



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, October 7, 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 October 7, 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 9:00 a.m. Following the Invocation by Commissioner Underwood, the Pledge of Allegiance was led by Commissioner Ball.

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.

CA6 - Commissioner Underwood requested the Commission consider extending the severance pay in employment contracts for appointed employees to three months, and the County covering the difference in the cost for the coverage for the three month period of COBRA insurance in the event of a termination without cause. The employee would pay what they normally pay for County health insurance.

Mr. Rendleman noted the requested changes would be helpful with recruitment.

The Commissioners agreed to have the employment contracts revised for appointed employees to include the changes as requested, and for the revised Item CA6 to be added to the Consent Agenda.

CB1 - Replacement Item - Staff recommendation revised.

CM1 - Replacement Attachment - Resolution revised to clarify purpose of the amendment.

CO5 - Item pulled at the request of the developer.

COMMISSIONER REQUESTS

Commissioner Underwood gave an overview of the Gulf Coast Resource Conservation & Development Council (GCRC&D) which serves Baldwin, Mobile, and Escambia Counties and the Poarch Band of Creek Indians and specializes in environmental, conservation, and community development grants. Commissioner Underwood said she serves as a member of the Council and discussed GCRC&D grant opportunities for educational purposes. Commissioner Underwood further discussed the Solid Waste Disposal Authority's recycling program and the importance of recycling.

Commissioner Gruber noted he was recently selected as Chairman of the South Alabama Regional Planning Commission Board of Directors, with his term effective November 1, 2025.

Chairman McKenzie noted there are two Addendum Items. It was decided that Addendum Item GA1 be moved to the Consent Agenda, and Addendum Item GA2 be moved to Other Staff Recommendations.

SENIOR STAFF REPORTS

Bicentennial Park and Live Oak Landing Master Plan

[26-0026](#)

Frank Lundy, County Engineer, discussed the proposed Master Plan for Bicentennial Park and Live Oak Landing, reestablishment of the historical aspects of Bicentennial Park including expansion of the Veterans Memorial, expanding camping areas and adding recreational opportunities for children at Live Oak Landing Park, and the need for overflow parking for large events.

COUNTY ATTORNEY'S REPORT

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

ADJOURNMENT OF PRE-MEETING WORK SESSION

Mr. Hicks recommended the Commission adjourn the work session and convene in

an executive session to discuss with their attorney the legal ramifications of and legal options for pending litigation, controversies not yet being litigated but imminently likely to be litigated or imminently likely to be litigated if the governmental body pursues a proposed course of action. Mr. Hicks said he is an attorney licensed to practice law in the State of Alabama and this exception is applicable to the planned discussion. The work session will not need to reconvene.

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 9:28 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 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 October 7, 2025, Baldwin County Commission Work Session adjourned at 9:28 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 Pastor Don Hutchinson with First Methodist Church, Bay Minette, and the Pledge of Allegiance led by Chairman McKenzie, the Commission transacted the following business to-wit:

Chairman McKenzie introduced Ruthie Campbell, Mayor-elect of the City of Robertsdale.

Mayor-elect Campbell said she looks forward to serving the City of Robertsdale and is excited to continue the partnership with the County Commission.

Chairman McKenzie thanked Ms. Campbell for her hard work on the city council.

Commissioner Underwood said the City of Robertsdale will partner with the County on a 30 Cubed Program project for road improvements on State Highway 104 at Palmer Street.

A ADOPTION OF MINUTES

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt the minutes of the September 16, 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

[26-0030](#)

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

[26-0029](#)

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to ratify interim payments approved by the Clerk / Treasurer and signed by the Chairman of the County Commission.

The motion passed by the following vote:

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

Nay: 0
Absent: 0
Abstain: 0

C CONSENT

Chairman McKenzie noted the following before the adoption of the Consent Agenda: Replacement Item CB1, Replacement Attachment for Item CM1, Item CO5 has been removed from the Agenda, Addendum Item GA1 has been added to the Consent Agenda, and Item CA6 includes the changes to the employment contracts as discussed during the work session.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to adopt the Consent Agenda including Replacement Item CB1, Replacement Attachment for Item CM1, Addendum Item GA1, revisions to Item CA6, and with the exception of Item CO5, 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 Annexation Notification(s) [26-0040](#)

Acknowledge and make part of the record the City of Fairhope Ordinances No. 1835 and No. 1836 annexing property into its corporate limits.

