



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Thursday, November 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 November 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 9:01 a.m. Following the Invocation by Brian Peacock, CIS Director, 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.

CE7 - Chairman Ball noted approval of Item CE7 is contingent upon review and approval by the County Attorney.

CN1 - Replacement Attachment - Contract with revisions by County Attorney.

CO9 - Chairman Ball noted Item CO9 would be pulled from the Consent Agenda and moved to Other Staff Recommendations.

Chairman Ball asked if there is anyone present who wishes to speak on Item CO9 - License Agreement #25022 - Mateja Road Right-of-Way.

The following individuals were present in opposition of the request for removal of trees on unopened right-of-way of Mateja Road:

Mr. Josh Riggan
Ms. Karen Baker
Ms. Charlie Riggan

Primary concerns discussed were increased traffic, the possibility of vehicles getting stuck and calls to emergency services routing assistance to nearby addresses, and the safety of children playing in the area.

Frank Lundy, County Engineer, discussed the request from Ms. Lisa Mateja to remove a few trees from the unopened right-of-way of Mateja Road to allow farm equipment to pass through. Mr. Lundy recommended the Commission approve the license agreement.

Mark Acreman, Assistant County Engineer, explained Ms. Mateja would be responsible for maintaining the right-of-way once cleared.

Discussion took place regarding public rights-of-way being accessible to everyone, the width of the right-of-way, and an existing gate across the roadway and fence through the right-of-way.

Mr. Lundy noted the gate and any materials stored in the County right-of-way will need to be removed since they are blocking the road which is illegal.

Commissioner Underwood discussed the purpose of license agreements and recommended Item CO9 be pulled for further review.

It was decided that Item CO9 would be removed from the Agenda and the item would be brought back to the November 18, 2025 meeting.

GA1 and **GA2** - It was decided that Addendum Items GA1 and GA2 would be moved to the Consent Agenda.

FO1 - Mr. Lundy noted Mayor Ruthie Campbell of the City of Robertsedale will be present to discuss the 30 Cubed Program - Intergovernmental Roadway Construction Agreement with City of Robertsedale for Certain Roadway Improvements.

COMMISSIONER REQUESTS

Commissioner Underwood requested the County Commission consider staff looking into partnering with the municipalities to designate the L&N Railroad line which connects Foley, Summerdale, Robertsedale, Loxley, and Bay Minette as a "Rails to Trails" for portions of the railway to be designated as walking trails.

Discussion took place regarding determination of ownership and acquisition of rights-of-way on available tracts of land along the railway.

Frank Lundy, County Engineer, said a map of available property from Foley to Bay Minette could be provided to the Commissioners for further discussion.

It was decided to have staff look into this to determine available locations and feasibility of the project.

SENIOR STAFF REPORTS

National Walk and Roll to School Day 2025

26-0231

Jessica Mayo, Transportation Planner for Eastern Shore Metropolitan Planning Organization and Safe Routes to School Coalition Coordinator, discussed the National Walk and Roll to School Day held on October 8, 2025, and the increase in the number of participating schools. Ms. Mayo thanked the Commissioners for their continued support of the event and said she looks forward to expanding participation and safety education to ensure all routes to schools are safe and accessible for students.

The Commissioners thanked Ms. Mayo for her work with the Coalition and expanding participation for the annual event.

Discussion took place regarding the event giving children the opportunity to exercise and to spend time with their parents, and encouraging placement of new schools in walkable neighborhoods to help alleviate traffic and improve safety.

COUNTY ATTORNEY'S REPORT

Brad Hicks, County Attorney, recommended the Commission adjourn the work session and convene in an executive session 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. Mr. Hicks noted the Commission will not need to reconvene the work session.

ADJOURNMENT OF PRE-MEETING WORK SESSION

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:36 a.m. 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.

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

The November 6, 2025, Baldwin County Commission Work Session adjourned at 9:36 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 Presentation of the Flags by the Baldwin County Sheriff's Office Honor Guard, the Pledge of Allegiance led by Chairman Ball, and the Invocation by Chaplain Jim Parmer with Baldwin County Sheriff's Office, the Commission transacted the following business to-wit:

Chairman Ball recognized Senator Chris Elliott, Sheriff Anthony Lowery, and Mayor Ruthie Campbell and thanked them for being in attendance.

