

Baldwin County Commission

**Baldwin County Commission Regular
Meeting Minutes
Tuesday, October 20, 2020
8:30 AM**



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

District 1 – Commissioner James E. Ball
District 2 – Commissioner Joe Davis, III
District 3 – Commissioner Billie Jo Underwood
District 4 – Commissioner Charles F. Gruber

Wayne A. Dyess, County Administrator

All supporting documentation for the minutes can be viewed in the File ID link of each item and are denoted by an asterisk.

WELCOME BY CHAIRMAN, INVOCATION AND PLEDGE OF ALLEGIANCE

Present: 4 - Commissioner James E. Ball, Commissioner Joe Davis III, Commissioner BillieJo Underwood, and Commissioner Charles F. Gruber

Absent: 0

Also present were, Wayne Dyess, County Administrator, and Brad Hicks, County Attorney.

The Chairman called the meeting to order at 8:32 a.m. After the prayer led by Reverend Garnett "Chip" Starnes, Pastor of First Baptist Church of Bay Minette, and the Pledge of Allegiance led by Commissioner Charles F. Gruber, the Commission transacted the following business to-wit:

A ADOPTION OF MINUTES

October 6, 2020, Regular Meeting

Wayne Dyess, County Administrator, said prior to the adoption of the October 6, 2020, Regular meeting minutes, staff has a correction to Agenda Item DR4 approved during that meeting. A scrivener's error was made in which the Resolution adopted for Item DR4 was incorrectly listed as #2020-128. It should instead be listed as #2020-123 for the record.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Joe Davis, III, to approve the minutes of the October 6, 2020, Regular meeting.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

B ACTION ITEMS

Wayne Dyess, County Administrator, said staff has requested Action Item BA1 - County Take Home Vehicle List - October 2020, to be removed from the agenda and brought back at the next meeting.

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to approve the Action Items with the exception of Item BA1.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

BA ADMINISTRATION

BA1 County Take Home Vehicle List - October 2020

[21-0085](#)

Removed from the Agenda. No action taken.

BA2 Lease Agreement - Baldwin Court Services, Inc. - Use of County Properties

[21-1571](#)

The term of this Lease Agreement shall be for three (3) years and shall commence on November 5, 2020, and expire on November 4, 2023, unless sooner terminated by either party, with or without cause, by giving the other party at least thirty (30) days advance written notice of termination.

BA3 Transfer of a Vehicle from Administration Department to the PIO/Call Center Cost Center

[21-0056](#)

Take the following actions:

1) Approve the transfer, at no cost, of one (1) 2014 Ford Explorer (VIN #1FM5K8B82EGB52004) from the Administration Department to the PIO/Call Center Cost Center 51130; and

2) Authorize the Chairman to execute the Fixed Asset Change Form.

BE BUDGET/PURCHASING

BE1 Competitive Bid #WG18-39A - Annual Rental of Portable Toilets for the Baldwin County Commission

[21-0088](#)

Extend Competitive Bid WG18-39A for the annual rental of portable toilets to A & M Portables, Inc., for an additional twelve (12) months at the same prices and terms stated in the original bid award on November 20, 2018. The new extension will expire on November 20, 2021.

BE2 Competitive Bid #WG20-46 - Provision of Closed Top Recycling Roll-off Containers for the Baldwin County Commission

[21-0057](#)

Award Bid #WG20-46 for the provision of closed top recycling roll-off containers to Wastequip Manufacturing Company, LLC, as follows:

Make/Model: Wastequip 30 CY Recycle

Amount Bid: \$6,650.00 ea.

Lots of 10: \$66,500.00

Lots of 20: \$133,000.00

BE3 Competitive Bid #WG20-47 - Provision of Alternate Daily Cover Material for the Baldwin County Commission

[21-0061](#)

Award Bid #WG20-47 for the provision of alternate daily cover material to LSC Environmental Products, LLC, as follows:

Product: VerDac Landfill Cover Pellets

Amount Bid: \$16.00 per 50 lb bag

Delivery Time: 10 - 14 days

BE4 Competitive Bid #WG20-48 - Provision of Bituminous Materials for the Baldwin County Commission

[21-0062](#)

Award Bid #WG20-48 for the provision of bituminous materials for the Baldwin County Commission for each category of headings to Mobile Asphalt Company, LLC, H.O. Weaver & Sons, Inc. and Advanced Asphalt Products, LLC as per the Award Listings.

