



Baldwin County Commission
Work Session and Regular
Meeting Minutes

Tuesday, December 17, 2024

Baldwin County Fairhope Satellite Courthouse, County Commission Meeting Chambers – 2nd Floor
1100 Fairhope Avenue, Fairhope, Alabama 36532

[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 December 17, 2024, at 9:00 a.m. in the Baldwin County Fairhope Satellite Courthouse, County Commission Meeting Chambers.

WELCOME, INVOCATION AND PLEDGE OF ALLEGIANCE

The Chairman called the meeting to order at 9:03 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.

CA3 - Certificate of Liability Insurance forthcoming from event organizer.

GA1 - Discussion took place regarding reallocation of ARPA funds. It was decided Addendum Item GA1 would be moved to the Consent Agenda.

CR6 - Pulled at the request of the Personnel Director.

DA2 - Replacement Item due to receipt of resolution.

EO1 - Addendum Attachment-Proof of advertisement.

EO2 - Addendum Attachment-Proof of advertisement.

COMMISSIONER REQUESTS

None.

SENIOR STAFF REPORTS

None.

COUNTY ATTORNEY'S REPORT

Brad Hicks, County Attorney, said 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 meeting 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; and to discuss preliminary negotiations involving matters of trade or commerce in which the governmental body is in competition with private individuals or entities or other governmental bodies in Alabama or in other states or foreign nations or to discuss matters or information of the character defined or described in the Alabama Trade Secrets Act.

Mr. Hicks made an oral declaration that he has personal knowledge the discussion would involve matters or information of the character defined or described in the Alabama Trade Secrets Act that would have a detrimental effect on the competitive position of the County on the negotiations or upon the location, retention, expansion or upgrading of a public employer or business entity in the area served by the Baldwin County Commission if disclosed outside of an executive session.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:10 a.m. to:

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

The motion passed by the following vote:

Aye: 4 - James E. Ball, Matthew P. McKenzie, Billie Jo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 0

Chairman McKenzie noted the work session will not reconvene after the executive session, and the regular meeting will convene at 10:00 a.m.

The December 3, 2024, Baldwin County Commission Work Session Meeting adjourned at 9:10 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 John Schell with Harvest Fields Church, Summerdale, and the Pledge of Allegiance led by Commissioner Gruber, 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 December 3, 2024, 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

[25-0306](#)

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 Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 [25-0305](#)

No action taken.

C CONSENT

Chairman McKenzie noted Item CR6 has been removed from the Agenda, and Item GA1 has been added to the Consent Agenda.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to approve the Consent 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 Case No. LV-24021 - Alcohol License Application for The Galley On The River LLC d/b/a The Galley On The River [25-0268](#)

Approve the issuance of 020 - Restaurant Retail Liquor license by the Alabama Alcoholic Beverage Control (ABC) Board for The Galley on the River LLC d/b/a The Galley On The River located at 18546 County Road 10, Foley, Alabama 36535.

Approval is contingent upon applicant obtaining a health department permit and a business license.

CA2 Designation of Alabama Secretary of State as Agent for Voter File Maintenance Program [25-0354](#)

Approve an Agency Agreement between the Alabama Secretary of State and the Baldwin County Commission which authorizes the Alabama Secretary of State to act as the Baldwin County Commission's agent for the purposes of paying postage necessary and performing the mailing of certain notices pursuant to the National Voting Rights Act of 1993 to voters as required by Act 2021-534 and collecting reimbursements from the State Elections Fund.

The Agency Agreement shall commence upon full execution between the parties and remain in effect until terminated.

CA3 Zion Fountain and Vaughn Community Annual Christmas Parade

[25-0310](#)

Approve the request from Zion Fountain A. M. E. Zion Church for the use of county roads for the annual Zion Fountain and Vaughn Community Christmas Parade on Saturday, December 21, 2024, beginning at 1:00 p.m.

This approval is contingent upon the event coordinator providing a Certificate of Liability Insurance prior to the event taking place, per County Policy #9.15.

CC ARCHIVES AND HISTORY

CC1 Dedication Ceremony for Placement of America 250 Memorial Benches in Veterans Memorial Area of Bicentennial Park

[25-0295](#)

Take the following actions:

- 1) Approve the Event: Dedication Ceremony for the placement of two America 250 Benches in the Veterans Memorial area of Bicentennial Park to be held on Saturday, February 15, 2025, at 2:00 p.m.; and
- 2) Approve waiving of rental fees for the park for the event; and
- 3) Authorize the Department of Archives and History to assist in the planning and preparation for the event.