A ADOPTION OF MINUTES

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt the minutes of the October 21, 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

[26-0125](#)

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

[26-0124](#)

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 Item C09 has been removed from the Agenda and Addendum Items GA1 and GA2 have 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 Items GA1 and GA2 and with the exception of Item CO9 which has been removed from the 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 Annual Designations and Appointments of Commissioners to Various Boards

[26-0039](#)

Take the following actions:

1) Appoint Chairman James E. Ball (District 1 Commissioner) to the following Boards, for the term of office as Chairman of the Baldwin County Commission (November 4, 2025, to November 3, 2026):

- Baldwin County Department of Archives and History Advisory Board
- Baldwin County Pretrial Release and Community Corrections Board
- Historic Blakeley Authority
- South Alabama Rural Planning Organization

2) Appoint Matthew P. McKenzie (District 2 Commissioner), as the Industrial and Civic Division Commissioner to the following Boards, for the term of office as Industrial and Civic Division Commissioner (November 4, 2025, to November 3, 2026):

- Economic Development Alliance Board
- The Solid Waste Disposal Authority of Baldwin County, Alabama, Inc.

CA2 5th Annual Barnwell Community Day 5K Spud Run

[26-0145](#)

Approve the requested route for the 5th Annual Barnwell Community Day 5K Spud Run to be held on Saturday, November 15, 2025, beginning at 8:00 a.m. and ending at approximately 10:00 a.m.

CA3 Fort Morgan 7th Annual Mardi Gras Parade

[26-0142](#)

Approve the requested route for the 7th Annual Fort Morgan Mardi Gras Parade to be held on Sunday, February 15, 2026, beginning at 12:00 p.m. and ending at approximately 2:30 p.m.

CA4 The Optimist Club of Perdido Bay 35th Annual Lillian Christmas Parade

[26-0114](#)

Approve the requested route for the Optimist Club of Perdido Bay 35th Annual Lillian Christmas Parade to be held on Saturday, December 13, 2025, beginning at 12:45 p.m. and ending at approximately 2:15 p.m.

CA5 Case No. LV-25008 - Alcohol License Application for CFR General Trading LLC d/b/a Country Convenience

[26-0093](#)

Approve the transfer and 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 from Fouzan 2134 Inc d/b/a Country Convenience to CFR General

Trading LLC d/b/a Country Convenience, located at 19511 County Road 64, Robertsdale, Alabama 36567.

CC ARCHIVES AND HISTORY

CC1 Appropriation of Funds from Historic Parks Fund to Daphne History Museum, Baldwin County Heritage Museum, Stockton Heritage Museum, and Swift-Coles Historic Home

[26-0112](#)

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

1) Adopt Resolution #2026-014, which appropriates funds from the Historic Parks Fund to the following organizations in Baldwin County:

Daphne History Museum (\$18,825)
Baldwin County Heritage Museum (\$17,500)
Stockton Heritage Museum (\$25,000)
Swift-Coles Historic Home (\$15,000)

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

CE BUDGET/PURCHASING

CE1 Competitive Bid #WG25-08 - Construction of New Baldwin County District Attorney Building Located in Bay Minette, Alabama, for the Baldwin County Commission

[26-0164](#)

Approve and authorize the Chairman to execute Authorization No. 1 (Allowance #8 - Roof Repair Allowance) in the amount of \$13,646.00 with Rolin Construction, Inc., on the Construction of the New Baldwin County District Attorney Building located in Bay Minette, Alabama.

Authorization No. 1 cost was included in original contract unit price with the unused balance of \$354.00 to the County.