BE5 Competitive Bid #WG20-49 - Provision of Labor and Equipment for Asphalt Placement for the Baldwin County Commission

[21-0053](#)

Award Bid #WG20-49 for the provision of labor and equipment for asphalt placement as per the Award Listing to Ammons & Blackmon Construction, LLC, as the Prime Contractor and authorize the Chairman to execute the Contract.

BE6 Competitive Bid #WG20-52 - Provision of Push-to-Talk over Cellular (PoC) Services & Equipment Monthly Rental for the Baldwin County Commission

[21-0066](#)

Take the following actions:

- 1) Authorize the Purchasing Director to re-bid for the Provision of Push-to-Talk over Cellular (PoC) Services & Equipment Monthly Rental for the Baldwin County Commission; 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.

BE7 Competitive Bid #WG21-02 - Construction of One (1) New 40 ft. x 60 ft. Pole Barn to be located at the Bicentennial Park in Stockton, Alabama for the Baldwin County Commission

[21-0071](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the construction of one (1) new 40 ft. x 60 ft. pole barn to be located at the Bicentennial Park in Stockton, Alabama for the Baldwin County Commission; 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.

BE8 Final Design for the New Baldwin County MacBride Landfill Modular Scale Office Building Located in Loxley, Alabama for the Baldwin County Commission

[21-0038](#)

Approve the final design of the Baldwin County MacBride Landfill Modular Scale Office Building located in Loxley and authorize the Purchasing Director and Engineer to bid the project.

BE9 Pre-qualification of Contractors for the Construction of a New Female Housing Addition to the Baldwin County Correction Center and Renovations of Adjacent Buildings Located in Bay Minette, Alabama

[21-0054](#)

Authorize the Purchasing Director to advertise for the pre-qualification of contractors for the construction of a new female housing addition to the Baldwin County Correction Center and renovations of adjacent buildings located in Bay Minette, Alabama.

BE10 Transfer of One (1) Vehicle from the Baldwin County Highway Department to the Baldwin County Live Oak Park Cost Center

[21-0065](#)

Approve the transfer of one (1) 2008 Ford F150 truck - VIN #1FTRF12V18KC35642 from the Baldwin County Highway Department to the Live Oak Park Cost Center (57238) in the Parks Fund at no charge and authorize the Chairman to execute the Fixed Asset Change Form.

BE11 *Authorization for a Line of Credit for Hurricane Sally Repairs

21-0098

Authorize staff to pursue a line of credit.

BE12 Fiscal Year 2021 Budget Amendment #1 - Resolution #2021-009

21-0067

Adopt Resolution #2021-009 amending the Fiscal Year 2021 Budget (Resolution #2020-126 and Resolution #2020-127, adopted September 22, 2020) to authorize the use of Fund Balance in Funds 001, 144, 510, and 511 for FY21 expenditures.

BI **COUNCIL ON AGING**

BI1 Fiscal Year 2020-2021 Title III Older Americans Act Contract with South Alabama Regional Planning Commission (SARPC)

21-0091

Removed from the Agenda. No action taken.

BJ **ELECTED OFFICIALS**

BJ1 Tissue Recovery Facility Use Agreement between Baldwin County Commission (Baldwin County Coroner's Office) and the University of Alabama Health Services Foundation P.C., d/b/a Legacy of Hope

21-0060

Authorize the Chairman to execute a Tissue Recovery Facility Use Agreement between Baldwin County Commission (Baldwin County Coroner's Office) and the University of Alabama Health Services Foundation P.C., d/b/a Legacy of Hope (LoH) for the procurement and disposition of deceased tissues through the recovery of tissues for use in human tissue transplantation and research. The reimbursement fee schedule shall be \$500.00 per multi-tissue recovery case, \$250.00 per single tissue recovery case (Heart for Valve only recovery or Dermis only cases), and \$100.00 when Legacy of Hope determines case becomes an on-site deferral. This Agreement shall be for an initial term of one year, beginning October 27, 2020, and shall automatically renew for one-year term unless either party gives the other party ten (10) days prior written notice of its intent not to renew the Agreement. The Agreement may be terminated by either party at any time with or without cause.