CE BUDGET/PURCHASING

CE1 Amendment (Schedule D) to Service Agreement with Kofile Technologies, Inc., for Phase II of Preservation, Archival Imaging and Indexing of Historical Baldwin County Records for Baldwin County Archives and History Department

[25-0324](#)

Approve and authorize the Chairman to execute the Amendment (Schedule D) to the Service Agreement with Kofile Technologies, Inc., approved on February 15, 2022, in the amount of \$198,998.55 for the preservation, archival imaging, and imaging of historical records for the Baldwin County Archives and History Department.

Amendment (Schedule D) will become effective upon full execution and will remain in effect for 180 days of retrieving the records from the County Archives Department.

CE2 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

25-0345

Approve Allowance Authorization No. 1 with Tindle Construction, LLC, in the bid amount of \$42,130.89, with no change to the original contract amount, for the Construction of New Mental Health Holding Cells at the Baldwin County Juvenile Detention 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.

CE3 Construction of Phase II Baldwin County Sheriff's Office Renovations of Old Bay Minette Police Department Building

25-0326

Award the bid for Construction of Phase II Baldwin County Sheriff's Office Renovations of the Old Bay Minette Police Department building located in Bay Minette to the lowest bidder, JNB Services, LLC, in the bid amount of \$3,445,522.00; Construction time: 270 calendar days; and authorize the Chairman to execute the Contract.

CE4 Donation of One (1) Surplus Vehicle from the Baldwin County Sheriff's Office to the Dale County Sheriff's Office for the Baldwin County Commission

25-0291

Approve the donation of one (1) 2010 Ford Crown Victoria, VIN 2FABP7BV9AX114884, from the Baldwin County Sheriff's Office to the Dale County Sheriff's Office and authorize the Chairman to execute the Vehicle Donation Form and Fixed Asset Change Form.

CE5 Request for Qualifications (RFQ) for Engineering Services for County Road 13 and Corte Road Intersection Improvement Project for the Baldwin County Commission

25-0336

Authorize staff to begin negotiations with Gresham Smith so that a final recommendation for award can be made to the Baldwin County Commission for the Engineering Services for the County Road 13 and Corte Road Intersection Improvement Project.

CE6 Request for Qualifications (RFQ) for Engineering Services for Dirt Road Paving Project - Mannich Lane from County Road 9 to Lipscomb Road for the Baldwin County Commission

25-0335

Authorize staff to begin negotiations with Thompson Engineering, Inc., so that a final recommendation for award can be made to the Baldwin County Commission for the Engineering Services for the Dirt Road Paving Project - Mannich Lane from County Road 9 to Lipscomb Road.

CE7 Rescinding and Awarding Quotes for Cleaning the Heating and Air Conditioning Ducts in the Baldwin County Central Annex II Building Located in Robertsdale, Alabama

[25-0292](#)

Take the following actions:

1) Rescind the action taken by the Baldwin County Commission during its November 19, 2024, Regular meeting (Agenda Item CE5), which awarded the quote to Air Specialty, Inc., for Cleaning the Heating and Air Conditioning Ducts in the Baldwin Central Annex II Building; and

2) Award the quote to the second lowest vendor, Star Services, Inc. of Mobile, in the amount of \$39,987.00, and authorize the Chairman to execute the Public Works Contract and Certificate of Compliance.

The Contract shall be effective and commence immediately upon the same date as its full execution and shall terminate upon the expiration of no more than thirty (30) days after the notice to proceed is issued or upon a written notification received by either party within the required ten (10) day period.

CH COMMUNICATIONS/INFORMATION SYSTEMS (CIS)

CH1 DLT Solutions, LLC - TIPS Purchasing Cooperative Contract for Sales & Use Tax / License Inspection

[25-0327](#)

Approve and authorize the Chairman to execute the Add-on to the TIPS Purchasing Cooperative Contract No. 210101 between DLT Solutions, LLC and Baldwin County Commission for a complete, configurable solution for recording, managing, and accessing Tax collections / Business License records at a one-time rate of \$300,092.25.