CA2 Hope Community's Second Annual Our Roots Run Deep 5K Fun Run [26-0002](#)

Approve the requested route for the Hope Community's second annual Our Roots Run Deep 5K Fun Run in the Fairhope area on Saturday, January 10, 2026, beginning at 8:00 a.m. and ending at approximately 11:00 a.m.

CA3 Rudy's Hands 5K and 1-mile Fun Run [26-0003](#)

Approve the requested route for Rudy's Hands 5K and 1-mile Fun Run to be held on Saturday, November 1, 2025, at Mullet Point Park in Fairhope, Alabama, beginning at 8:00 a.m. and ending at approximately 10:00 a.m.

CA4 Perdido Bay Water, Sewer and Fire Protection District - Reappointment [26-0005](#)

Related to the Perdido Bay Water, Sewer and Fire Protection District, reappoint Mr. Lee

Hoffman as a member of the Board of Directors for a four (4) year term, said term continuing from October 5, 2025, and expiring October 5, 2029.

CA5 Contingency Fee Agreement with Maples & Fontenot, LLP

[26-0060](#)

Approve the Contingency Fee Agreement of 25% between the Baldwin County Commission and Maples & Fontenot, LLP for legal services associated with an uncollectable judgement.

CA6 First Amendment to Employment Contracts for Appointed Contract Employees

[26-0049](#)

Approve the First Amendment to Employment Contracts for the following appointed contract employees, said amendment to be effective for the first payroll of Fiscal Year 2026:

- 1) Budget Director, Elizabeth M. Hodges
- 2) Building Official, Eddie D. Harper
- 3) Communication and Information Systems Director, Brian Peacock
- 4) County Administrator, Roger H. Rendleman
- 5) County Engineer, Frank Lundy
- 6) Emergency Management Director, Thomas O. Tyler
- 7) Juvenile Detention Director, Georgeanna Murphy
- 8) Personnel Director, Deidra B. Hanak

CA7 Lease Agreement with Frank Bryars for 40 Acres in North Baldwin County

[26-0032](#)

Approve the Lease Agreement between the Baldwin County Commission and Mr. Frank Bryars, allowing Mr. Bryars to continue to use approximately 40 acres of County-owned property in north Baldwin County for the grazing of cattle and livestock, at a lease price of six hundred dollars (\$600.00) per year. The lease agreement is effective for a twelve (12) month period, commencing October 1, 2025, and expiring September 30, 2026.

CB ANIMAL CONTROL

CB1 *Addition of Baldwin County Animal Shelter Employee to County Take Home Vehicle List

[26-0008](#)

Approve the addition of the following employee to the County Take Home Vehicle List with an effective date of October 7, 2025:

Ryan Brown, Animal Control Officer - 2025 Ford F-250 Super Crew Cab 4x4

CB2 Waiving of Age Limit for Volunteers for Foley High School Key Club Event at Baldwin County Animal Shelter

[26-0037](#)

Take the following actions:

- 1) Approve the one-time waiving of the age requirement for volunteers as listed in the Baldwin County Animal Shelter Volunteer Handbook (page 5) for a volunteering event by the Foley High School Key Club at the Baldwin County Animal Shelter on October 18, 2025; and
- 2) Approve the Baldwin County Animal Shelter Consent and Waiver Agreement for Minor Volunteer.

CC ARCHIVES AND HISTORY

CC1 Alabama Tourism Department - 2025 Legislative Event Grant Acceptance [26-0045](#)

Take the following actions:

- 1) Accept the 2025 Alabama Tourism Department Legislative Event Grant in the amount of \$2,600.00 from the Alabama Tourism Department for the Baldwin County Commission (Department of Archives and History) to assist with expenses involved with the Christmas Drive-Thru Light Shows (December 1-23, 2025); and
- 2) Authorize the Chairman to execute the Letter of Understanding and Disclosure Statement between the Baldwin County Commission and the Alabama Tourism Department and any other documents related to this grant award.

