

Baldwin County Commission

Baldwin County Commission Regular
Meeting Minutes
Tuesday, November 3, 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

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.

Mr. Dyess called the meeting to order at 8:30 a.m. After the prayer led by Reverend Mike Megginson, Pastor of 3Circle Church, the presentation of the Flags by the Honor Guard and the Pledge of Allegiance led by Chairman Joe Davis, III, the Commission transacted the following business to-wit:

A ADOPTION OF MINUTES

October 20, 2020, Regular Meeting

Motion by Commissioner Charles F. Gruber, seconded by Commissioner BillieJo Underwood, to adopt the minutes of the October 20, 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

BA ADMINISTRATION

Wayne Dyess, County Administrator, said there are two Items under Administration for the Commission's approval.

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber,

to approve Items BA1-BA2.

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

BA1 County Take Home Vehicle List - November 2020

[21-0130](#)

Approve the “County Take Home Vehicle List - November 2020” of the county employees and officers who drive County vehicles home as identified in the report.

The total number of Baldwin County Commission departmental staff driving public taxpayer owned County vehicles is 201.

BA2 Designation and Appointments of Commissioners to Various Boards

[21-0133](#)

Take the following actions:

1) Appoint Chairman Joe Davis, III to various Boards and for the term of office as Chairman of the Baldwin County Commission (November 3, 2020, to November 1, 2021), as follows:

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

2) Appoint Commissioner Charles F. Gruber to a Board and for the term of office as Industrial and Civic Division Commissioner (November 3, 2020, to November 1, 2021), as follows:

Economic Development Authority Board

BE BUDGET/PURCHASING

Wayne Dyess, County Administrator, said there are 14 Items under Budget/Purchasing for the Commission's approval. Mr. Dyess asked the Commission to approve Items BE1-BE13.

Motion by Commissioner BillieJo Underwood, seconded by Commissioner James E. Ball, to approve Items BE1-BE13.

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

BE1 Competitive Bid #WG18-42 - Provision of Fire Protection Services (Extinguishers) for the Baldwin County Commission [21-0112](#)

Extend Competitive Bid #WG18-42 for the provision of fire protection services (extinguishers) for the Baldwin County Commission to Southern Fire & Safety, 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 #WG18-44 - On-call Fiber Optic Installation and Repair Services for the Baldwin County Commission [21-0102](#)

Extend the Contract for Competitive Bid #WG18-44 for on-call fiber optic installation and repair services with B & L Cable Construction, LLC, for an additional twelve (12) months at the same prices and terms stated in the bid specifications as awarded on November 20, 2018. The Contract extension will expire on November 20, 2021.

BE3 Competitive Bid #WG20-01 - Provision of Guardrail Installation and Repair on County Right-of-Ways for the Baldwin County Commission [21-0100](#)

Extend Competitive Bid #WG20-01 for provision of guardrail installation and repair on County right-of-ways for the Baldwin County Commission to C & H Construction Services, LLC, for an additional twelve (12) months at the same prices and terms stated in the original bid award on November 19, 2019. The new contract term will expire on November 19, 2021.

BE4 Competitive Bid #WG21-03 - Provision of Microcomputer Systems and Peripheral Equipment for the Baldwin County Commission [21-0097](#)

Take the following actions:

- 1) Approve the specifications for the provision of microcomputer systems and peripheral equipment 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

BE5 Competitive Bid #WG21-04 - Provision of Bag Ice for the Baldwin County Commission [21-0103](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the provision of bag ice; 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.

BE6 Competitive Bid #WG21-05 - Provision of Crushed Aggregates for the Baldwin County Commission

[21-0123](#)

Take the following actions:

- 1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the provision of crushed aggregates; 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 Amendment No. 2 to Contract for Competitive Bid #WG18-18 - Pre-event Debris Removal and Disposal Services from the County Right-of-Ways within Unincorporated Baldwin County for the Baldwin County Commission

[21-0134](#)

Approve Amendment No. 2 to the Contract between Baldwin County Commission and CrowderGulf, LLC, for the pre-event debris removal and disposal services from the County right-of-ways within unincorporated Baldwin County, in the amount of \$2.45 per cubic yard to clarify processing the C&D Mixed Debris by grinding or compaction.

