



## **Baldwin County Commission Meeting Agenda**

**Tuesday, December 5, 2023**

**Pre-meeting Work Session 8:30 AM  
Regular Meeting 10:00 AM**

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

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



AGENDA DETAILS

Supporting documentation for the agenda can be viewed in the File ID link of each item. Revisions to agenda items or supporting documentation made after the initial publication are denoted by an asterisk.

## **PRE-MEETING WORK SESSION (8:30 AM)**

### **WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE**

#### **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**

#### **SENIOR STAFF REPORT**

#### **COUNTY ATTORNEY'S REPORT**

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

## **REGULAR MEETING (10:00 AM)**

### **WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE**

#### **A ADOPTION OF MINUTES**

November 21, 2023, Regular Meeting

#### **B COMMITTEE REPORTS**

##### **BA FINANCE/ADMINISTRATION DIVISION**

**BA1** Payment of Bills [24-0256](#)

**BA2** Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 [24-0254](#)

#### **C CONSENT**

##### **CA ADMINISTRATION**

**CA1** Vaughn Community Annual Christmas Parade [24-0242](#)

**CA2** Career Skills Program Internship Agreement with the U.S. Army [24-0231](#)

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| <b>CA3</b> | Case No. LV-23012 - Alcohol License Application for RFC General Trading LLC d/b/a Lake Forest Short Stop                                | <a href="#"><u>24-0239</u></a> |
| <b>CA4</b> | Annual Review and Approval of County Take Home Vehicle List - December 2023   | <a href="#"><u>24-0209</u></a> |
| <b>CD</b>  | <b>BALDWIN REGIONAL AREA TRANSIT SYSTEM (BRATS)</b>   |                                |
| <b>CD1</b> | Retain for Salvage a Public Transit Vehicle Deemed a Total Loss by County Risk Services   | <a href="#"><u>24-0244</u></a> |
| <b>CE</b>  | <b>BUDGET/PURCHASING</b>  |                                |
| <b>CE1</b> | Competitive Bid #WG24-07 - Provision of Police Vehicle Equipment (Brake Pads/Rotors) for the Baldwin County Commission                  | <a href="#"><u>24-0207</u></a> |
| <b>CE2</b> | Construction of the New Baldwin County Animal Shelter Intake Building Located in Summerdale, Alabama, for the Baldwin County Commission | <a href="#"><u>24-0237</u></a> |
| <b>CE3</b> | Revision of Baldwin County Commission Policy #3.2 - Budget Administration Procedures and Policy #3.7 - Purchasing Policies              | <a href="#"><u>24-0276</u></a> |
| <b>CJ</b>  | <b>ELECTED OFFICIALS</b>  |                                |
| <b>CJ1</b> | Sheriff's Office - Transfer of One (1) Vehicle to the Baldwin County Commission to be Sold on GovDeals.com                              | <a href="#"><u>24-0236</u></a> |
| <b>CK</b>  | <b>EMERGENCY MANAGEMENT AGENCY (EMA)</b>  |                                |
| <b>CK1</b> | Fiscal Year 2024 Emergency Management Performance Grant Application   | <a href="#"><u>24-0243</u></a> |
| <b>CK2</b> | Local Emergency Planning Committee - Purchase from Farm Fresh Meats, Inc. for December Full Body Meeting and Christmas Luncheon         | <a href="#"><u>24-0224</u></a> |
| <b>CK3</b> | Termination of Memorandums of Agreement with Baldwin County Medical Reserve Corps   | <a href="#"><u>24-0240</u></a> |
| <b>CL</b>  | <b>ENVIRONMENTAL MANAGEMENT</b>   |                                |
| <b>CL1</b> | Amendment of Certificate of Incorporation of The Solid Waste Disposal Authority of Baldwin County, Alabama, Inc.                        | <a href="#"><u>24-0229</u></a> |
| <b>CM</b>  | <b>FINANCE AND ACCOUNTING</b>   |                                |