CE2 Competitive Bid #WG25-49A - Repair of One (1) John Deere 624L Loader for the Baldwin County Commission

[26-0115](#)

Award Bid #WG25-49A for the Repair of One (1) John Deere 624L Loader to the lowest bidder, Beard Equipment Company, Inc., as follows:

Repair at Bidder's Location
Amount: \$58,700.57
Completion Time: Estimate two weeks for repairs

CE3 Competitive Bid #WG26-03 - Renovations of Central Annex Building for Building and Planning and Zoning Departments Located in Robertsdale, Alabama, for the Baldwin County Commission

[26-0117](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for renovations of the Central Annex building for the Building and Planning and Zoning Departments located at 22251 Palmer Street, Robertsdale, Alabama 36567; 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 bid is advertised.

CE4 Competitive Bid #WG26-06 - Purchase and Installation of One (1) New 300 kW Natural Gas Generator for Baldwin County Emergency Management Agency Located in Robertsdale, Alabama, for the Baldwin County Commission

[26-0126](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the Purchase and Installation of One (1) New 300 kW Natural Gas Generator for the Baldwin County Emergency Management Agency located in Robertsdale, Alabama; 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 bid is advertised.

CE5 Competitive Bid #WG26-07 - Purchase and Installation of One (1) New 150 kW Natural Gas Generator for Baldwin County Fairhope Satellite Courthouse Located in Fairhope, Alabama, for the Baldwin County Commission

[26-0128](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the Purchase and Installation of One (1) New 150 kW Natural Gas Generator for the Baldwin County Fairhope Satellite Courthouse located in Fairhope, Alabama; 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 bid is advertised.

CE6 Competitive Bid #WG26-08 - Purchase and Installation of One (1) New 96 kW Natural Gas Generator with 400 AMP Automatic Transfer Switch for Baldwin County Foley Satellite Courthouse Located in Foley, Alabama, for the Baldwin County Commission

[26-0129](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the Purchase and Installation of One (1) New 96 kW Natural Gas Generator with 400 AMP Automatic Transfer Switch for the Baldwin County Foley Satellite Courthouse located in Foley, Alabama; 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 bid is advertised.

CE7 Award of Contract for Request for Proposals (RFP) for Inmate and Juvenile Medical Services Program for the Baldwin County Corrections Center and Juvenile Detention Facility

[26-0144](#)

Award the contract for Request for Proposals (RFP) for Inmate and Juvenile Medical Services Program for the Baldwin County Corrections Center and Juvenile Detention Facility to SymboCor, LLC, as per the attached Award Listing and authorize the Chairman to execute the Contract contingent upon County Attorney approval.

Contract effective for twenty-four (24) months with one (1) twelve (12) month extension.

CE8 Construction of Phase II Baldwin County Sheriff's Office Renovations of Old Bay Minette Police Department Building

[26-0134](#)

As it relates to Construction of Phase II Baldwin County Sheriff's Office Renovations of the Old Bay Minette Police Department Building, take the following actions:

- 1) Approve and authorize the Chairman to execute Change Order #2, for labor, material and equipment to add four (4) floor boxes in the Training Assembly Room, in the amount of \$15,791.78 with JNB Services, LLC; and
- 2) Approve and authorize the Chairman to execute Allowance Authorization #2, to replace rusted roof decking, in the amount of \$18,522.00 with JNB Services, LLC.

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

CE9 Contract for Request for Proposals (RFP) for Disaster Debris Monitoring Services for the Baldwin County Commission

26-0160

Award the Contract for Disaster Debris Monitoring Services to Thompson Consulting Services, LLC, as per the attached Award Listing and authorize the Chairman to execute the Contract for twelve (12) months.

Contract shall be effective and commence immediately upon the same date as its full execution, and the same shall terminate upon both the expiration of twelve (12) months, with an option to extend for two (2) twelve (12) month periods or until such time that a new contract can be bid and awarded.

CE10 Contract Relating to Request for Qualifications (RFQ) for Engineering / Environmental Services for Dauphin Island Sea Lab / Mobile Bay National Estuary Program's Baldwin County Monitoring Task - Automated GSSHA Watershed Analysis System Modeling and Hydrologic Monitoring Enhancement Subaward

26-0158

Approve and authorize the Chairman to execute the Contract with Hydro, LLC, in the amount of \$67,000.00, for the Dauphin Island Sea Lab / Mobile Bay National Estuary Program's Baldwin County Monitoring Task - Automated GSSHA Watershed Analysis (AGWA) System Modeling and Hydrologic Monitoring Enhancement Subaward.