BL **ENVIRONMENTAL MANAGEMENT**

BL1 Approval of Renewal Application for Certificate of Exception from Garbage Pick-Up

21-0069

Take the following actions:

- 1) As authorized by Section 22-27-3 of the Code of Alabama 1975, and without limitation, approve the Application for Certificate of Exception from Garbage Pick-Up as

permitted by, and applicable to, as follows:

- 2) Approve for a period not to exceed one (1) year commencing September 3, 2020:

Bruce Armstead
39910 Bertha Cleveland Road South
Bay Minette, Alabama 36507
(Application Receipt No. 1358)

BL2 Waiver of Baldwin County Commission Policy 3.7- Purchasing Policies for the Purchase of a 2020 Chevrolet Tahoe for Baldwin County Commission, Solid Waste Department

[21-0055](#)

Take the following actions:

- 1) Waive the Baldwin County Commission Policy #3.7 - Purchasing Policies, Procurement Guidelines; and
- 2) Approve and Authorize the Purchasing Director to issue a purchase order for a 2020 Chevrolet Tahoe for the Baldwin County Commission, Solid Waste Department.

BM FINANCE AND ACCOUNTING

BM1 Association of County Commissions of Alabama (ACCA) Workers' Compensation Self Insurers' Fund - Continuance of Coverage

[21-0084](#)

Related to the Association of County Commissions of Alabama Workers' Compensation Self-Insurance Fund (ACCA WCSIF), take the following actions:

- 1) Authorize payment to the Association of County Commissions of Alabama Workers' Compensation Self Insurers' Fund in the amount of \$743,781.04 from applicable and various Baldwin County Commission departments, related to the continued provision of workers' compensation coverage to the Baldwin County Commission for the period of October 1, 2020, to October 1, 2021; and
- 2) Authorize the Chairman to execute any related correspondence and/or instruments; and
- 3) Authorize the Clerk/Treasurer to make an interim payment before October 31, 2020, to the Association of County Commissions of Alabama Worker's Compensation Self Insurers' Fund (ACCA WCSIF) in the amount of \$743,781.04.

BN HIGHWAY

BN1 Alabama Transportation Rehabilitation and Improvement Program-II - Fiscal Year 2021 Project Application

[21-0075](#)

Approve Resolution #2021-011, Letter of Intent and authorize the Highway Department to submit an application for the Alabama Transportation Rehabilitation and Improvement Program-II (ATRIP-II) for the addition of turn lanes and traffic signal upgrades at the intersection of State Route 104 and County Road 55 in Baldwin County.

BN2 Americans with Disabilities Act (ADA) - Sidewalk Curb Ramp Compliance Phase IV Project - Permission to Advertise

[21-0046](#)

Take the following actions:

- 1) Approve the Purchasing Manager to place a competitive bid for the Americans with Disabilities Act (ADA) - Sidewalk Curb Ramp Compliance Phase IV Project; and
- 2) Approve the Chairman to execute any project related documents.

BN3 Case No. S-16053a - The Verandas, Phase 2 - Release Maintenance Bond

[21-0048](#)

Authorize staff to release the Surety Document (Maintenance Bond) from Fidelity and Deposit Company of Maryland on behalf of Ammons & Blackmon Construction, LLC for The Verandas, Phase 2 in the amount of \$251,532.40 which guarantees the workmanship and materials of the roadway and drainage improvements within the public right-of-way as shown on the approved Final Plat and "As-Built" construction plans.

BN4 Fiscal Year 2021 Resurfacing Projects - Group 1 - Request for Permission to Advertise

[21-0041](#)

Take the following actions:

- 1) Authorize the Purchasing Director to place a competitive bid for the Fiscal Year 2021 resurfacing projects (Group 1) as the design plans are completed; and
- 2) Authorize the Chairman to execute any project related documents.

BN5 License Agreement No. 20027 - Unopened Right-of-Way between County Road 55 and Dawson Road

[21-0074](#)

Approve License Agreement No. 20027 permitting Andrew Carver to access an unopened right-of-way between County Road 55 and Dawson Road to construct a driveway to access property for a single-family residence. (The term of this Agreement shall commence on the date of full execution. License for Installation shall terminate at 11:59 on February 28, 2021. License for Maintenance shall be indefinite according to the terms of the Agreement.)

BQ PERSONNEL

BQ1 Board of Registrars - Employment of One (1) - Administrative Support Specialist I Position [21-0076](#)

Approve the employment of Lori Waddle to fill the open Administrative Support Specialist I position (PID #5535) grade 306 (\$14.60 per hour/\$30,368.00 annually) to be effective no sooner than October 26, 2020.