BE8 Permit Fees for the Construction of Two (2) New Baldwin County Highway Maintenance Buildings Located in Bay Minette and Silverhill, Alabama

[21-0110](#)

Authorize the Chairman to execute a letter to the City of Bay Minette and the Town of Silverhill requesting the permit fees be waived for the construction of one (1) new Highway maintenance building in Bay Minette, Alabama and one (1) new Highway maintenance building in Silverhill, Alabama and that all inspections be performed by the Baldwin County Building Department.

BE9 Pre-qualification of Contractors for the Construction of Two (2) New Baldwin County Highway Maintenance Buildings Located in Bay Minette, and Silverhill, Alabama

[21-0094](#)

Take the following actions:

1) Approve the following ten (10) pre-qualification applications on the construction of two (2) Highway maintenance buildings: Witherington Construction Corporation; FITZgerald Construction, LLC; Thomas Industries, Inc. d/b/a Thomas Construction; White-Spunner Construction, Inc.; Sycamore Construction, Inc.; J T Harrison Construction Co. Inc.; Parsco, LLC d/b/a Parsco Construction, LLC; Lord & Son Construction, Inc.; Ben M Radcliff Contractor, Inc.; and Eric Lazzari Construction, LLC; and

2) Reject the applications of the following ten (10) applicants as non-qualified: The Highland Group; Bayshore Construction Co., Inc.; D & B Builders, Inc.; Stephens Construction and Concrete, Inc.; PCI Support Services, LLC; Abuck Incorporated; G A West & Company, Inc.; Gordon & Zakary, Inc.; M W Rogers Construction Co. LLC; and Triptek Construction, LLC; and

3) Authorize the Purchasing Director and the Architect to bid the project.

BE10 Pre-qualification of Contractors for the Construction of a New Baldwin County Animal Shelter Intake Building Located in Summerdale, Alabama for the Baldwin County Commission

[21-0095](#)

Take the following actions:

1) Approve the following eight (8) pre-qualification applications on the construction of a new Baldwin County Animal Shelter intake building located in Summerdale, Alabama: Witherington Construction Corporation; FITZgerald Construction, LLC; White-Spunner Construction, Inc.; Sycamore Construction, Inc.; J T Harrison Construction Co. Inc.; Lord & Son Construction, Inc.; Ben M Radcliff Contractor, Inc.; and Rolin Construction, Inc.; and

2) Reject the applications of the following six (6) applicants as non-qualified: The Highland Group; Bayshore Construction Co. Inc.; D & B Builders, Inc.; Stephens Construction and Concrete, Inc.; Gordon & Zakary, Inc.; and Triptek Construction, LLC; and

3) Authorize the Purchasing Director and the Architect to bid the project.

BE11 Quotes for the Installation of Helper Bents Pine Grove Road Extension over Styx River for the Baldwin County Commission

[21-0116](#)

Award the lowest quote to Newell and Bush, Inc. in the amount of \$49,900.00 for the installation of helper bents for the Pine Grove Road Extension over Styx River Bridge and authorize the Chairman to execute the Public Works Contract and the Certificate of Compliance.

BE12 Request for Proposals (RFP) for Health Insurance Brokers/Consultants

[21-0096](#)

Services for the Baldwin County Commission

Approve the Request for Proposals (RFP) for Health Insurance Brokers/Consultants Services and authorize the Purchasing Director to advertise the RFP.

BE13 Transfer of One (1) Vehicle from the Baldwin County Sheriff's Office to the Baldwin County Coroner's Office

[21-0118](#)

Approve the transfer of one (1) 2006 Ford Expedition, VIN #1FMPU15556LA53728 from the Baldwin County Sheriff's Office to the Coroner's Office at no charge and authorize the Chairman to execute the Fixed Asset Change Form.

BE14 *Resolution #2021-016 - Authorization for the Issuance, Sale, Delivery and Payment of a \$35,000,000 Maximum Principal Amount General Obligation Taxable Warrant, Series 2020-C

[21-0145](#)

Wayne Dyess, County Administrator, said Item BE14 will need a separate vote due to the nature of the Item.

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, related to the General Obligation Taxable Warrant, Series 2020-C, to take the following actions:

- 1) Approve and adopt Resolution #2021-016 authorizing the issuance, sale, delivery and payment of a \$35,000,000 maximum principal amount general obligation taxable warrant, Series 2020-C, to be dated the date of delivery, to Community Bank; and
- 2) Approve and authorize the execution of any and all documents necessary to complete the process of securing the line of credit related to the General Obligation Taxable Warrant, Series 2020-C.