CD BALDWIN REGIONAL AREA TRANSIT SYSTEM (BRATS)

CD1 Federal Transit Administration Grant Award for FY 2026 Section 5307 / 5339 Funds Apportioned to Fairhope-Daphne, Alabama Urbanized Area [26-0009](#)

As related to the FY 2026 Section 5307 / 5339 Urban Transportation Grant Program, take the following actions:

- 1) Accept the Grant Agreement identified as Federal Award Identification Number: AL-2025-020-00 in the amount of \$740,000.00 in Federal Funding; and
- 2) Authorize the Chairman to execute the Grant Agreement with the U.S. Department of Transportation, Federal Transit Administration; and
- 3) Authorize the Director of Transportation to execute the award electronically through the required web-based portal "Transit Award Management System" (TrAMS) using a personal identification number on behalf of the Baldwin County Commission.

The agreement shall be effective September 9, 2025, and shall terminate March 30, 2035.

CE BUDGET/PURCHASING

CE1 Competitive Bid #WG25-31 - Provision of Paint Striping Materials for the Baldwin County Commission

[26-0011](#)

As it relates to Competitive Bid #WG25-31 - Provision of Paint Striping Materials, take the following actions:

1) Rescind the portion of the action taken by the Baldwin County Commission during its July 16, 2025, Regular Meeting, related to Agenda Item CE2, awarding the item listed below to the lowest bidder, Potters Industries, LLC:

Item #4 - Glass Bead: Visilok Type 1 D-2 Intermix System or Equivalent, Shipped in 50-90 lb. Moisture Proof Bags on Pallets - \$0.96 per pound; and

2) Award the bid to the next lowest responsible bidder, The Pittsburgh Paints Co., for the item listed below:

Item #4 - Glass Bead: Visilok Type 1 D-2 Intermix System or Equivalent, Shipped in 50-90 lb. Moisture Proof Bags on Pallets - \$3.25 per pound.

CE2 Competitive Bid #WG25-44 - Purchase and Implementation of Twenty (20) or more Poll Pad Equipment Packages for the Baldwin County Commission

[26-0013](#)

Award Bid #WG25-44 for the Purchase and Implementation of twenty (20) or more poll pad equipment packages for the Judge of Probate Office to KNOWiNK, LLC as follows:

Model: Poll Pad Package - Flip Stand
Bid Amount: \$36,400.00
Annual Maintenance for 3 Years: \$6,000.00
Total Cost: \$42,400.00
Delivery Time: 60 Days/ARO

CE3 Competitive Bid #WG25-46 - Provision of Annual Traffic Signal Repair for the Baldwin County Commission

[26-0042](#)

Take the following actions:

1) Approve the specifications for the Provision of Fiber Optic Network - Maintenance and Locates and authorize the Purchasing Director to place a competitive bid; 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 #WG26-01 - Provision of Fiber Optic Network - Maintenance and Locates for the Baldwin County Commission

[26-0014](#)

Take the following actions:

- 1) Approve the specifications for the Provision of Fiber Optic Network - Maintenance and Locates and authorize the Purchasing Director to place a competitive bid; 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 Construction of New Outdoor Atrium at Baldwin County Courthouse Located in Bay Minette, Alabama, for the Baldwin County Commission

[26-0010](#)

Approve and authorize the Chairman to execute Allowance Authorization No. 5 with Tindle Construction, LLC, in the amount of \$18,984.00, for installing straps on existing cracked pre-cast coping, seal cracked area, and cover entire radius section with pre-finished metal cap, 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.

CE6 Lease of Postage Machine / Mailing System for Baldwin County Revenue Commission Office

[26-0012](#)

Approve and authorize the Chairman to execute the lease agreement and addendum with Quadient Leasing USA, Inc. (Accurate Control) for the lease of a postage machine / mailing system off the State of Alabama bid for thirty-six (36) months effective upon full execution as follows:

Revenue Commission Office - Bay Minette, Alabama
IX7 - iX-7 Series Base w/ Mixed Size Feeder, Sealer, Drop Tray & Ink Cartridge
IXDS7 - Dynamic Weighing Platform for IX Series 7/7PRO Bases
IXWP10 - IX Series 10 lb Weighing Platform
WP10STDN - 10lb Scale Stand for IXWP10, ISWP10 & INWP10
IM16 - Letter Opener
ECERT-PROCESSING - e-Certify Processing Fee (Used for Lease Renewals ONLY)
CS-25ECERT1K - e-Certify Subscription - Level 2 (up to 1,000 e-Certs per year)
DS40I - DS40i Folder Inserter
DS40ITRIFOLD - DS40I TriFold Kit
Full Coverage Maintenance Contract:
\$2,485.02 per quarter - total per year \$9,940.08

CE7 Rental of Six (6) New Copy Machines for Various Departments for the Baldwin County Commission

26-0036

Approve and authorize the Chairman to execute the rental agreements with Sharp Electronics Corporation for the rental of six (6) new copy / scanner / fax machines off the State of Alabama bid for thirty-six (36) months effective the date of execution as follows:

Location: Sheriff's Training Center - Bay Minette

Model: BP-70M65

Price: \$187.28 per month

Excess Charge/copy: \$0.0049 B/W

Location: Sheriff's Docket - Bay Minette

Model: BP-70M65

Price: \$187.28 per month

Excess Charge/copy: \$0.0049 B/W

Location: Foley Sheriff's Office - Foley

Model: BP-70M65

Price: \$197.74 per month

Excess Charge/copy: \$0.0049 B/W

Location: Fairhope Sheriff's Office - Fairhope

Model: BP-70M65

Price: \$194.01 per month

Excess Charge/copy: \$0.0049 B/W

Location: Sheriff's Office, Narcotics Division - Robertsdale

Model: BP-70M65

Price: \$197.74 per month

Excess Charge/copy: \$0.0049 B/W

Location: Building Inspection Department - Robertsdale

Model: BP-70C55

Price: \$243.96 per month

Excess Charge/copy: \$0.0054 B/W / \$0.0400 Color

CE8 Request for Qualifications (RFQ) for Engineering / Environmental Services for Dirt Road Paving Project - Fairground Road from Adams Drive to Baldwin Beach Express for the Baldwin County Commission

26-0035

Approve the Request for Qualifications (RFQ) for Engineering / Environmental Services for the Dirt Road Paving Project - Fairground Road from Adams Drive to Baldwin Beach Express and authorize the Purchasing Director to advertise the RFQ.

CE9 Request for Qualifications (RFQ) for Professional Services for Development of Comprehensive Safety Action Plan for Eastern Shore MPO and the Baldwin County Commission [26-0055](#)

Approve the Request for Qualifications (RFQ) for Professional Services for the Development of a Comprehensive Safety Action Plan for the Eastern Shore Metropolitan Planning Organization and authorize the Purchasing Director to advertise the RFQ.

CE10 Correction to Agenda Item CE11 - September 16, 2025, Baldwin County Commission Regular Meeting [26-0063](#)

Related to Agenda Item CE11 approved during the September 16, 2025, Regular meeting, more specifically the staff recommendation and Resolution #2025-170, correct for the record the following due to typographical errors:

1) The amount of the appropriation to the North Baldwin Animal Shelter listed in staff recommendation #3 from \$10,000.00 to \$25,000.00 (which brings total cost of recommendation from 1,015,624.00 to 1,030,624.00); and

2) The fiscal year referenced in Resolution #2025-170 from FY 2024-2025 to FY 2026; and

3) The resolution number referenced on pg. 1 of Resolution #2025-170 from #2025-170 to #2025-171.

CH COMMUNICATIONS/INFORMATION SYSTEMS (CIS)

CH1 Sale of Surplus Equipment on GovDeals.com [26-0015](#)

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

Lot 1: Twenty-Nine (29) Desktops and Six (6) Monitors

Lot 2: Twenty-Three (23) Laptops

Lot 3: Forty (40) Phones, One Hundred and Four (104) Sonim, and Forty-Five (45) Tablets

Lot 4: Polycom System - Ten (10) Video Codecs, One (1) Subwoofer, and Three (3) Cameras

CK EMERGENCY MANAGEMENT AGENCY (EMA)

CK1 Agreement Concerning Use of Baldwin County Board of Education Transportation Assets and Facilities for Evacuation [26-0016](#)

Approve and authorize the Chairman to execute the Agreement Concerning Use of Baldwin County Board of Education Transportation Assets and Facilities for Evacuation, between the Baldwin County Board of Education and the Baldwin County Commission.