CE11 Contract Relating to Request for Qualifications (RFQ) for Engineering / Environmental Services for Dauphin Island Sea Lab / Mobile Bay National Estuary Program's Baldwin County Monitoring Task - Low Impact Development Practices / Techniques Suspended Solids and Nutrient Load Reduction Excel Site Review Tool

26-0159

Approve and authorize the Chairman to execute the Contract with 5020 Engineering Resource Group, Inc., in the amount of \$20,000.00, for the Dauphin Island Sea Lab / Mobile Bay National Estuary Program's Baldwin County Monitoring Task - Low Impact Development (LID) Practices / Techniques Suspended Solids and Nutrient Load Reduction Excel Site Review Tool.

CE12 Request for Qualifications (RFQ) for Engineering / Environmental Services for Park Improvements to Mullet Point Park in Fairhope, Alabama, for the Baldwin County Commission

26-0140

Approve the Request for Qualifications (RFQ) for Engineering / Environmental Services for the Park Improvements to Mullet Point Park in Fairhope, Alabama, and authorize the Purchasing Director to advertise the RFQ.

CE13 Request for Qualifications (RFQ) for Engineering / Environmental Services for Park Improvements to Perdido Bay Park in Lillian, Alabama, for the

26-0137

Baldwin County Commission

Approve the Request for Qualifications (RFQ) for Engineering / Environmental Services for the Park Improvements to Perdido Bay Park in Lillian, Alabama, and authorize the Purchasing Director to advertise the RFQ.

CJ ELECTED OFFICIALS

CJ1 Revenue Commission - Renewal Amendment to IncomeWorks Software License Agreement

[26-0031](#)

Approve and authorize the Chairman to execute the Renewal Amendment to IncomeWorks Software License Agreement between the Baldwin County Commission and Assessment Advisors, LLC, in the amount of \$29,000.00, to provide the Baldwin County Revenue Commission with an income based local-market-specific commercial real estate evaluation model designed specifically to bring consistency and equity to the assessment of commercial, industrial, lodging, multi-family, office, and retail properties.

This Renewal Amendment Agreement shall be for a term of one (1) year, to commence January 1, 2026, and terminate December 31, 2026.

CJ2 Sheriff's Office - Tri-Party Intergovernmental Service Agreement for Housing of Prisoners at Baldwin County Corrections Center for City of Bay Minette, Alabama

[26-0122](#)

Approve the Tri-Party Intergovernmental Service Agreement between the Baldwin County Commission, Baldwin County Sheriff's Office, and the City of Bay Minette for housing of City of Bay Minette inmates at the Baldwin County Corrections Center.

The Agreement will commence on October 1, 2025, and terminate on September 30, 2026, or upon written notification of termination by either party within the required sixty (60) days.

CJ3 Sheriff's Office - Tri-Party Intergovernmental Service Agreement for Housing of Prisoners at Baldwin County Corrections Center for City of Loxley, Alabama

[26-0123](#)

Approve the Tri-Party Intergovernmental Service Agreement between the Baldwin County Commission, Baldwin County Sheriff's Office, and the City of Loxley for housing of City of Loxley inmates at the Baldwin County Corrections Center.

The Agreement will commence on October 1, 2025, and terminate on September 30, 2026, or upon written notification of termination by either party within the required sixty (60) days.

CK EMERGENCY MANAGEMENT AGENCY (EMA)

CK1 Baldwin County Local Emergency Planning Committee - Purchase from Farm Fresh Meats, Inc. for December Full Body Meeting and Christmas Luncheon [26-0138](#)

Approve the request for the Local Emergency Planning Committee (LEPC) to purchase \$400.00 worth of meat from Farm Fresh Meats, Inc. for the Full Body LEPC meeting and luncheon on December 15, 2025.

