



Baldwin County Commission Work Session  
Meeting Minutes

Tuesday, November 7, 2023  
8:30 AM

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

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All supporting documentation for the minutes can be viewed here: <https://baldwincountyal.legistar.com>

**Commissioners present:**

District 1 – Commissioner James E. Ball  
District 2 – Commissioner Matthew P. McKenzie  
District 3 – Commissioner Billie Jo Underwood  
District 4 – Commissioner Charles F. Gruber

**Commissioners absent:**

None.

**Also present:**

Roger Rendleman, County Administrator  
Brad Hicks, County Attorney  
Frank Lundy, County Engineer

The Baldwin County Commission met for a work session (pre-Commission meeting) on Tuesday, November 7, 2023, at 8:30 a.m. at the Baldwin County Administration Building, County Commission Meeting Chambers.

**WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE**

The Chairman called the meeting to order at 8:35. Following the Invocation by Commissioner Matthew P. McKenzie, the Pledge of Allegiance was led by Commissioner Charles F. 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.

**CE10** – Replacement Attachment due to revised Agreement with corrected Appraisal office address.

**CR12** – Staff Recommendation #1 removed at the request of staff.

**CR13** – Item removed from Agenda at the request of staff.

**FM1** – Discussion took place regarding Item FM1 being an annual agenda item for authorization of Chairman and Clerk/Treasurer to sign bank documents. It was decided Item FM1 would be moved to the Consent Agenda.

## **COMMISSIONER REQUESTS**

None.

## **SENIOR STAFF REPORT**

Matthew Brown, Planning Director, discussed proposed changes to the subdivision regulations to initiate land suitability standards in unzoned areas, and suggested public input meetings be held to inform the public and get feedback regarding the proposed changes.

Further discussion took place regarding the proposed changes, impacts to unzoned areas, and the importance of the public input meetings being well advertised.

It was decided the proposal should move forward and public input meetings be scheduled and advertised widely so that the public is well informed.

## **COUNTY ATTORNEY'S REPORT**

Brad Hicks, County Attorney, said there are four items for the Commissioners to discuss in an executive session and recommended the executive session be held following the work session meeting.

## **ADJOURNMENT OF PRE-MEETING WORK SESSION**

Mr. Hicks recommended the Commission adjourn the meeting and convene in an executive session to:

- 1) Discuss the general reputation and character, physical condition, professional competence, or mental health of individuals, or, subject to the limitations set out herein, to discuss the job performance of certain public employees; and
- 2) 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; and
- 3) to discuss the consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property; and
- 4) to discuss preliminary negotiations involving matters of trade or commerce in which the governmental body is in competition with private individuals or entities or other governmental bodies in Alabama or in other states or foreign nations or to discuss matters or information of the character defined or described in the Alabama Trade Secrets Act.

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.

Mr. Britton Bonner, County Legal Counsel, said he is an attorney licensed to practice law in the State of Alabama and confirmed the matters are appropriate for an executive session with regard to pending litigation and matters involving economic development regarding trade secrets that if disclosed outside of an executive session would be to a competitive disadvantage to those involved.

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner James E. Ball, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:07 a.m. to:

- 1) Discuss the general reputation and character, physical condition, professional competence, or mental health of individuals, or, subject to the limitations set out herein, to discuss the job performance of certain public employees; and
- 2) 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; and

- 3) to discuss the consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property; and
- 4) to discuss preliminary negotiations involving matters of trade or commerce in which the governmental body is in competition with private individuals or entities or other governmental bodies in Alabama or in other states or foreign nations or to discuss matters or information of the character defined or described in the Alabama Trade Secrets Act.

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 Underwood said the November 7, 2023, Baldwin County Commission Work Session meeting is adjourned into an executive session at 9:07 a.m. and the Commission will not reconvene.

A handwritten signature in black ink that reads "Billie Jo Underwood". The signature is written in a cursive, flowing style.