CH2 Sale of Surplus Equipment on GovDeals.com

[25-0302](#)

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

Lot 1: Four (4) HPE ProLiant Servers

CH3 Termination of Master Agreement and Partnership Proposal with TextMyGov

[25-0265](#)

Take the following actions:

- 1) Authorize the Chairman to execute a notice of termination to TextMyGov, to terminate the Master Agreement and Partnership Proposal between the Baldwin County Commission and TextMyGov; and
- 2) Notify TextMyGov with the required written notification of termination as stated in the Agreement, said termination effective April 5, 2025.

CJ ELECTED OFFICIALS

CJ1 Sheriff's Office - Transfer of One Vehicle to Baldwin County Commission to be Sold on GovDeals.com [25-0303](#)

Take the following actions:

- 1) Authorize the transfer of the following vehicle from the Baldwin County Sheriff's Office to the Baldwin County Commission as a surplus asset and authorize the Chairman to execute the Fixed Asset Change Form:

Chevrolet Tahoe - VIN #1GNLC2EC7FR562945

- 2) Authorize the sale of the listed vehicle per Baldwin County Policy #8.8 on GovDeals.com and authorize the revenue to be deposited in the Baldwin County Commission's General Fund.

CK EMERGENCY MANAGEMENT AGENCY (EMA)

CK1 FY 2024 State Homeland Security Grant Program Subgrant Award Agreement with Alabama Law Enforcement Agency to Update Emergency Operations Center Operation's Video Wall System [25-0236](#)

Take the following actions:

- 1) Adopt Resolution #2025-054 amending the Fiscal Year 2025 Budget (Resolution #2024-159 and Resolution #2024-158, adopted on September 17, 2024) to allocate \$22,833.00 in additional funding for the purchase of the Baldwin County Commission (Emergency Management Agency(EMA)) video wall; and
- 2) Approve the Fiscal Year 2024 State Homeland Security Grant Program (SHSGP) Subgrant Award Agreement in the amount of \$107,433.00 with the Alabama Law Enforcement Agency (ALEA) to update the Baldwin County Emergency Operations Center (EOC) Operation's Video Wall System; and
- 3) Authorize the Chairman to sign any other documents related to the Grant Agreement; and

4) Authorize the EMA Planning & Grants Division Manager to submit the signed Subgrant Award Agreement electronically through the ALEA grants portal, on behalf of the Baldwin County Commission.

CM FINANCE AND ACCOUNTING

CM1 Termination of Services Agreement with Brink's U.S. for Armored Transportation Services

[25-0334](#)

Authorize the Chairman to execute a written notice of termination to Brink's U.S. to terminate the Services Agreement between Brink's U.S. and the Baldwin County Commission for armored transportation services of public funds, originally approved during the April 16, 2013, Baldwin County Commission regular meeting.

This termination is effective on February 17, 2025.

CN GRANTS

CN1 Edward Byrne Memorial Justice Assistance Grant Fiscal Year 2024 Local Program Acceptance

[25-0323](#)

Take the following actions:

1) Accept the Edward Byrne Memorial Justice Assistance Grant (JAG) Fiscal Year 2024 Local Program in the amount of \$15,906.00 in federal funds to purchase a K-9 for the Baldwin County Sheriff's Office Special Operations Unit; and

2) Authorize the Chairman to execute documents related to this grant; and

3) Authorize the Grants Administrator to submit the acceptance electronically through the Justice Grants System portal, on behalf of the Baldwin County Commission.

CN2 Extension of Sheriffs' Advancement in Education, Technology, and Training Fund Grant Agreement

[25-0325](#)

Take the following actions:

1) Approve the one-year extension of the Sheriffs' Advancement in Education, Technology, and Training Fund Grant in an amount to be determined, by the Alabama Department of Economic and Community Affairs (ADECA) for the Baldwin County Sheriff's Office to offset the amount of lost revenue from the sale of pistol permits; and

2) Approve the Chairman, as the Authorized Representative, to sign any documents related to the grant award; and

3) Authorize the Grants Administrator to submit the Agreement and any other related documents electronically through the ADECA grants portal on behalf of the Baldwin County Commission.

CN3 Resolution #2025-055 - Amendment #1 to Subrecipient Agreement with Town of Silverhill for ARPA-Funded Water Tower Project

[25-0319](#)

Take the following actions:

1) Adopt Resolution #2025-055 of the Baldwin County Commission approving Amendment #1 to the Subrecipient Agreement with the Town of Silverhill for the ARPA-funded Water Tower Project; and

2) Approve and authorize the Chairman to execute Amendment #1 to the Subrecipient Agreement with the Town of Silverhill.