CN GRANTS

CN1 *Contract with MB3 Inc. d/b/a Civix for General Grant Administration and Implementation Professional Services for CDBG-DR Subaward for Baldwin County Commission [26-0127](#)

Award the Contract to MB3 Inc. d/b/a Civix in the amount of \$2,427,488.00 for the Implementation Phase of the General Grant and Management, Project Management, and Capacity Building for the Community Development Block Grant - Disaster Recovery (CDBG-DR) Subaward and authorize the Chairman to execute the Contract contingent upon County Attorney approval.

The contract is effective on the date of full execution.

CO HIGHWAY

CO1 Addition of Baldwin County Highway Department Employees to County Take Home Vehicle List [26-0135](#)

Approve the addition of the following employees to the County Take Home Vehicle List with an effective date of November 6, 2025:

Joshua Chiasson, Permit Manager - 2021 Ford F-150 Extended Cab 4x4
Matthew Ulrich, Construction Manager - 2023 Ford F-150 XL Super Crew Cab 4x4

CO2 Case No. SFP25-000022 - Royal Meadows, Phase 1 - Road Acceptance [26-0147](#)

Take the following actions regarding Subdivision Case No. SFP25-000022 - Royal Meadows, 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
Palk Avenue	437 ft	20 ft
Isla Lane	370 ft	20 ft
Staydar Circle	1,174 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 NGM Insurance Company, on behalf of Gulf Hauling & Construction, Inc., in the amount of \$331,220.40 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.

CO3 Case No. SFP25-000021 - Royal Meadows, Phase 2 - Road Acceptance

[26-0148](#)

Take the following actions regarding Subdivision Case No. SFP25-000021 - Royal Meadows, Phase 2, 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
Palk Avenue	253 ft	20 ft
Staydar Circle	1,626 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 NGM Insurance Company on behalf of Gulf Hauling & Construction, Inc., in the amount of \$219,353.20 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.

CO4 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW24079 - Mullet Lane (Tract 1)

[26-0131](#)

Take the following actions:

1) Accept 0.032 acres on Mullet Lane (Tract 1) as a right-of-way donated to Baldwin County by James Alan Lipscomb on March 6, 2025 (Instrument No. 2174664 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.

CO5 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW24079 - Mullet Lane (Tract 2)

[26-0132](#)

Take the following actions:

1) Accept 0.484 acres on Mullet Lane (Tract 2) as a right-of-way donated to Baldwin County by James Alan Lipscomb, Alice Kay Lammon and Michael Ross Lipscomb on

March 22, 2025 (Instrument No. 2178289 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.

CO6 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW24079 - Mullet Lane (Tract 3)

[26-0133](#)

Take the following actions:

1) Accept 0.019 acres on Mullet Lane (Tract 3) as a right-of-way donated to Baldwin County by Sebastian Leyva Rangel and Angelica Juarez Sebastian on March 5, 2025 (Instrument No. 2174665 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.

CO7 J.M. Wood Auction Company, Inc. - Equipment Auction List

[26-0130](#)

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 December 3-4, 2025.

CO8 License Agreement #25019 - Sweet Water Circle Right-of-Way

[26-0136](#)

Take the following actions:

1) Approve License Agreement #25019 permitting Riviera Utilities to install three (3) 2-inch electrical conduits for services on unmaintained right-of-way on the south side of Sweet Water Circle in Fairhope, Alabama; and

2) Authorize the County Engineer to execute Utility Permit #25583-E.

The term of this Agreement shall commence on the date of full execution. License for installation shall terminate at 11:59 p.m. on March 31, 2026. License for maintenance shall be indefinite according to the terms of the Agreement.

CO9 License Agreement #25022 - Mateja Road Right-of-Way

[26-0143](#)

Removed from Agenda. Item will be brought back to the November 18, 2025, regular meeting.

CO10 Standard On Call Contract for Engineering and Related Services

[26-0146](#)

Based on Baldwin County Commission Policy #9.10, approve a standard On Call Contract with AECOM Technical Services, Inc., for engineering and related services that are estimated less than or equal to \$100,000.00 and budgeted in the current fiscal year budget.

The contract shall be effective upon full execution and terminate upon six (6) months or thirty (30) days written notice by either party.