This Agreement shall be for a term of one year commencing on the date of full execution and thereafter shall automatically renew on an annual basis unless and until either party provides a thirty (30) day written notice of termination. Notwithstanding anything written or implied herein, the Board shall not terminate this Agreement anytime during the period between April 1st and November 1st during any calendar year without a showing of exigent circumstances.

This Agreement hereby supersedes and replaces in its entirety the original agreement between the Baldwin County Board of Education and the Baldwin County Commission, approved October 17, 2023.

CM FINANCE AND ACCOUNTING

CM1 *Resolution #2026-005 Amending Resolution #2017-089 Related to Distribution of Funds to North Baldwin Infirmary, Thomas Hospital, and Baldwin Health [26-0046](#)

Adopt Resolution #2026-005 which amends Resolution #2017-089, adopted by the Commission on June 22, 2017, related to distribution of funds received, collected, or held pursuant to or in accordance with subdivision (5) of Section 45-2-245 equally to North Baldwin Infirmary, Thomas Hospital, and Baldwin Health (name change of South Baldwin Regional Medical Center to Baldwin Health).

CN GRANTS

CN1 Formal Administrative Closeout of ARPA Subaward to Perdido Bay Water, Sewer & Fire Protection District for Completion of Boros Road Water Capacity Improvement Project [26-0018](#)

Take the following actions:

- 1) Approve the Formal Administrative Closeout of American Rescue Plan Act (ARPA) Subaward to Perdido Bay Water, Sewer & Fire Protection District for Completion of the Boros Road Water Capacity Improvement Project; and
- 2) Authorize the Chairman to execute the Notice of Closeout Letter with the Perdido Bay Water, Sewer & Fire Protection District.

CO HIGHWAY

CO1 Authorization for Assistant County Engineer to Sign Plats During Absence of County Engineer [26-0043](#)

Authorize the Assistant County Engineer to review, approve, and sign off on subdivision plats in the absence of the County Engineer.

CO2 Adopt-A-Mile - St. Michael Way and Higbee Road in Fairhope, Alabama [26-0041](#)

Authorize the Chairman and County Engineer to execute an Adopt-A-Mile Program Application submitted by Higbee Farm for St. Michael Way and Higbee Road in Fairhope, Alabama.

CO3 Amendment No. 2 of GOMESA Grant Agreement for Kelly Pit Regional Detention Project [26-0034](#)

Approve and authorize the Chairman to execute Amendment No. 2 of the Gulf of Mexico Energy Security Act Grant Agreement from the Alabama Department of Conservation and Natural Resources for the Magnolia River Watershed Constructed Wetlands and Regional Detention - Kelly Pit Mitigation Site.

The Amendment extends the project performance date to April 1, 2029, and reallocates the existing costs of the project.

CO4 Case No. SFP25-000018 - Silver Springs, Phase 1 - Road Acceptance [26-0038](#)

Take the following actions regarding Subdivision Case No. SFP25-000018 - Silver Springs, 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
Arrowhead Court	2,152 ft	20 ft
Brookville Drive	170 ft	20 ft
Bluebird Drive	1,551 ft	20 ft
Dove Lane	95 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 Atlantic Specialty Insurance Company, on behalf of River Oaks Development, LLC, in the amount of \$657,950.25 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.

CO5 Development Agreement with Gaskin Banks, LLC, for Funding Transportation Improvements on County Road 64 [26-0053](#)

Removed from the Agenda.

CO6 FY 2026 Alabama Transportation Rehabilitation and Improvement Program II - Application for Intersection Improvements on Project #HW26002 - State Route 59 at Boatyard Road [26-0021](#)

Take the following actions:

- 1) Approve Highway Department staff to prepare and submit an application for the Fiscal Year 2026 Alabama Transportation Rehabilitation and Improvement Program II (ATRIP-II) to request federal funding for intersection improvements on Project #HW26002 - State Route 59 at Boatyard Road; and
- 2) Adopt Resolution #2026-004 authorizing the grant application submittal; and
- 3) Authorize the Chairman to send a letter to the Alabama Department of Transportation (ALDOT) advising of Baldwin County's intent to apply for federal funds for the construction of the project; and
- 4) Approve the Chairman to sign any other award or reporting documents as needed.