The period of performance for this Agreement shall begin on the date of execution of the Agreement by both parties and shall end upon the completion of the project or on February 28, 2026.

CN4 Resolution #2025-057 and Resolution #2025-062 - Amendment #1 to Subrecipient Agreement with Perdido Bay Water, Sewer & Fire Protection District for ARPA-Funded Water Capacity Improvement Project

[25-0321](#)

Take the following actions:

1) Adopt Resolution #2025-057 of the Baldwin County Commission approving Amendment #1 to the Subrecipient Agreement with the Perdido Bay Water, Sewer & Fire Protection District for the ARPA-Funded Water Capacity Improvement Project; and

2) Adopt Resolution #2025-062 of the Baldwin County Commission acknowledging the correct legal name of the Perdido Bay Water, Sewer & Fire Protection District, a non-profit corporation; and

3) Approve and authorize the Chairman to execute Amendment #1 to the Subrecipient Agreement with the Perdido Bay Water, Sewer & Fire Protection District, a non-profit corporation.

The period of performance for this Agreement shall begin on the date of execution of the Agreement by both parties and shall end upon the completion of the project or on February 28, 2025.

CN5 Resolution #2025-058 - Amendment #1 to Subrecipient Agreement with City of Loxley for ARPA-Funded Water Capacity Improvement Project

[25-0322](#)

Take the following actions:

- 1) Adopt Resolution #2025-058 of the Baldwin County Commission approving Amendment #1 to the Subrecipient Agreement with the City of Loxley for the ARPA-Funded Water Capacity Improvement Project; and
- 2) Approve and authorize the Chairman to execute Amendment #1 to the Subrecipient Agreement with the City of Loxley.

The period of performance for this Agreement shall begin on the date of execution of the Agreement by both parties and shall end upon the completion of the project or on February 28, 2025.

CN6 Resolution #2025-063 - Reallocation of ARPA Funds for Drainage Improvements Along County Road 65 Project

[25-0340](#)

Take the following actions:

- 1) Approve the reallocation of \$285,035.00 in ARPA funds from the County Road 68 and Main Street Drainage Improvement project to the County Road 65 Drainage Improvement project; and
- 2) Adopt Resolution #2025-063 of the Baldwin County Commission allocating such ARPA funds for the County Road 65 project.

CO HIGHWAY

CO1 Case No. S-18038C - Cottages of Aventura, Phase 3C - Road Acceptance

[25-0309](#)

Take the following actions regarding Subdivision Case No. S-18038C - Cottages of Aventura, Phase 3C, 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
Prado Loop (West)	466 ft	22 ft
Prado Loop (East)	480 ft	22 ft
Valencia Way	686 ft	22 ft
Adventura Drive	110 ft	22 ft

- 2) Approve and authorize the Chairman to execute the Subdivision Roadway and Drainage Improvement Acceptance Agreement and accept the Surety Document from Liberty Mutual Insurance Company on behalf of Lennar Homes of Alabama, LLC, in the amount of \$161,076.00 to guarantee the workmanship and materials of the roadways and

drainage improvements within the public rights-of-way as shown on the approved Final and "As-Built" construction plans.

CO2 Case No. S-20013 - Camellia Place, Phase One - Release Maintenance Bond

[25-0307](#)

Authorize staff to release the Surety Document (Maintenance Bond) from Atlantic Insurance Company on behalf of Fulcrum Construction Group, LLC, for Camellia Place, Phase One, in the amount of \$263,812.72, which guarantees 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. S-20013 - Camellia Place, Phase Two - Road Acceptance

[25-0308](#)

Approve accepting the following roads in Camellia Place, Phase Two for maintenance in Area 200 and authorize said roads to be added to the County Maintenance Road List:

Road Name	Length	Asphalt Width
Petal Drive	667 ft	22 ft
Forsythia Loop	884 ft	22 ft

CO4 Establishment of School Zone along County Road 55 at New Silverhill Elementary School

[25-0337](#)

Approve establishing a school zone along County Road 55 at the new Silverhill Elementary School reducing the speed limit to 25 miles per hour from 7:30 a.m. to 8:15 a.m. and 2:30 p.m. to 3:15 p.m. during days when school is in session.

