



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, May 6, 2025

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 6, 2025, 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 Chairman 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.

COMMISSIONER REQUESTS

Commissioner Underwood discussed upcoming renovations to Central Annex I in Robertsdale providing an opportunity to reconfigure the parking areas to allow better traffic flow and additional parking spaces, and updating the building signage.

Commissioner Underwood requested the Commission approve staff to begin looking into the costs.

Discussion took place regarding appointing a County Commissioner to the Baldwin County Emergency Communication District (911 Board). It was decided it was not appropriate at this time since the board is working well as it is right now.

Commissioner Underwood discussed having expired terms for members on boards and suggested reaching out to the boards requesting recommendations on appointments.

It was decided that Sheriff Lowery and Raymond Lovell would be reappointed to the 911 Board and Item FA1 would be moved to the Consent Agenda.

SENIOR STAFF REPORTS

FY2025 Budget Overview by Beth Hodges, Budget Director

Ms. Hodges provided the FY2025 mid-year budget review, including an overview of major revenue sources, economic indicators, and operations utilization.

Discussion took place regarding fund reserves, the Commission continuing its conservative approach during the upcoming budget cycle, and prioritizing budget decision items.

CDBG-DR Program Update by Brian Underwood, Grants Director

Mr. Underwood provided an update of the CDBG-DR Program and discussed the timelines. Mr. Underwood noted negotiations have begun with service providers to assist with facilitation of program implementation through administrative services and program delivery support.

Discussion took place regarding the criteria for approval of grant applications, establishing a committee to assist with application review, utilizing the County website for press releases advertising the program to the public.

COUNTY ATTORNEY'S REPORT

Brad Hicks, County Attorney, said there is one item 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.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:42 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 McKenzie said the work session will not reconvene. The Regular meeting will begin at 10:00 a.m.

The May 6, 2025, Baldwin County Commission Work Session adjourned at 9:42 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 10:00 a.m. Following the Invocation by Steve Pettis, Pastor of Bay Assembly, Bay Minette, and the Pledge of Allegiance led by Commissioner Ball, 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 15, 2025, 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

[25-0717](#)

Motion by Commissioner James E. Ball, 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

[25-0716](#)

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner James E. Ball, 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 McKenzie noted Item FA1 has been added to the Consent Agenda.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to approve the Consent Agenda including Item FA1.

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

[25-0699](#)

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

City of Fairhope Ordinances No. 1826, No. 1827, and No. 1830
City of Foley Ordinance No. 25-2005-ORD
Town of Summerdale Ordinance No. 710-25

CA2 Letter of Support for Brightspeed - ADECA Grant to Expand Broadband Services

[25-0748](#)

Approve and authorize the Chairman to execute a letter of support for Brightspeed's Broadband Equity Access and Deployment Program (BEAD) grant application through Alabama Department of Economic and Community Affairs (ADECA) to bring fiber broadband to unserved and underserved areas of Baldwin County.

CA3 Letter of Support for Mediacom - ADECA Grant to Expand Broadband Services

[25-0746](#)

Approve and authorize the Chairman to execute a letter of support for Mediacom's Broadband Equity Access and Deployment Program (BEAD) grant application through Alabama Department of Economic and Community Affairs (ADECA) to expand high-speed Fiber to the Home (FTTH) broadband access to unserved or underserved homes.

CA4 Agreement with OverDrive, Inc. for Baldwin County Public Library System - Camellia Net Consortium for Digital Library Services

[25-0753](#)

Approve the Digital Library Reserve Application Services Agreement with OverDrive, Inc. for the Baldwin County Public Library System's Participation in Camellia Net Consortium for Digital Library Services in the amount of \$6,000 (annual fee), for a twelve (12) month term commencing on June 1, 2025.

CA5 Voting Administration - Agreement with 3Circle Church (Voting Precinct No. 43) - Use of Facility and Provision of Professional Cleaning Services

[25-0545](#)

Related to Baldwin County Voting Location 3Circle Church (Precinct No. 43), take the following actions:

- 1) Approve the Agreement between the Baldwin County Commission and 3Circle Church for professional cleaning services after elections commencing June 19, 2025, and expiring June 19, 2028; and
- 2) Authorize County Personnel to accomplish external grounds cleaning for Baldwin County Voting Precinct No. 43 after elections; and
- 3) Authorize the expenditure of \$235.00 per location for professional cleaning services.