BQ2 Communications and Information Systems Department - Employment of One (1) Software Developer Position [21-0077](#)

Take the following actions:

- 1) Approve the employment of Zach Evetts to fill the open Software Developer I position (PID #3068) at a grade S313 (\$44,477.00 annually) to be effective no sooner than October 26, 2020; and
- 2) Approve the updated position description for the Software Developer I.

BQ3 Highway Department (Bay Minette) - Employment of One (1) Mechanic II Position [21-0092](#)

Approve the employment of Gary McDonald to fill the open Mechanic II position (PID #336) grade 311 (\$19.00 per hour/\$39,520.00 annually) to be effective no sooner than October 26, 2020.

BQ4 Juvenile Detention Center - Employment of One (1) Part-time Detention Technician Position [21-0078](#)

Approve the employment of Jamerious Anderson to fill the part-time Detention Technician (PID #PT42) at a grade 306 (\$14.75 per hour) to be effective no sooner than October 26, 2020.

BQ5 Parks Department - Transfer of Employee into Landscape Technician I Position [21-0079](#)

Approve the lateral transfer of David Bradford from the Mechanic II position (PID #5524) to fill the Landscape Technician I position (PID #5564), with no change in salary, to be effective no sooner than October 26, 2020.

BQ6 Revenue Commission (Re-appraisal) - Employment of Two (2) Real Property Support Technician I Positions [21-0080](#)

Take the following actions:

- 1) Approve the employment of Brandy Black to fill the open Real Property Support

Technician I position (PID #5003) grade 305 (\$13.91 per hour/\$28,932.80 annually);
and

2) Approve the employment of Rebekah Edwards to fill the open Real Property Support Technician I position (PID #967) grade 305 (\$13.91 per hour/\$28,932.80 annually).

These actions will be effective no sooner than October 26, 2020.

C PRESENTATIONS

CA GENERAL

CA1 Resolutions in Recognition of Captain Greg Thicklin and Lieutenant Harlen Hill [21-0073](#)

After Wayne Dyess, County Administrator, read the resolutions for the record, Captain Thicklin and Lieutenant Hill appeared before the Commission to accept the resolutions as presented by Commissioner Ball on behalf of the Commission.

Sheriff Huey Hoss Mack appeared before the Commission and commented on the accomplishments of Captain Thicklin and Lieutenant Hill in the Sheriff's Office.

The Commissioners thanked Captain Thicklin and Lieutenant Hill for all they have done.

Motion by Commissioner James E. Ball, seconded by Commissioner Joe Davis, III, to adopt Resolution #2021-003 commending Captain Greg Thicklin for his distinguished public service on the occasion of his retirement as Captain of the Baldwin County Corrections Center.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

Motion by Commissioner Joe Davis, III, seconded by Commissioner Charles F. Gruber, to adopt Resolution #2021-004 commending Lieutenant Harlen Hill for his distinguished public service on the occasion of his retirement as Lieutenant of the Baldwin County Sheriff's Office.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

CA2 Proclamation - Chamber of Commerce Week in Baldwin County - October 19-23, 2020

[21-0099](#)

After Wayne Dyess, County Administrator, read the proclamation for the record, the following representatives from the area Chambers of Commerce appeared before the Commission to accept the proclamation as presented by Commissioner Gruber on behalf of the Commission:

Ms. Ashley Jones Davis, Executive Director, North Baldwin Chamber of Commerce

Ms. Casey Williams, ,President, Eastern Shore Chamber of Commerce

Ms. Donna Watts, President & CEO, South Baldwin Chamber of Commerce

Ms. Brooke Butler, Marketing & Operations Manager, Central Baldwin Chamber of Commerce

Ms. Penny Hughey, Vice President, Coastal Alabama Business Chamber

The members of the Chambers thanked the Commissioners for the Commission's partnership with the Chambers and commented on the work the Chambers do for the County.

The Commissioners thanked the Chambers' representatives for all they do for the County.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Joe Davis, III, to adopt a Proclamation which proclaims October 19-23, 2020, as Chamber of Commerce Week in Baldwin County.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

D PUBLIC HEARINGS

E COMMITTEE REPORTS

EA FINANCE/ADMINISTRATION DIVISION

EA1 Payment of Bills

[21-0087](#)

Motion by Commissioner Joe Davis, III, seconded by Commissioner James E. Ball, to

pay bills totaling \$13,211,447.48 (thirteen million, two hundred eleven thousand, four hundred forty-seven dollars and forty-eight cents).