CO7 FY 2026 Resurfacing Projects - Permission to Advertise [26-0023](#)

Authorize the Purchasing Director to place a competitive bid for the Fiscal Year 2026 Resurfacing Projects as design plans and specifications are completed.

CO8 Letter of Support for City of Robertsdale - FY 2026 Alabama Transportation Rehabilitation & Improvement Program Grant Funds for State Route 59 and Palmer Street Intersection Improvements [26-0052](#)

Authorize the Chairman to execute a letter of support to Alabama Department of Transportation for City of Robertsdale's application for FY2026 Alabama Transportation Rehabilitation & Improvement Program (ATRIP-II) grant funds for improvements at the intersection of State Route 59 and Palmer Street.

CO9 License Agreement with Cellco Partnership d/b/a Verizon Wireless for Small Wireless Facilities on Portions of County Rights-of-Way [26-0054](#)

Approve a non-exclusive License Agreement between Baldwin County and Cellco Partnership d/b/a Verizon Wireless for construction, maintenance and operation of small wireless facilities (SWF) and / or support structures on portions of County rights-of-way.

The term of this Agreement shall be effective the date of full execution and shall be valid for a period of five (5) years from such date.

CP JUVENILE DETENTION

CP1 Memorandum of Agreement with the Baldwin County Board of Education Concerning Allocation of Education Trust Fund Monies [26-0025](#)

Approve the Memorandum of Agreement between the Baldwin County Commission and the Baldwin County Board of Education for the allocation of the Education Trust Fund Monies to be used to provide educational services at the Baldwin County Regional Juvenile Detention Center. The term of this agreement commences October 1, 2025, and ends September 30, 2026.

CQ PARKS

CQ1 Bicentennial Park and Live Oak Landing Master Plan [26-0026](#)

Adopt the updated Master Plan for Bicentennial Park and Live Oak Landing prepared by Jade Consulting, LLC.

CR PERSONNEL

CR1 Finance and Accounting - Employment of One (1) Accounts Payable Technician Position [26-0056](#)

Approve the employment of April Crysell to fill the vacant Accounts Payable Technician position (#5549) grade 308 (\$19.12 per hour / \$39,760.00 annually) to be effective no sooner than October 13, 2025.

CR2 Highway Department (Traffic Operations) - Employment of One (1) Traffic Control Technician II (Sign) Position [26-0057](#)

Approve the employment of Joseph Fleming to fill the vacant Traffic Control Technician II (Sign) position (#503) grade 309 (\$20.04 per hour / \$41,673.60 annually) to be effective no sooner than October 13, 2025.

CR3 Juvenile Detention Center - Employment of Two (2) Detention Worker Positions [26-0058](#)

Take the following actions:

- 1) Approve the employment of Brittany Heartfield to fill the open Detention Worker position (#15) at a grade 309 (\$20.04 per hour / \$41,673.60 annually); and
- 2) Approve the employment of Juanita Strehle to fill the open Detention Worker position (#5163) at a grade 309 (\$20.04 per hour / \$41,673.60 annually).

These actions shall be effective no sooner than October 13, 2025.

GA GENERAL

GA1 Resolution #2026-007 - Court Reporter Salary Supplement Increase

[26-0066](#)

Adopt Resolution #2026-007 exercising the permissive authority set forth at Section 45-2-82.43, Code of Alabama (1975), to grant the new county salary supplement for the six (6) Court Reporter positions in the Twenty-Eighth Judicial Circuit, effective October 6, 2025.

Resolution #2026-007 supersedes and replaces Resolution #2025-090 as approved by the County Commission on March 5, 2025.

D PRESENTATIONS

DA GENERAL

DA1 Presentation by District Attorney Robert Wilters Commending Mr. Shirley Magie for Assistance Provided to the Baldwin County District Attorney's Office

[26-0033](#)

District Attorney Robert Wilters, Assistant District Attorney Patrick Doggett, and Chief Deputy David White, presented a letter of recognition to Mr. Shirley Magie, Maintenance Engineer with the Baldwin County Sheriff's Office, for his assistance during a recent case.