CA6 Resolution #2025-116 - Authorizing the Incorporation of The Industrial Development Authority of Baldwin County

[25-0732](#)

Adopt Resolution #2025-116 authorizing the incorporation of The Industrial Development Authority of Baldwin County and appointing the following individuals as the initial directors of The Industrial Development Authority of Baldwin County for a term commencing on the date of incorporation and ending on December 31, 2028:

- 1) Tim Russell
- 2) Clark Stewart
- 3) Karen Moore
- 4) Dale Siebert
- 5) Chris Haney
- 6) Mark Ingram
- 7) Karmen Still
- 8) Jason Padgett

CC ARCHIVES AND HISTORY

CC1 Resolution #2025-115 - Appropriation from Historic Parks Fund to Fort Mims Restoration Association, Inc.

[25-0731](#)

Related to a request from the Fort Mims Restoration Association, Inc., adopt Resolution #2025-115 which approves the appropriation of \$13,500.00 from the Historic Parks Fund in the Baldwin County Fiscal Year 2025, to the Fort Mims Restoration Association, Inc., for repairs and preservation efforts.

CC2 Resolution #2025-117 - Appropriation from Historic Parks Fund to Fort Mims Restoration Association, Inc. for Fort Mims Re-enactment and Living History Event on August 29-31, 2025

[25-0740](#)

Adopt Resolution #2025-117, authorizing an appropriation of \$10,950.00 from the Historic Parks Fund to the Fort Mims Restoration Association, Inc. for the Fort Mims Re-enactment and Living History Event on August 29-31, 2025.

CE BUDGET/PURCHASING

CE1 Competitive Bid #WG23-29 - Provision of Emulsified Asphalt (Bituminous Materials) for the Baldwin County Commission [25-0704](#)

Extend Bid #WG23-29 for the Provision of Emulsified Asphalt (Bituminous Materials) with Blacklidge Emulsions, Inc., for an additional twelve (12) months with the same prices, terms, and conditions stated in the original bid award on May 16, 2023. The bid extension will expire May 16, 2026.

CE2 Competitive Bid #WG25-08 - Construction of New Baldwin County District Attorney Building Located in Bay Minette, Alabama, for the Baldwin County Commission [25-0760](#)

Approve and authorize the Chairman to execute Change Order #1, to furnish and install 147 helical piles and follow revised structural drawings, in the amount of \$161,898.70 with Rolin Construction, Inc., on the Construction of the New Baldwin County District Attorney Building located in Bay Minette, Alabama.

The total cost for the helical piles is \$261,898.70. \$100,000.00 of this cost will be paid from the project contingency allowance of \$175,000.00 that was included in the bid amount, leaving a balance of \$75,000.00.

CE3 Competitive Bid #WG25-12A - Provision of Fence Installation and Repair on County Right-of-Ways for the Baldwin County Commission [25-0705](#)

Award Bid #WG25-12A for the Provision of Fence Installation and Repair on County Right-of-Ways to Harris and Company, LLC, as per the Award Listing and authorize the Chairman to execute the Contract. (Contract is effective immediately upon the same date as its full execution for twelve (12) months with the option of two (2) additional twelve (12) month renewals).

CE4 Competitive Bid #WG25-23 - Purchase and Installation of Intelligence-Led Policing Equipment and Software for the Baldwin County Sheriff's Office [25-0726](#)

Award Bid #WG25-23 for the Purchase and Installation of Intelligence-Led Policing Equipment and Software to ProTecVideo, LLC, as per the Award Listing and authorize the Chairman to execute the Contract. (Contract effective immediately upon the same date as its full execution for twelve (12) months.)