CP JUVENILE DETENTION

CP1 Alabama Department of Youth Services Part 1 and Part 2 Grant / Subsidy and Reimbursement Agreement FY26

[26-0119](#)

Take the following actions:

1) Approve and authorize the Chairman to execute the Alabama Department of Youth Services (DYS) Part 1 Grant/Subsidy and Reimbursement Agreement Fiscal Year 2025-2026 and any related documents which awards the Baldwin County Regional Juvenile Detention Center (JDC) \$14,000.00 per county for providing six (6) counties at a minimum of one (1) bed per day per county for a total of \$84,000.00 for the following counties:

Baldwin, Choctaw, Conecuh, Escambia, Monroe and Washington

2) Approve and authorize the Chairman to execute the Alabama DYS Part 2 Grant/Subsidy and Reimbursement Agreement Fiscal Year 2026 and any related documents, which awards the Baldwin County Regional JDC \$109,067.00 based on the 2020 United States Census; and

3) Approve and authorize the Chairman to execute the Alabama DYS agreement to reimburse the County for the cost of juveniles not accepted within the prescribed number of days pursuant to Alabama Code 12-15-215(k). DYS agrees to pay the County \$120.00 daily per demi expenses incurred for each day after DYS is required to accept children for commitment.

CQ PARKS

CQ1 Agreement with ALEA Marine Patrol Division for Boat Storage at Live Oak Landing

[26-0162](#)

Approve a Boat Storage Agreement with Alabama Law Enforcement Agency's Marine Patrol Division for use of the storage area and boat lifts at Live Oak Landing.

The Agreement will commence October 1, 2025, and terminate September 30, 2026.

CR PERSONNEL

CR1 BRATS - Employment of One (1) Bus Driver Position

26-0151

Approve the employment of Valerie Mitchell to fill the open full-time Bus Driver position (#401) at a grade 305 (\$17.07 per hour / \$35,505.60 annually) to be effective no sooner than November 10, 2025.

CR2 Building Inspection - Employment of Two (2) Permit Specialist Positions

26-0150

Take the following actions:

1) Approve the employment of Mary Todd to fill the open Permit Specialist position (#5788) grade 310 (\$21.18 per hour / \$44,054.40 annually); and

2) Approve the employment of Alicia Wright to fill the open Permit Specialist position (#5789) grade 310 (\$21.18 per hour / \$44,054.40 annually).

These actions shall be effective no sooner than November 10, 2025.

CR3 Highway Department (Bay Minette) - Employment of Two (2) Operator Technician I Positions

26-0153

Take the following actions:

1) Approve the employment of Rodgers McDuffie to fill the open Operator Technician I position (#5677) at a grade 308 (\$20.08 per hour / \$41,766.40 annually) with said salary due to experience and already obtaining a CDL; and

2) Approve the employment of Ashton Wilson to fill the open Operator Technician I position (#5561) at a grade 308 (\$20.08 per hour / \$41,766.40 annually) with said salary due to experience and already obtaining a CDL.

These actions shall be effective no sooner than November 10, 2025.

CR4 Highway Department (Traffic Operations) - Employment of One (1) Traffic Control Technician III (Sign) Position

26-0154

Approve the employment of Michael Bethea to fill the vacant Traffic Control Technician III (Sign) position (#393) grade 310 (\$22.24 per hour / \$46,259.20 annually) to be effective no sooner than November 10, 2025.

CR5 Juvenile Detention Center - Employment of One (1) Detention Worker Position

26-0155

Approve the employment of Damarcus Thomas to fill the open Detention Worker position (#563) at a grade 309 (\$20.04 per hour / \$41,673.60 annually) to be effective no sooner

than November 10, 2025.