Of this amount, \$7,563,950.47 (seven million, five hundred sixty-three thousand, nine hundred fifty dollars and forty-seven cents) is payable to the Baldwin County Board of Education and \$448,451.15 (four hundred forty-eight thousand, four hundred fifty-one dollars and fifteen cents) is payable to the Gulf Shores Board of Education for their portion of the County Sales and Use Tax. The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber

Nay: 0

Absent: 0

Abstain: 0

EA2 Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 [21-0086](#)

Wayne Dyess, County Administrator, informed the Commission that the Baldwin County Commission Interim Payments - October 20, 2020, made by the Clerk/Treasurer, totaling \$3,522,654.74 (three million, five hundred twenty-two thousand, six hundred fifty-four dollars and seventy-four cents) are a part of the record.

F DISCUSSION ITEMS

G COMMISSIONER REQUESTS

H ADDENDA

HA GENERAL

HA1 Request to Temporarily Waive Annual Leave Rollover Maximum Rates [21-0105](#)

Wayne Dyess, County Administrator, said staff has requested Item HA1 to be removed from the Agenda, with no action taken. It will be brought back before the Commission at a later date.

Removed from the Agenda. No action taken.

HA2 Proclamation / Declaration of a Termination and Lifting of a State of Local Emergency - Hurricane Delta [21-0113](#)

Motion by Commissioner James E. Ball, seconded by Commissioner Joe Davis, III, to adopt the Proclamation/Declaration of a Termination and Lifting of a State of Local Emergency terminating and lifting a Declaration of a State of Local Emergency in regard to Hurricane Delta on October 20, 2020, at 12 noon.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 0

HA3 Town of Elberta - Letter of Support - Alabama Transportation Rehabilitation and Improvement Program-II Project for the Addition of Turn Lanes at the Intersection of U.S. Highway 98 and County Road 87 in Baldwin County

[21-0122](#)

Commissioner Gruber said he asked Joey Nunnally, County Engineer, to bring this item forward to assist the Town of Elberta to place a turn lane at the intersection of U.S. Highway 98 and County Road 87, to assist with traffic flow.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Joe Davis, III, to authorize the Chairman to execute a Letter of Support to the Alabama Department of Transportation (ALDOT) for the Town of Elberta's Alabama Transportation Rehabilitation and Improvement Program-II (ATRIP-II) Project for the addition of turn lanes at the intersection of U.S. Highway 98 and County Road 87 in Baldwin County.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 0

I ADMINISTRATIVE REPORT

Wayne Dyess, County Administrator, stated for the record, that Action Items BA1 and BI1 were removed from the Agenda to be brought back before the Commission at a later date.

Mr. Dyess recognized Barbara Pate, Chief Executive Assistant, for spearheading the project to replace the flooring in the Commission Chambers in Bay Minette.

J COUNTY ATTORNEY'S REPORT

Brad Hicks, County Attorney, said he is currently working on the research project he discussed with the Commissioners. He will have a finished product soon.

K PUBLIC COMMENTS

L PRESS QUESTIONS

M COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

N ADJOURNMENT

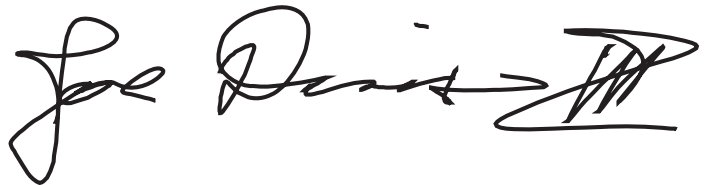
Motion by Commissioner James E. Ball, seconded by Commissioner Joe Davis, III, to adjourn the October 20, 2020, Baldwin County Commission Regular meeting at 9:07 a.m.

The motion passed by the following vote:

Aye: 4 - James E. Ball, Joe Davis III, BillieJo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 0

Commissioner Davis noted for the record the time of 9:07 a.m.

Chairman Underwood said the October 20, 2020, Baldwin County Commission meeting is adjourned at 9:07 a.m.

A handwritten signature in black ink, appearing to read "Joe Davis III", followed by a stylized flourish or mark.