CE5 Contract Extension for Competitive Bid #WG23-30A - Land Management and Herbicide Application of the Baldwin County Mitigation Bank Area, Gulf Shores, Alabama, for the Baldwin County Commission [25-0700](#)

Approve the extension of the Contract with Eco-Restore, LLC, for the Land Management and Herbicide Application of the Baldwin County Mitigation Bank Area, located in Gulf Shores, Alabama, project at no additional charge to the County. (Contract extension effective until May 1, 2026.)

CE6 Contract Relating to Request for Qualifications (RFQ) for Engineering / Environmental Services for Dirt Road Paving Project - Bruhn Road from County Road 87 to Breman Road for the Baldwin County Commission

25-0745

Approve and authorize the Chairman to execute the Contract with Thompson Engineering, Inc., for the Engineering / Environmental Services for the Dirt Road Paving Project - Bruhn Road from County Road 87 to Breman Road in the estimated amount of \$198,000.00.

CE7 Construction of Miscellaneous Protective Partitions at Various Buildings for the Baldwin County Commission

25-0730

Approve and authorize the Chairman to execute Change Order #1 with TripTek Construction, LLC, in the credit amount of (\$10,000.00) on the Construction of Miscellaneous Protective Partitions at Various Buildings.

CE8 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

25-0706

Approve Allowance Authorization No. 2 with Tindle Construction, LLC, in the amount of \$12,500.26 for adding conduit, wall boxes, and Cat 6 cable for the intercoms in the padded cells, 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, and authorize the Chairman to execute the Allowance Authorization Form.

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

CE9 Construction of New Outdoor Atrium at Baldwin County Courthouse
Located in Bay Minette, Alabama, for the Baldwin County Commission

25-0713

Approve and authorize the Chairman to execute Allowance Authorization No. 2 with Tindle Construction, LLC, in the amount of \$15,751.18 to over excavate and install lean concrete at exterior foundations due to existing soil conditions, with no change to the original contract amount, for the Construction of New Outdoor Atrium at the Baldwin County Courthouse located in Bay Minette, Alabama.

Allowance cost will be paid from contract contingency allowance that was included in the

bid amount.

CE10 Request for Proposals (RFP) for Hazardous Waste Cleanup Services for the Baldwin County Commission

[25-0707](#)

Take the following actions:

- 1) Approve the Request for Proposals (RFP) for Hazardous Waste Cleanup Services and authorize the Purchasing Director to advertise the RFP; and
- 2) Further, authorize the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the RFP is advertised.

CE11 Roof Repairs to Historic Native American Homes Located at Bicentennial Park for the Baldwin County Commission

[25-0743](#)

Approve and authorize the Chairman to execute Change Order #1 in the amount of \$11,200.00 with Tindle Construction, LLC, on Roof Repairs to the Historic Native American homes located at Bicentennial Park to remove existing trusses on all four buildings (leaving ridge board & eave plate), cut ridge board and eave plate overhang down from 2' to 1', remove rot and install new treated roughcut 2x6's on 36" centers to keep the historic look.

CE12 Quotes for Purchase and Installation of New Flooring in Baldwin County Satellite Courthouse Located in Foley, Alabama, for the Baldwin County Commission

[25-0702](#)

Take the following actions:

- 1) Authorize the Purchasing Director to issue a Purchase Order to Shaw Industries, Inc., in the amount of \$47,508.69 for the purchase of the new flooring which is being purchased off the Sourcewell National Contract; and
- 2) Approve and authorize the Chairman to execute the Public Works Contract and Certificate of Compliance with Delta Flooring, Inc., in the amount of \$54,547.00 for labor only to install the new flooring in the Foley Satellite Courthouse.

CE13 Resolution #2025-114 and Construction of a New Female Housing Addition to Baldwin County Corrections Center and Renovations of Adjacent Buildings Located in Bay Minette, Alabama

[25-0724](#)

Take the following actions:

- 1) Adopt Resolution #2025-114 amending the Fiscal Year 2025 Budget (Resolution

#2024-158 and Resolution #2024-159, adopted on September 17, 2024) to accommodate a change order for the New Corrections Facility Project (BP20001); and

2) Approve and authorize the Chairman to execute Change Order #3 to furnish and install conduit and cabling for door interlocks in the amount of \$72,968.00 with Wharton-Smith, Inc., on the construction of the new Female Housing Addition to the Baldwin County Corrections Center located in Bay Minette, Alabama.