CR6 Planning and Zoning Department - Personnel Changes

26-0156

Take the following actions:

- 1) Approve the promotion of Brenda Brock from the Planning Technician I position (#5343) grade 310 (\$23.54 per hour / \$48,963.20 annually) to fill the open Planning Technician II position (#1091) at a grade 311 (\$25.42 per hour / \$52,873.60 annually) to be effective no sooner than November 17, 2025; and
- 2) Approve the promotion of Elizabeth Wilson from the Planning Technician Trainee position (#2069) grade 308 (\$19.95 per hour / \$41,496.00 annually) to fill the open Planning Technician I position (#5343) at a grade 310 (\$21.55 per hour / \$44,824.00 annually) to be effective no sooner than November 17, 2025; and
- 3) Approve the employment of Michael Smith to fill the open Engineering Technician III position (#5790) at a grade 312 (\$30.14 per hour / \$62,691.20 annually), with said salary due to experience, to be effective no sooner than November 10, 2025; and
- 4) Approve the employment of James Howard to fill the Natural Resources Planner position (#5764) at a grade S316 (\$65,000.00 annually), with said salary due to experience, to be effective no sooner than November 10, 2025.

CR7 Probate Office - Employment of One (1) License Revenue Officer I Position

26-0157

Approve the employment of Crystal Marie to fill the open License Revenue Officer I position (#992) grade 306 (\$17.88 per hour / \$37,190.40 annually) to be effective no sooner than November 10, 2025.

GA **GENERAL**

GA1 Employment Contract for Baldwin County Legislative Delegation Full-time Clerk Position

26-0178

At the request of the Baldwin County Legislative Delegation, take the following actions:

- 1) Terminate the Employment Contract with Allison Marlow, applicable to the position of Full-time Clerk, upon her resignation effective November 14, 2025; and
- 2) Approve the Employment Contract between the Baldwin County Commission, the Baldwin County Legislative Delegation and Jennifer Fitzgerald, applicable to the position of Full-time Clerk, subject to the terms set forth in the Employment Contract, commencing November 17, 2025, and expiring November 17, 2028.

In observance with §40-9B-5(d), Code of Alabama (1975), take the following actions:

- 1) Acknowledge the receipt, on November 4, 2025, by certified mail, of a Resolution by the City of Fairhope Industrial Development Board granting a Tax Abatement to Segers Aero Corporation (Operating Entity) and Elpizo Corporation (Developer); and
- 2) Forward to the Office of Revenue Commissioner of Baldwin County and Office of Probate Judge of Baldwin County the Resolution and associated attachments informing the Baldwin County Commission of the aforementioned grant of such Tax Abatement.

D PRESENTATIONS

DA GENERAL

DA1 Recognition of Baldwin County Sheriff's Office and Partner Law Enforcement Agencies for Outstanding Efforts in Child Rescue and Recovery

26-0078

Sheriff Anthony Lowery discussed two recent cases involving missing and abducted children, and recognized personnel from multiple agencies at both local and state levels who worked tirelessly and in close coordination to ensure a safe outcome for the children and their families.

Missing Child Case:

K9 Artie
Deputy Joseph Hughes
Corporal Logan Williams
Deputy Allie Livingston
Deputy Cody Foster
Deputy Ryheem Dixon
Deputy John Kittrell
Deputy Michael Quinn

Kidnapped Child Case:

Sheriff Anthony Lowery
BCSO LT Curtis Summerlin
BCSO SGT Richard Gingras
BCSO CPL David Tetreau
BCSO Deputy Luke Cowan
BCSO Intel Analyst Marcy Webster
HSI Special Agent Kent Blacklidge (HSI=Homeland Security)
HSI Special Agent Evan McKinney

US Marshal Dom Kendrick
US Attorney's Office, Kasee Heisterhagen
Supervisory Deputy US Marshal Sean Carney
FBI Agent Michael Burton
FBI Special Agent in Charge Sara Jones
FBI Assistant Special Agent in Charge Rick Gaskins
FBI Supervisor Parker Still
Orange Beach Police Officer Lisa Augustine
Orange Beach Police Officer Christopher Demers
Representative Barry Moore (Chad Niblett)
Representative Katie Britt
Senator Chris Elliott

Sheriff Lowery said he is proud of the collaborative partnerships that Baldwin County has cultivated over the years with many agencies.

The Commissioners thanked the Baldwin County Sheriff's Office, collaborating law enforcement agencies and elected officials for their dedication and coordination to bring these children home and reuniting families.

Senator Chris Elliott discussed the instrumental roles Senator Britt and Congressman Moore had in removing roadblocks in the child kidnapping case to bring the child safely home.