| <b>CM1</b> | Publication of Baldwin County's Draft Unaudited Financial Status  | <a href="#"><u>24-0227</u></a> |
| <b>CO</b>  | <b>HIGHWAY</b>  |                                |
| <b>CO1</b> | Execution of IRS Form 8283 for Donated Right-of-Way on Greek Cemetery Road (Parcel No. 05-49-08-27-0-000-001.000)                       | <a href="#"><u>24-0267</u></a> |
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| <b>CO2</b>  | Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW08392 - Boros Road (Tract 11)        | <a href="#"><u>24-0274</u></a> |
| <b>CO3</b>  | Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW21179 - Surfside Drive (Tract 7)     | <a href="#"><u>24-0266</u></a> |
| <b>CO4</b>  | Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW21101000 - County Road 20 (Tract 13) | <a href="#"><u>24-0271</u></a> |
| <b>CO5</b>  | Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW21101000 - County Road 20 (Tract 17) | <a href="#"><u>24-0270</u></a> |
| <b>CO6</b>  | Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW22026 - Sherman Road (Tract 1)       | <a href="#"><u>24-0269</u></a> |
| <b>CO7</b>  | Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW22026 - Sherman Road (Tract 3)       | <a href="#"><u>24-0268</u></a> |
| <b>CO8</b>  | Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW23075 - Caldwell Lane (Tract 8)      | <a href="#"><u>24-0272</u></a> |
| <b>CO9</b>  | Resolution #2024-047 and Construction Funding Agreement for Novelis Access Improvements                   | <a href="#"><u>24-0247</u></a> |
| <b>CO10</b> | Resolution #2024-048 in Support of City of Loxley's Functional Reclassification Request                   | <a href="#"><u>24-0246</u></a> |
| <b>CO11</b> | Speed Limits on Various Roads   | <a href="#"><u>24-0234</u></a> |
| <b>CR</b>   | <b>PERSONNEL</b>  |                                |
| <b>CR1</b>  | Baldwin County Personnel Appeals Board - Board Appointment(s)   | <a href="#"><u>24-0259</u></a> |
| <b>CR2</b>  | Custodial Department - Promotion of Employee  | <a href="#"><u>24-0252</u></a> |
| <b>CR3</b>  | Highway Department (County Engineer) - Promotion of Employee  | <a href="#"><u>24-0265</u></a> |
| <b>CR4</b>  | Highway Department (Foley) - Personnel Changes  | <a href="#"><u>24-0253</u></a> |
| <b>CR5</b>  | Highway Department (Pre-Construction) - Approval of Updated Position Description                          | <a href="#"><u>24-0255</u></a> |
| <b>CR6</b>  | Highway Department (Silverhill) - Employment of One (1) Operator Technician Trainee Position              | <a href="#"><u>24-0257</u></a> |
| <b>CR7</b>  | Probate Office - Personnel Changes  | <a href="#"><u>24-0260</u></a> |
| <b>CR8</b>  | Renewal of Contractual Membership Agreement for AirMedCare Network Services                               | <a href="#"><u>24-0258</u></a> |
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- CR9** Stop Loss Insurance Renewal with Crum & Foster/Partners Managing General Underwriters/United States Fire Insurance Company [24-0261](#)

**D PRESENTATIONS**

**DA GENERAL**

- DA1** Piper Sandler & Co. Investment Banking Presentation [24-0200](#)

**E PUBLIC HEARINGS**

All individuals wishing to speak during public hearings must fill out a speaker form. Comments from individuals should be limited to 3 minutes; groups are asked to select a spokesperson to speak on behalf of the group with comments limited to 5 minutes.

**ES PLANNING AND ZONING**

- ES1** Case No. TA-23001 - Miscellaneous Text Amendments to the Baldwin County Zoning Ordinance [24-0264](#)

**F OTHER STAFF RECOMMENDATIONS**

**G ADDENDA**

**H PUBLIC COMMENTS**

Comments should be limited to 3 minutes per person.

**I PRESS QUESTIONS**

**J COMMISSIONER COMMENTS**

**K ADJOURNMENT**