthday and Designating the Year 2026 as "America 250 Celebration and Historical Heritage Recognition Period" in Baldwin County, Alabama [26-0438](#)

After Commissioner Underwood read the proclamation, she presented it to members of the Baldwin County America 250 Committee, the Sons of the American Revolution, the Daughters of the American Revolution, the Baldwin County Historical Society, and the Baldwin County Genealogical Society.

Mr. Mike Bunn discussed the history of America and Baldwin County, and upcoming events in collaboration with local organizations to commemorate America's 250th anniversary. Mr. Bunn highlighted activities at Historic Blakeley State Park, the site of the largest Civil War battle in Alabama, including battle reenactments and other historical programs.

Mr. Tim Russell acknowledged veterans and members of the organizations present today and expressed his gratitude for the County Commission's continued support.

The Commissioners thanked the organizations for their efforts and initiative to make the "America 250" celebration an important event for Baldwin County and a great opportunity for all citizens to honor and appreciate Baldwin County's rich history.

- DA3** Coroner's Office - FY 2024-2025 Annual Report [26-0420](#)

Dr. Brian Pierce, Coroner, presented the Baldwin County Coroner's Office Annual Report for Fiscal Year 2024-2025.

The Commissioners thanked Dr. Pierce and the Coroner's Office staff for their service to the citizens of Baldwin County.

- DA2** Proclamation - Support for Local Organizations Celebrating America's 250th Birthday and Designating the Year 2026 as "America 250 Celebration and Historical Heritage Recognition Period" in Baldwin County, Alabama - Cont. [26-0438](#)

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner Billie Jo Underwood, to adopt a proclamation which proclaims 2026 as "America 250 Celebration and Historical Heritage Recognition Period" in Baldwin County, Alabama, to formally recognize and support local organizations celebrating America's 250th birthday, and to encourage continued collaboration in educational and historical initiatives.

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

GA2 Resolution #2026-052 - Desire of Baldwin County Commission for Red Hill Landfill to Remain Permanently Closed [26-0447](#)

After Roger Rendleman, County Administrator, read the resolution, the Commission took the following action:

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to adopt Resolution #2026-052 expressing the Baldwin County Commission's staunch opposition to any future effort or attempt to re-open the Red Hill Landfill and desire that Red Hill Landfill remain permanently closed.

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

Mr. Dan Armstrong, Vice President of the General Galvez Chapter of the Sons of the American Revolution, requested a letter of support from the County Commission for installation of commemorative historical signage along the Interstate 10 corridor in Mobile and Baldwin Counties recognizing American Revolutionary War battle sites to educate the traveling public about Alabama's profound historical contribution to the nation's founding.

Chairman Ball requested Commission Administration staff to coordinate the request for a letter of support.

I COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

Baldwin County 2025 End of Year Review

[26-0472](#)

Frank Lundy, County Engineer, presented the Baldwin County 2025 End of Year Review highlighting projects completed by the Highway Department in 2025.

J ADJOURNMENT

Chairman Ball said the February 3, 2026, Regular meeting is adjourned at 11:25 a.m.

The February 3, 2026, Baldwin County Commission Regular meeting adjourned at 11:25 a.m.

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