DA2 Recognition of Mayor Robert A. Wills for His Years of Distinguished Public Service

[26-0079](#)

Chairman Ball presented a plaque to Mayor Robert A. Wills in recognition for his years of distinguished public service.

Mayor Wills said it has been an honor and privilege to serve as Mayor of the City of Bay Minette and thanked the Commissioners for their support and recognition. Mayor Wills recognized Al Tolbert in the audience for his years of service as Police Chief of Bay Minette.

The Commissioners thanked Mayor Wills for his service to the City of Bay Minette.

E PUBLIC HEARINGS

None.

F OTHER STAFF RECOMMENDATIONS

FO HIGHWAY

FO1 30 Cubed Program - Intergovernmental Roadway Construction Agreement with City of Robertsedale for Certain Roadway Improvements

[26-0141](#)

Frank Lundy, County Engineer, discussed the agreement with the City of Robertsdale for roadway and intersection improvements at Palmer Street (County Road 65) and Alabama Highway 104. Mr. Lundy explained the project includes adding turn lanes and pedestrian crossing signals, relieving congestion and improving safety in the area.

Mayor Ruthie Campbell of the City of Robertsdale discussed the project and thanked the Commissioners for the opportunity to continue the City's partnership with the County.

Further discussion took place regarding the partnership between the County and the City of Robertsdale, the number of 30 Cubed projects approved, and the benefits of the project to the community.

Mr. Lundy discussed the 30 Cubed Program and the opportunities it provides for collaboration and partnerships with the municipalities.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to approve an Intergovernmental Roadway Construction Agreement between the Baldwin County Commission and the City of Robertsdale for roadway and intersection improvements at Palmer Street (County Road 65) and Alabama Highway 104.

The City of Robertsdale will maintain the new roadway segments within their corporate limits once the project is completed.

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	

G ADDENDA

None.

H PUBLIC COMMENTS

Mr. Dan Armstrong, Vice President of the General Galvez Chapter of the Sons of the American Revolution, requested the County Commission's support for installation of commemorative historical signage along the Interstate 10 (I-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 Frank Lundy, County Engineer, to coordinate the request

for a letter of support and to research available funding sources for the signage.

The following individuals were present and expressed their concerns regarding Baldwin County Department of Human Resources (DHR):

Mr. James Fuson
Mr. Yancey Burnett
Ms. Melissa Hera
Ms. Jessica Saxton
Mr. Cody Harrison
Ms. Kristen Bankster
Ms. Chantel Harrison

Primary concerns expressed were removal of children from their homes by DHR, placement of children in foster care vs. placement with relatives, the role of law enforcement in child welfare cases, fundamental rights of parents, and lack of oversight of DHR.

Ms. Hera, family advocate, provided a handout to the Commissioners and discussed funding for DHR.

Roger Rendleman, County Administrator, explained DHR is a State agency. The County provides office space for DHR but does not supply funding.

The Commissioners discussed the County not being responsible for municipal police departments and the County not having home rule authority.

Commissioner Underwood suggested anyone wanting change in legislation regarding DHR operations should contact their state representatives and legislators.

Ms. Saxton, civil rights advocate, discussed the Commission's budget relative to the court system and the Baldwin County Sheriff's Office, and handed out affidavits of criminal conspiracy to the Commissioners.

Mr. Harrison, civil rights advocate, read and provided the Commissioners with a public notice in accordance with United States Code Service Rules of Civil Procedure regarding what he feels are unlawful substitutions of State law to the Constitution of the United States.

I PRESS QUESTIONS

None.

J COMMISSIONER COMMENTS

The Commissioners provided their closing comments and thanked Veterans for their service.

Chairman Ball encouraged the public to attend a Veteran's Day ceremony in their area to honor those who have served in the U.S. Armed Forces.

K ADJOURNMENT

Chairman Ball said the November 6, 2025, Regular meeting is adjourned at 11:37 a.m.

The November 6, 2025, Baldwin County Commission Regular Meeting adjourned at 11:37 a.m.

A handwritten signature in blue ink, appearing to be "J. Ball", is centered on the page.