CO5 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW18068000 - County Road 64 (Tract 29)

[25-0349](#)

Take the following actions:

- 1) Accept 0.007 acres on County Road 64 (Tract 29) as a right-of-way donated to Baldwin County by Baldwin County Board of Education on August 15, 2024 (Instrument No. 2156582 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. HW21101000 - County Road 20 (Tract 2)

[25-0346](#)

Take the following actions:

1) Accept 5.381 acres on County Road 20 (Tract 2) as a right-of-way donated to Baldwin County by Turn Key Homes, LLC, on September 25, 2024 (Instrument No. 2149230 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 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW21101000 - County Road 20 (Tract 3)

[25-0347](#)

Take the following actions:

1) Accept 1.319 acres on County Road 20 (Tract 3) as a right-of-way donated to Baldwin County by 68V Rosewood 2019, LLC, and Rosewood Owners Association, Inc., on July 2, 2024 (Instrument No. 2133694 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.

CO8 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW22146 - Old Foley Road (Tract 1)

[25-0343](#)

Take the following actions:

1) Accept 0.007 acres on Old Foley Road (Tract 1) as a right-of-way donated to Baldwin County by Spicie E. Richardson aka Spicie Ellen Richardson and James E. Richardson on July 26, 2024 (Instrument No. 2137992 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.

CO9 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW22175 - County Road 28 (Tract 2)

[25-0341](#)

Take the following actions:

1) Accept 0.030 acres on County Road 28 (Tract 2) as a right-of-way donated to Baldwin County by Aurelio Huerta Flores on October 15, 2024 (Instrument No. 2153790 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.

CO10 Execution of IRS Form 8283 for Donated Right-of-Way on Project No. HW22175 - County Road 28 (Tract 7)

[25-0342](#)

Take the following actions:

- 1) Accept 0.012 acres on County Road 28 (Tract 7) as a right-of-way donated to Baldwin County by Arturo Fuentes and Cindy Licon, now known as Cindy L. Fuentes, on November 8, 2024 (Instrument No. 2156281 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.

CO11 Rebuild Alabama - Baldwin County FY 2024 County Transportation Plan -
County Rebuild Alabama Certificate of Compliance

[25-0318](#)

Take the following actions:

- 1) Approve the County Engineer to submit the Fiscal Year 2024 County Rebuild Alabama Certificate of Compliance verifying 99.48% of County Rebuild Alabama Funds for Fiscal Year 2024 County Rebuild Alabama projects were expended utilizing a contract; and
- 2) Make the Fiscal Year 2024 County Rebuild Alabama Certificate of Compliance part of the record.

CP JUVENILE DETENTION

CP1 Alabama Department of Youth Services Part 1 and Part 2 Grant Subsidy
Agreement for FY 2024-2025

[25-0301](#)

Take the following actions:

- 1) Approve and authorize the Chairman to execute the Alabama Department of Youth Services Part 1 Grant / Subsidy Agreement Fiscal Year 2024-2025 and any related documents, which awards the Baldwin County Regional Juvenile Detention Center (JDC) \$14,000.00 per county for providing seven (7) counties at a minimum of one bed per day per county for a total of \$98,000.00 for the following counties: Baldwin, Choctaw, Clarke, Conecuh, Escambia, Monroe and Washington; and
- 2) Approve and authorize the Chairman to execute the Alabama Department of Youth Services (DYS) Part 2 Grant/Subsidy Agreement Fiscal Year 2024-2025 and any related documents, which awards the Baldwin County Regional Juvenile Detention Center (JDC) \$116,745.00 for the population of the regional service area. This formula provides \$0.332575557 per person based on the 2020 United States Census.

CR PERSONNEL

CR1 CIS Department - Promotion of Employee

[25-0328](#)

Approve the promotion of Christopher Welch from the AV/Teleconference Administrator

CS2 Baldwin County Environmental Advisory Committee - Resignation and Board Appointment

[25-0244](#)

Related to the Baldwin County Environmental Advisory Committee, take the following actions:

- 1) Accept the resignation of Mr. Dick Sute as a regular member (District 2 Designee), dated November 1, 2024, and thank Mr. Sute for his prior civic service as a member of the Committee; and
- 2) Appoint Mr. Donald Joffe, a committee at large member, as a regular member (District 2 Designee) for a pro-rata reduced three (3) year term, to fill the place seat formerly held by Mr. Dick Sute, said term commencing December 17, 2024, and expiring September 3, 2027.