CE14 Resolution #2025-109 - Amending FY 2025 Mid-year Budget Adjustment Transfers and Reallocations

[25-0673](#)

Adopt Resolution #2025-109 amending the Fiscal Year 2025 Budget (Resolution #2024-158 and Resolution #2024-159, adopted on September 17, 2024) in order to authorize the reallocation of FY25 funding.

CE15 Resolution #2025-110 - Amending FY 2025 Mid-year Budget Adjustments

[25-0653](#)

Adopt Resolution #2025-110 amending the Fiscal Year 2025 Budget (Resolution #2024-158 and Resolution #2024-159, adopted on September 17, 2024) in order to allocate additional funds and reallocate budgeted funds for the mid-year adjustments.

CH COMMUNICATIONS/INFORMATION SYSTEMS (CIS)

CH1 Sale of Surplus Equipment on GovDeals.com

[25-0737](#)

Authorize the sale of the following equipment from the Communications and Information Systems (CIS) Department by online auction on GovDeals.com:

Lot 1: Ten (10) Laptops, Ten (10) Docking Stations, Nineteen (19) Power Supply Units, and Two (2) Printers

Lot 2: Ten (10) Computers, Six (6) Monitors, Two (2) Printers, and Eighteen (18) Power Cables

CN GRANTS

CN1 Third Amendment to Contract for Professional Services with MB3 Inc. d/b/a Civix for Planning Phase of General Grant and Management, Project Management, and Capacity Building for CDBG-DR Subaward for Baldwin County Commission

[25-0709](#)

Approve the Third Amendment to Contract for Professional Services with MB3 Inc. d/b/a Civix for the Planning Phase of the General Grant and Management, Project Management, and Capacity Building for the Community Development Block Grant - Disaster Recovery (CDBG-DR) Subaward.

The following clauses have been added to Section 6.5 of the agreement and included in Attachment A:

- a) Title VI, Civil Rights Act of 1964
- b) Section 109, Housing & Community Development Act of 1974
- c) Section 504 Rehabilitation Act of 1973
- d) Age Discrimination Act of 1975
- e) Equal Employment Opportunity
- f) Section 3 Compliance
- g) Section 3 Plan
- h) Section 402 of the Vietnam Veterans Act
- i) Alabama Beason-Hammon Act
- j) Conflict of Interest
- k) Audits, Records keeping and retention

The term and cost of the contract remain unaffected by this Amendment.

CO HIGHWAY

CO1 Change in Functional Classification of Langford Road, Portion of County Road 32 and Portion of County Road 3 (Section Street) [25-0741](#)

Take the following actions:

- 1) Adopt Resolution #2025-102 regarding the functional reclassification of Langford Road (from County Road 48 to State Route 104) from a Local Road to a Minor Collector; and
- 2) Adopt Resolution #2025-103 regarding the functional reclassification of County Road 32 (from Scenic Highway 98 to Greeno Road) from a Minor Arterial to a Major Collector; and
- 3) Adopt Resolution #2025-104 regarding the functional reclassification of County Road 3 (Section Street) (from County Road 32 to County Road 34) from a Minor Arterial to a Major Collector; and
- 4) Approve the Assistant County Engineer to send letters of request and all required documentation to ALDOT for the functional reclassification of Langford Road, a portion of County Road 32, and a portion of Country Road 3 (Section Street).

CO2 Contract for Right-of-Way Acquisition Appraisals [25-0739](#)

Approve a Contract between the Baldwin County Commission and Brandon J. Beaird, with Beaird Organization, LLC, for right-of-way acquisition appraisals on future Highway Department projects.

The Contract will be effective on June 1, 2025 (pending full execution by both parties), and terminate on June 1, 2027, or upon five (5) days written notice by either party.

C03 Development Agreement with Central Baldwin Management Group-CDA, LLC, for Funding of Turn Lane on County Road 64

25-0747

Approve and authorize the Chairman to execute the Development Agreement between the Baldwin County Commission and Central Baldwin Management Group-CDA, LLC, for funding of a turn lane on County Road 64.