Mr. Doggett discussed Mr. Magie's role in translating testimony from witnesses who only spoke Haitian Creole for purposes of the investigation and trial in a 2024 murder case and thanked Mr. Magie for his willingness to serve in this capacity.

The Commissioners thanked Mr. Magie for partnering with the D.A.'s Office to provide translation assistance. Commissioner Ball suggested D.A. Wilters and Mr. Doggett add Mr. Magie to the Administrative Office of Courts list which would allow him to provide translation services as needed.

DA2 Proclamation - Domestic Violence Awareness Month - October 2025

[26-0004](#)

After Commissioner Underwood read the Proclamation, she presented it to Ms. Rhyon Ervin, Executive Director of The Lighthouse.

Ms. Ervin thanked the Commissioners for their support of Domestic Violence Awareness Month and discussed the statistics and impact of domestic violence. Ms. Ervin further discussed services provided by The Lighthouse which include a crisis hot-line, safe shelter, access to help and services, support and advocacy, and prevention programs in schools. Ms. Ervin invited everyone to attend the 7th Annual Domestic Violence vigil on October 16, 2025, at May Day Park in Daphne to honor survivors and remember victims of domestic violence.

The Commissioners discussed the effects of domestic violence, the need for

public awareness, and thanked The Lighthouse and its staff for the resources they provide to the community.

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to adopt a Proclamation which proclaims October 2025 as Domestic Violence 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 Employees of the Quarter - 3rd Quarter 2025

[26-0059](#)

Deidra Hanak, Personnel Director, Rhonda Ryals, Custodial Supervisor, Jerry Green, Audit Compliance Officer, Mark Acreman, Assistant County Engineer, Tate Chalfant, Right-of-Way Manager, and Adam Harville, Highway Area 300 Supervisor, presented certificates recognizing the following employees as Employees of the Quarter for the Baldwin County Commission:

Ms. Debbie King, Custodian, Custodial Department

Ms. Crystal Rice, Audit Compliance Officer I, Sales and Use Tax / License Inspection Department

Mr. Tracey Cason, Right-of-Way Mapping Coordinator, Highway Department

Mr. Donald Prim, Operator Technician IV/CDL Instructor, Highway Department

The Commissioners thanked the employees for the work they do for Baldwin County.

E PUBLIC HEARINGS

None.

F OTHER STAFF RECOMMENDATIONS

GA2 Monetary Donation from Fly High Goose Foundation

[26-0068](#)

Frank Lundy, County Engineer, discussed the monetary donation from the Fly High Goose Foundation to provide playground enhancements at Live Oak Landing Park.

Commissioner Ball introduced Kelly and Amber Johnson, founders of the Fly High Goose Foundation, and discussed the current lack of activities for children at Live Oak Landing park.

Mr. Johnson explained the mission of the Foundation and presented a check in the

amount of \$30,000.00 to the Commission for Live Oak Landing Park.

The Commissioners thanked the Johnsons for the generous donation and the work the Foundation does for the community.

Commissioner Ball noted the project will be greatly appreciated, especially by the North Baldwin community, and discussed the Foundation's efforts to identify projects.

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to accept the monetary donation in the amount of \$30,000.00 from the Fly High Goose Foundation, a non-profit organization, for playground enhancements at Live Oak Landing Park.

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

H PUBLIC COMMENTS

Mr. James Godwin, volunteer firefighter, discussed a recent boating accident near Holly Creek Landing and the efforts of the rescue teams in a challenging environment with limited accesibility. Mr. Godwin requested the Commission contact the landowner at Dixie Landing to discuss options for better access for first responders.

Chairman McKenzie suggested Mr. Godwin reach out to the North Baldwin Sheriff's Search & Rescue team in the event they are needed.

I PRESS QUESTIONS

None.

J COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

Commissioner Ball requested an agenda item be prepared for the November 6, 2025, Regular meeting recognizing the Sheriff's Office for their recent efforts in the rescue and safe return of missing children.

K ADJOURNMENT

Motion by Commissioner James E. Ball to adjourn the October 7, 2025, Baldwin County Commission Regular Meeting at 11:17 a.m.

The October 7, 2025, Baldwin County Commission Regular Meeting adjourned at 11:17 a.m.

Matthew P. McKern