GA GENERAL

GA1 Resolution #2025-065 - Reallocation of ARPA Revenue Replacement Funds for Scenic Highway 98 Bridge Replacement Project

[25-0358](#)

Take the following actions:

- 1) Approve the allocation of American Rescue Plan Act (ARPA) Revenue Replacement funds in the amount of \$263,497.00 to cover the cost of contracted engineering design professional services, field surveys, and environmental permitting costs of the Scenic 98 Bridge Replacement Project in Point Clear; and
- 2) Adopt Resolution #2025-065 of the Baldwin County Commission allocating up to \$263,497.00 of ARPA Revenue Replacement to cover the cost of contracted engineering design professional services, field surveys, and environmental permitting costs of the Scenic 98 Bridge Replacement Project.

D PRESENTATIONS

DA GENERAL

DA1 Presentation of Certificate of Recognition - Lynn Hastie Bozone Citizen of the Year Award

[25-0344](#)

Commissioner Ball presented a certificate of recognition to Felisha Anderson, Director of Archives/Special Historic Projects Coordinator, for receiving the Lynn Hastie Bozone Citizen of the Year Award for 2024.

Ms. Georgene Gause Conner, President of the Stockton Heritage Association (SHA), gave an overview of the SHA and noted the Lynn Hastie Bozone Citizen of the Year Award was created to recognize outstanding and deserving citizens in the Stockton Landmark District who have contributed to the community and

exemplify civic service. Ms. Conner read a letter from Mr. Steve Murray, Director, Alabama Department of Archives & History, praising Ms. Anderson's dedication to strengthening her community, enriching the lives of Baldwin County residents, her commitment to making the past accessible and relevant, and commending the SHA for recognizing Ms. Anderson's service.

Ms. Laureen Harms, President of the Stockton Civic Club, thanked Ms. Anderson for her hard work, dedication, and accomplishments.

Ms. Anderson expressed her sincere gratitude to the SHA and thanked the Commissioners for their commitment and service to the citizens of Baldwin County.

The Commissioners thanked the SHA for recognizing Ms. Anderson for her dedication and involvement in events throughout the county to promote Baldwin County.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner James E. Ball, to make the presentation of a Certificate of Recognition, recognizing Ms. Anderson being awarded the Lynn Hastie Bozone Citizen of the Year Award for 2024 by the Stockton Heritage Association part of the record.

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 *Resolution #2025-064 - Commending Lynn Jones Biles Upon the Occasion of Her Retirement and Recognizing the Naming of Lynn Jones Biles Law Library at Baldwin County Courthouse

[25-0304](#)

After Chairman McKenzie read the resolution, he and Commissioner Ball presented it to Lynn Jones Biles.

Ms. Biles thanked the Commissioners for the recognition and the honor of having the law library named after her, and said she is looking forward to retirement.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2025-064 commending Lynn Jones Biles upon the occasion of her retirement as Librarian of the Baldwin County Law Library and Director of the Baldwin County Bar Association and for her 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

E PUBLIC HEARINGS

EO HIGHWAY

Mark Acreman, Assistant County Engineer, explained Case No. VAC-24-4 and Case No. VAC-24-5 are regarding unimproved and unopened rights-of-way not being utilized by the County now with no foreseeable future use. Mr. Acreman provided background information for Case No. VAC-24-4 and Case No. VAC-24-5.

Discussion took place regarding the process of vacating the right-of-way and the resulting ownership of the vacated property.

EO1 *Case No. VAC-24-4 - Vacation of a 100' Unopened, Unimproved Right-of-Way from Fox Run Lane to Steelwood at Point Clear [25-0339](#)

Chairman McKenzie opened the public hearing for Case No. VAC-24-4 at 10:26 a.m. and asked if there is anyone present who wishes to speak.

Mr. Neill Guilbert, property owner, was present in favor of the request.

There being no further requests to address the Commission, Chairman McKenzie closed the public hearing at 10:27 a.m.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to take the following actions:

1) Approve the request from Neill McMillan Guilbert, Kelly Bratton Guilbert, Laura Linton Chapman, John Paul Chapman, and Jean O. Rains, as Trustee of the Jean O. Rains Living Trust dated November 28, 2006, to vacate a 100 foot unopened, improved right-of-way from Fox Run Lane to Steelwood at Point Clear, Unit 3, Slide 2017-F; and

2) Adopt Resolution #2025-030 which approves the vacation in accordance with Section 23-4-2 and Section 23-4-20 of the Code of Alabama 1975.