This Agreement shall be effective upon the date of full execution by both parties and shall be for twenty-four (24) months from its effective date unless terminated by the County upon the delivery of a thirty (30) day notice via certified mail.

C04 FY 2026 Alabama Coastal Area Management Program Grant Application

25-0750

Take the following actions:

- 1) Approve the submittal of the Alabama Coastal Area Management Program (ACAMP) grant application by Highway Department Staff on behalf of the Baldwin County Commission requesting \$50,000.00 in grant funds for improvements to the Mullet Point Park boat launch; and
- 2) Authorize the Chairman to sign any other documents related to this grant application.

C05 Intergovernmental Service Agreement with City of Spanish Fort for Mowing of Certain Roads Inside Spanish Fort City Limits

25-0742

Approve an Intergovernmental Service Agreement between the Baldwin County Commission and the City of Spanish Fort for Area 100 Maintenance Crews to mow the following roads inside the corporate limits of the City of Spanish Fort:

Bromley Road
County Road 39
D'Olive Road
Jimmy Faulkner Drive

The City of Spanish Fort will be billed quarterly for the actual cost of the work performed. The term of this Agreement shall be twenty-four (24) months from the date of full execution of both parties and may be terminated as set forth therein.

C06 J.M. Wood Auction Company, Inc. - Equipment Auction List

25-0701

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 10-12, 2025.

CO7 License Agreement #25007 - Pine Acres Road Right-of-Way, Daniel Styron Lane Right-of-Way, Helton Drive Right-of-Way and Sims Drive Right-of-Way

[25-0735](#)

Take the following actions:

1) Approve License Agreement #25007 permitting Point Broadband Fiber Holding, LLC, to install fiber optic cable on the following unmaintained rights-of-way in Foley and Gulf Shores, Alabama:

Pine Acres Road - 381 feet
Daniel Styron Lane - 1,162 feet
Helton Drive - 70 feet
Sims Drive - 250 feet

2) Authorize the County Engineer to execute Utility Permit #25201-F.

The term of this Agreement shall commence on the date of full execution. License for installation shall terminate at 11:59 p.m. on October 31, 2025. License for maintenance shall be indefinite according to the terms of the Agreement.

CO8 Resolution #2025-118 - Transfer of Portion of County Road 65 to City of Foley

[25-0749](#)

Adopt Resolution #2025-118 authorizing the transfer of ownership, maintenance, and responsibility for a portion of County Road 65 from 620 feet north of Airport Road to 1,316 feet south of Airport Road to the City of Foley.

CO9 Standard On Call Contracts for Engineering and Related Services

[25-0744](#)

Based on Baldwin County Commission Policy #9.10, approve a standard on call contract with each of the following engineering firms for engineering and related services that are estimated less than or equal to \$100,000.00 and budgeted in the current fiscal year budget:

Allen Engineering and Science, Inc.
Driven Engineering, Inc.

The contracts shall be effective upon full execution and terminate upon twelve (12) months or thirty (30) days written notice by either party.

CR PERSONNEL

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

[25-0751](#)

Approve the employment of Benjamin Worcester to fill the open Communications Technician II position (#5624) at a grade 311 (\$21.54 per hour / \$44,803.20 annually) to be effective no sooner than May 12, 2025.

CR2 Highway Department - Approval of Organizational Chart

[25-0758](#)

Approve the updated organizational chart to coincide with mid-year budget requests.

CR3 Highway Department (Foley) - Personnel Changes

[25-0752](#)

Take the following actions:

1) Approve the promotion of William Kenser from the Operator Technician III position (#295) at a grade 310 (\$21.28 per hour / \$44,262.40 annually) to fill the vacant Operator Technician IV position (#888) at a grade 312 (\$22.98 per hour / \$47,798.40 annually) to be effective no sooner than May 19, 2025; and

2) Approve the employment of Randale Lankford to fill the vacant Operator Technician Trainee position (#5495) at a grade 306 (\$17.01 per hour / \$35,380.80 annually) to be effective no sooner than May 12, 2025; and

3) Approve the employment of Tyler Deakle to fill the vacant Operator Technician Trainee position (#5494) at a grade 306 (\$17.01 per hour / \$35,380.80 annually) to be effective no sooner than May 12, 2025; and

4) Approve the employment of Jason Brooks to fill the vacant Operator Technician I position (#5629) at a grade 308 (\$18.25 per hour / \$37,960.00 annually) to be effective no sooner than May 12, 2025; and

5) Approve the employment of David Higginbotham to fill the vacant Operator Technician I position (#5434) at a grade 308 (\$18.25 per hour / \$37,960.00 annually) to be effective no sooner than May 12, 2025.

CR4 Highway Department (Silverhill) - Personnel Changes

[25-0754](#)

Take the following actions:

1) Approve the employment of Nicholas Swartz to fill the open Mechanic II position (#5322) at a grade 312 (\$28.00 per hour / \$58,240.00 annually) due to experience and certifications to be effective no sooner than May 12, 2025; and

2) Approve the promotion of Calvin Glass from the Operator Technician III position (#3004) grade 310 (\$24.87 per hour / \$51,729.60 annually) to fill the open Operator Technician IV position (#881), at a grade 312 (\$26.86 per hour / \$55,868.80 annually) to be effective no sooner than May 19, 2025; and

3) Approve the promotion of Logan Davis from the Operator Technician II position (#122) grade 309 (\$20.70 per hour / \$43,056.00 annually) to fill the open Operator Technician III position (#898), at a grade 310 (\$22.36 per hour / \$46,508.80 annually) to be effective no sooner than May 19, 2025; and

4) Approve the promotion of Trenton Salac from the Operator Technician II position (#897) grade 308 (\$20.69 per hour / \$43,035.20 annually) to fill the open Operator Technician III position (#3004), at a grade 310 (\$22.35 per hour / \$46,488.00 annually) to be effective no sooner than May 19, 2025; and

5) Approve the lateral transfer of John Lundy from the Traffic Operations Manager position (#5174) grade S317 (\$85,763.06 annually), in the Traffic Operations Highway Department (53135) to fill the open Area Supervisor position (#283), with no change in salary, in the Silverhill Highway Department (53112) to be effective no sooner than May 19, 2025.

CR5 Highway Department (Traffic Operations) - Personnel Changes

[25-0755](#)

Take the following actions:

1) Approve the employment of Ashley Jacobi to fill the open Operations Support Specialist II position (#5589) at a grade 307 (\$17.84 per hour / \$37,107.20 annually) to be effective no sooner than May 12, 2025; and

2) Approve the employment of Tocoreanun Bennett to fill the open Traffic Control Technician II (Sign) position (#5384) at a grade 309 (\$19.17 per hour / \$39,873.60 annually) to be effective no sooner than May 12, 2025; and

3) Approve the promotion of J. Travis Byrd from the Assistant Traffic Operations Manager position (#5686) grade S313 (\$59,431.25 annually) to fill the Traffic Operations Manager position (#5174) at a grade S317 (\$70,000.00 annually) to be effective no sooner than May 19, 2025.

CR6 Juvenile Detention Center - Employment of Four (4) Detention Worker I Positions

[25-0759](#)

Take the following actions:

1) Approve the employment of Shanedra Brown to fill the open Detention Worker I position (#21) at a grade 308 (\$18.25 per hour / \$37,960.00 annually); and

- 2) Approve the employment of Darius Lott to fill the open Detention Worker I position (#5316) at a grade 308 (\$18.25 per hour / \$37,960.00 annually); and
- 3) Approve the employment of Kevin Curry to fill the open Detention Worker I position (#5009) at a grade 308 (\$19.25 per hour / \$40,040.00 annually), with said salary due to experience; and
- 4) Approve the employment of Consuela Adams to fill the open Detention Worker I position (#5758) at a grade 308 (\$19.25 per hour / \$40,040.00 annually), with said salary due to experience.

These actions shall be effective no sooner than May 12, 2025.