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

EO2 *Case No. VAC-24-5 - Vacation of a 30' Unopened, Unimproved Right-of-Way from Airport Road and W Fern Avenue, North 2,640', to a 40' Unopened Right-of-Way

[25-0338](#)

Chairman McKenzie opened the public hearing for Case No. VAC-24-5 at 10:27 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman McKenzie closed the public hearing at 10:28 a.m.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to take the following actions:

1) Approve the request from Rohr Industries, Inc. to vacate a 30 foot unopened, unimproved right-of-way from Airport Road and W Fern Avenue, north 2,640 foot, more or less, to a 40 foot unopened right-of-way; and

2) Adopt Resolution #2025-033 which approves the vacation in accordance with Section 23-4-2 and Section 23-4-20 of the Code of Alabama 1975.

After the motion and second, and before the vote, Chairman McKenzie noted there is an addendum attachment, proof of advertisement, for Item EO2.

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

ES PLANNING AND ZONING

ES1 Case No. Z24-17 - Point Clear Village Rezoning

[25-0248](#)

Buford King, Deputy Planning Director, provided background information on the subject property.

Chairman McKenzie opened the public hearing at 10:30 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman McKenzie closed the public hearing at 10:30 a.m.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2025-035, which approves Case Z24-17, Point Clear

Village Rezoning, as it pertains to the rezoning of 2.2 acres, more or less, as located in Planning (Zoning) District 26, from B-2, Local Business District, to RSF-2, Residential Single-Family District.

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

ES2 Case No. Z24-41 - Fernandez Property Rezoning

[25-0294](#)

Buford King, Deputy Planning Director, provided background information on the subject property.

Chairman McKenzie opened the public hearing at 10:32 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman McKenzie closed the public hearing at 10:32 a.m.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner James E. Ball, to adopt Resolution #2025-037, which approves Case No. Z24-41, Fernandez Property Rezoning, as it pertains to the rezoning of approximately 3.5 acres, more or less, located in Planning (Zoning) District 32, from RSF-E, Residential Single-Family Estate District, to RSF-1, Residential Single Family.

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

ES3 Case No. Z24-42 - Howle Property Rezoning

[25-0317](#)

Buford King, Deputy Planning Director, provided background information on the subject property.

Chairman McKenzie opened the public hearing at 10:34 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman McKenzie closed the public hearing at 10:35 a.m.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to adopt Resolution #2025-038, which approves Case No. Z24-42, Howle Property Rezoning, as it pertains to the rezoning of 0.45 acres, more or less, as located in Planning (Zoning) District 22, from B-2, Neighborhood Business District, to B-4, Major Commercial District.

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

ES4 *Case No. Z24-43 - Wild Property Rezoning

[25-0297](#)

Cory Rhodes, Planner, provided background information on the subject property.

Mr. Jay Dickson, Planning Director, explained the staff recommends denial due to the multitude of uses allowed by RR, Rural District, zoning designation, which may potentially cause incompatible zoning in the future due to the zoning designation of majority of the surrounding properties.

Chairman McKenzie opened the public hearing at 10:39 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman McKenzie closed the public hearing at 10:40 a.m.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner James E. Ball, to deny the rezoning request regarding Case No. Z24-43, Wild Property Rezoning.

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

ES5 Case No. Z24-44 - Fletcher Property Rezoning

[25-0298](#)

Cory Rhodes, Planner, provided background information on the subject property.

Chairman McKenzie opened the public hearing at 10:42 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman McKenzie closed the public hearing at 10:42 a.m.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2025-040, which approves Case No. Z24-44, Fletcher Property Rezoning, as it pertains to the rezoning of 22 acres, more or less, as located in Planning (Zoning) District 39, from BCZ, Base Community Zoning District, to B-2, Neighborhood Business District.

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

ES6 Case No. Z24-45 - Wiese Property Rezoning

[25-0296](#)

Buford King, Deputy Planning Director, provided background information on the subject property.

Chairman McKenzie opened the public hearing at 10:45 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman McKenzie closed the public hearing at 10:45 a.m.

Motion by Commissioner James E. Ball, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2025-041, which approves Case No. Z24-45, Wiese Property Rezoning, as it pertains to the rezoning of 26 acres, more or less, as located in Planning (Zoning) District 15, from RSF-2, Residential Single Family, to RA, Rural Agricultural.

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

ES7 Case No. Z24-46 - Beds & Blinds Inc. Property Rezoning

[25-0299](#)

Celena Boykin, Senior Planner, provided background information on the subject property.

Chairman McKenzie opened the public hearing at 10:47 a.m. and asked if there is anyone present who wishes to speak.