CR7 Probate Office - Personnel Changes

[25-0757](#)

Take the following actions:

- 1) Approve the promotion of Lindsey Sellers from Assistant License Revenue Administrator (#3056) grade 311 (\$27.43 per hour / \$57,054.40 annually) to fill the License Revenue Administrator position (#157) at a grade 313 (\$29.62 per hour / \$61,609.60 annually) to be effective no sooner than May 19, 2025; and
- 2) Approve the promotion of Heather Taylor from the License Revenue Officer II position (#626) grade 307 (\$24.16 per hour / \$50,525.80 annually) to fill the Assistant License Revenue Administrator (#5150) grade 311 (\$26.58 per hour / \$55,286.40 annually) to be effective no sooner than May 19, 2025; and
- 3) Approve the employment of Dixie Bray to fill the vacant Recording Officer I position (#309) at a grade 306 (\$17.01 per hour / \$35,380.80 annually) to be effective no sooner than May 12, 2025.

FA **ADMINISTRATION**

FA1 *Baldwin County Emergency Communication District (911 Board) - Appointment(s)

[25-0139](#)

Take the following actions related to the Baldwin County Emergency Communication District (911 Board):

- 1) Reappoint Sheriff Anthony Lowery, term continuing from November 14, 2024, and expiring November 14, 2028; and
- 2) Reappoint Raymond (Tony) Lovell, term continuing from January 1, 2025, and expiring January 1, 2029.

D PRESENTATIONS

DA GENERAL

DA1 Proclamation for Older Americans Month - May 2025

[25-0547](#)

After Commissioner Underwood read the proclamation, she presented it to Kelly Childress, Council on Aging Director, Charles Murphy, Mayor of the City of Robertsdale, and members of the Robertsdale Senior Center.

Ms. Childress commended Mayor Murphy and the staff at the senior center for their leadership.

Mayor Murphy thanked the Commissioners for the Proclamation and discussed the importance of supporting seniors.

Commissioner Underwood discussed the importance of senior centers and the opportunities they provide for seniors.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to adopt a Proclamation proclaiming the month of May 2025 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 for Mental Health Awareness Month - May 2025

[25-0764](#)

After Commissioner Underwood read the Proclamation, she presented it to Anna Hutchinson, Leadership Team Coordinator, and Christi Collins, Peer Programs Director with NAMI Baldwin.

Ms. Hutchinson discussed the condition and symptoms of Tardive Dyskinesia, crisis intervention training, and the work that NAMI Baldwin does to raise awareness and break down the stigma surrounding mental health conditions.

Commissioner Underwood discussed the recent NAMI event held at Honey Bee Park in Robertsdale, and the Stepping Up Initiative Program utilized in the Baldwin County Jail. She thanked NAMI and the Sheriff's Office for their continued efforts to reduce the number of individuals with mental illness in jails.

Commissioner Ball discussed the mental health crisis and the partnerships with

NAMI Baldwin, AltaPointe, and crisis intervention centers in Baldwin County. Commissioner Ball encouraged everyone to take advantage of the resources throughout the county to manage mental health.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to adopt a Proclamation proclaiming the month of May 2025 as Mental Health Awareness 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

DA3 Proclamation for Children's Mental Health Awareness Week - May 4-10, 2025 [25-0712](#)

After Commissioner Gruber read the Proclamation, he presented it to representatives from the Child Advocacy Center and AltaPointe Health, Inc.

Mr. Jarrett Crum, Chief Hospital Officer, and Ms. Ann Chipman with AltaPointe Health thanked the Commission and the Baldwin County Sheriff's Office for their partnership and support.

Ms. Nikki Whitaker, Executive Director of the Care House d/b/a Baldwin County Child Advocacy Center, thanked the Commission for the proclamation and its support.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt a proclamation proclaiming the week of May 4-10, 2025, as Children's Mental Health Awareness Week in Baldwin County, Alabama.

After the motion and second, and before the vote, Commissioner Ball noted there is a study from 1995-1997 which resulted in the Adverse Childhood Experiences (ACEs) questionnaire which measures the impact of childhood trauma on adult behavioral health.

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

DA4 Resolution #2025-099 - Retirement of Corporal Ricky Tobin, Baldwin [25-0655](#)

County Sheriff's Office

After Chairman McKenzie read the Proclamation, he presented it to Corporal Ricky Tobin.

Corporal Tobin thanked the Commissioners and the members of the Baldwin County Sheriff's Office for their support and the opportunity to serve the citizens of Baldwin County throughout his career.

The Commissioners thanked Corporal Tobin for his 30 years of service to the citizens of Baldwin County.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2025-099 commending Ricky Tobin upon the occasion of his retirement as Corporal of the Baldwin County Sheriff's Office and for his years of distinguished public service.

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

DA5 Presentation of Lifesaver Award to Deputy Megan Johnson

[25-0718](#)

Sheriff Anthony Lowery presented the Lifesaver Award to Deputy Megan Johnson of the Baldwin County Sheriff's Office for her life saving efforts on February 11, 2025, when she performed life saving measures on a citizen accidentally shot in the chest with a nail gun.

Sheriff Lowery discussed the extensive training provided to deputies and corrections officers and thanked the Commission for providing the resources which allows that level of training.

The Commissioners thanked Deputy Johnson for her quick response in administering life-saving first aid.

DA6 Proclamation for National Correctional Officers Week - May 4-10, 2025

[25-0714](#)

After Commissioner Gruber read the proclamation, he presented it to Sheriff Anthony Lowery, and commended the Baldwin County Correctional Officers.

Sheriff Lowery thanked the Commission for the recognition and said he is proud of the Baldwin County Corrections Center's Correctional Officers for the exceptional work they do every day.

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to adopt a Proclamation proclaiming the week of May 4-10, 2025, as National Correctional Officers 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

DA7 Proclamation for National Law Enforcement Officers Memorial Week - May 11-17, 2025

[25-0715](#)

After Chairman McKenzie read the Proclamation, he presented it to Sheriff Anthony Lowery.

Sheriff Lowery thanked the Commissioners for the recognition on behalf of the members of the law enforcement community.

The Commissioners thanked Sheriff Lowery and the members of the Baldwin County Sheriff's Office for their commitment and sacrifice.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to adopt a Proclamation proclaiming the week of May 11-17, 2025, as National Law Enforcement Officers Memorial Week.

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

DA8 Presentation of Baldwin County Sheriff's Office K9 Unit

[25-0729](#)

Sheriff Anthony Lowery introduced the following members of the Baldwin County Sheriff's Office K9 Unit:

Cpl. Dylan Misso - K9 Ezop
Deputy Stephen Corley - K9 Barry
Deputy Zack Poulos - K9 Midas
Deputy Jacob McKean - K9 Neo
Deputy Joseph Hughes - K9 Artie
Deputy Dalton Anderson - K9 Snow

Cpl. Jasmine Weathersby (Corrections) - K9 Leya

Sheriff Lowery shared statistics of patrol deployments and seizures and awards received from recent detection and patrol training and presented a certificate to Deputy Dalton Anderson as the first certified dog handler certified by the Baldwin County Sheriff's Office.

E PUBLIC HEARINGS

None.

F OTHER STAFF RECOMMENDATIONS

None.

G ADDENDA

None.

H PUBLIC COMMENTS

Ms. DeeAnn Campbell introduced herself to the Commission and stated she is seeking the District 65 House of Representatives seat. Ms. Campbell discussed her background in newspaper publishing in Choctaw and Marengo counties, affiliation with multiple organizations, her years of service on the board of directors of the Choctaw County Chamber of Commerce, and her current dual role with the Chamber as Executive Director/Chief Development Officer.

I PRESS QUESTIONS

None.

J COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

K ADJOURNMENT

Motion by Commissioner Underwood to adjourn the May 6, 2025, Baldwin County Commission Regular Meeting at 11:34 a.m.

The May 6, 2025, Baldwin County Commission Regular Meeting adjourned at 11:34 a.m.

A handwritten signature in black ink, reading "Matthew P. McKenna". The signature is written in a cursive style with a long horizontal line extending from the end.