Ms. Jessica McDill said she is present on behalf of the applicant to answer any questions.

There being no further requests to address the Commission, Chairman McKenzie closed the public hearing at 10:47 a.m.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2025-042, which approves Case No. Z24-46, Beds & Blinds Inc. Property Rezoning, as it pertains to the rezoning of 3.24 acres, more or less, as located in Planning (Zoning) District 15, from RR, Rural District, to B3, General Business.

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

ES8 Case No. Z24-31 - Volovecky Property Rezoning

[25-0315](#)

and

ES9 Case No. PRD24-04 - Lanterna Subdivision Residential Development Site Plan Approval

[25-0316](#)

Celena Boykin, Senior Planner, requested the public hearings for Case No. Z24-31 (Item ES8) and Case No. PRD24-04 (Item ES9) be combined and opened simultaneously. Ms. Boykin provided background information on the subject property.

Jay Dickson, Planning Director, provided additional background of the history of the Planned Residential Development (PRD) project, the urbanized setting of the area along State Highway 181, and compatibility with the Master Plan.

Discussion took place regarding ingress and egress to the proposed development, requirements for a PRD, the preliminary plat process if the rezoning request is approved, and placement of stub outs which allow future interconnectivity between developments.

Chairman McKenzie opened the public hearings for Case No. Z24-31 (Item ES8) and Case No. PRD24-04 (Item ES9) at 11:07 a.m. and asked if there is anyone

present who wishes to speak.

The following individual was present in favor of the rezoning request:

Mr. Will Graham with Jade Consulting representing the applicant, said he is here to answer any questions.

The following individuals were present in opposition of the rezoning request and expressed their concerns:

Mr. James Clark
Mr. Ben Schoenfeld
Mr. Sam Dean
Mr. Bob Allen

Primary concerns were increased traffic on Pleasant Road and State Highway 181, speeding, turn out requirements, location of holding ponds, storm water runoff, and access from Pleasant Road.

Mr. Graham noted a traffic study would be completed as part of the preliminary plat phase of the project.

Commissioner Gruber left the meeting and the Chambers at 11:13 a.m.
Commissioner Gruber returned to the Chambers and the meeting at 11:17 a.m.

There being no further requests to address the Commission, Chairman McKenzie closed the public hearings for Case No. Z24-31 (Item ES8) and Case No. PRD24-04 (Item ES9) at 11:21 a.m.

Mr. Dickson discussed zoning requests being about compatibility and use, the stages of residential development projects, and stormwater and technical reviews being part of the subdivision application process.

Frank Lundy, County Engineer, noted the County is very familiar with the traffic and drainage issues in this area and a very rigorous approach would be needed to solve the issues.

ES8 Case No. Z24-31 - Volovecky Property Rezoning

25-0315

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to adopt Resolution #2025-036, which approves Case No. Z24-31, Volovecky Property Rezoning, as it pertains to the rezoning of 89 acres, more or less, as located in Planning (Zoning) District 15, from RA, Rural Agricultural, RSF-E, Estate Residential, and B-2, Neighborhood Business, to RSF-2, Residential Single Family District and RMF-6, Multi-Family.

The motion passed by the following vote:

Aye: 3 - James E. Ball, Billie Jo Underwood, and Charles F. Gruber

Nay: 1 - Matthew P. McKenzie

Absent: 0

Abstain: 0

ES9 Case No. PRD24-04 - Lanterna Subdivision Residential Development Site
Plan Approval

[25-0316](#)

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to adopt Resolution #2025-043, which approves Case No. PRD24-04, Lanterna Subdivision, as it pertains to the Planned Residential Development (PRD) Site Plan approval.

The motion passed by the following vote:

Aye: 3 - James E. Ball, Billie Jo Underwood, and Charles F. Gruber

Nay: 1 - Matthew P. McKenzie

Absent: 0

Abstain: 0

F OTHER STAFF RECOMMENDATIONS

None.

G ADDENDA

None.

H PUBLIC COMMENTS

None.

I PRESS QUESTIONS

None.

J COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

Commissioner Underwood requested the Master Plan be reviewed and updated.

Mr. Dickson agreed and discussed the need for an update to the future land use maps.

K ADJOURNMENT

Motion by Commissioner James E. Ball to adjourn the December 17, 2024, Baldwin County Commission Regular Meeting at 11:37 a.m.

The December 17, 2024, Baldwin County Commission Regular Meeting adjourned at 11:37 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 of the name.