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

BI COUNCIL ON AGING

Wayne Dyess, County Administrator, said there is one Item under Council on Aging for the Commission's approval.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner BillieJo Underwood, to approve Item BI1.

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

BI1 Fiscal Year 2020-2021 Title III Older Americans Act Contract with South Alabama Regional Planning Commission (SARPC) [21-0143](#)

Take the following actions:

- 1) Approve the Fiscal Year 2020-2021 Contract for Services under the Title III Older Americans Act (Contract #302-AAA-2021) with a beginning date of October 1, 2020, and an ending date of September 30, 2021, with South Alabama Regional Planning Commission (SARPC), which allocates \$99,023.00 in federal funds and \$23,500.00 in State funds (totaling \$122,523.00), to the Council on Aging for operating expenses related to providing services for older individuals throughout Baldwin County; and
- 2) Authorize the Chairman to sign the Contract for Services and any related documents.

This Contract will be effective October 1, 2020, and terminate September 30, 2021.

BK EMERGENCY MANAGEMENT AGENCY (EMA)

Wayne Dyess, County Administrator, said there is one Item under Emergency Management Agency for the Commission's approval.

Motion by Commissioner James E. Ball, seconded by Commissioner BillieJo Underwood, to approve Item BK1.

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

BK1 Fiscal Year 2020 Emergency Management Performance Grant (EMPG) Federal Share and State Share Agreements [21-0120](#)

Take the following actions:

- 1) Approve the Cooperative Agreements with the Alabama Emergency Management Agency providing \$66,419.00 in Emergency Management Performance Grant (EMPG)

Federal Share funds (Federal funds passed through the State) to the Baldwin County Emergency Management Agency. The period of performance for this grant is October 1, 2019, to September 30, 2020; and

2) Approve the Cooperative Agreements with the Alabama Emergency Management Agency providing \$4,334.00 in Emergency Management Performance Grant (EMPG) State Share funds (Director Salary Supplement / incentive for maintaining Certified Local Emergency Manager Status). The period of performance for this grant is October 1, 2019, to September 30, 2020; and

3) Authorize the Chairman to execute the EMPG Agreements and any related documents for both the Federal and State EMPG Agreements.

BM FINANCE AND ACCOUNTING

Wayne Dyess, County Administrator, said there is one Item under Finance and Accounting for the Commission's approval.

Motion by Commissioner BillieJo Underwood, seconded by Commissioner Charles F. Gruber, to approve Item BM1.

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

BM1 Resolution #2021-012 - Authorization for Chairman and Clerk/Treasurer to Sign Bank Documents for Fiscal Year 2021

[21-0089](#)

Adopt Resolution #2021-012, authorizing Chairman Joseph Lee Davis, III, and Clerk/Treasurer, Adria Cian Harrison, to sign all necessary bank documents such as the bank signature cards, bank resolutions, bank night depository agreements and any other necessary supporting documents that must be updated.

BN HIGHWAY

Wayne Dyess, County Administrator, said there are three Items under Highway for the Commission's approval.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner James E. Ball, to approve Items BN1-BN3.

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

BN1 Case No. S-19028 - Hill Top Subdivision, Phase One - Road Acceptance

[21-0121](#)

Take the following actions regarding Subdivision Case No. S-19028 - Hill Top Subdivision, Phase One in Maintenance Area 200:

1) Accept the following subdivision road for maintenance and authorize said road to be added to the County Maintenance Road List:

Road Name:
Petiole Drive

Length:
2,923 ft

Asphalt Width:
18 ft

2) Approve and authorize the Chairman to execute the Subdivision Roadway and Drainage Improvement Acceptance Agreement and accept the Surety Document from FCCI Insurance Company on behalf of Baldwin Road Builders, Inc. in the amount of \$134,290.90 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.

BN2 County Road 99 Shoulder Widening - Non-Reimbursable Utility Agreement

[21-0125](#)

Authorize the Chairman to execute a Non-Reimbursable Utility Agreement between Baldwin County, CenturyLink and the Alabama Department of Transportation for the relocation/adjustment of utilities in conflict with the County Road 99 Shoulder Widening Project.

BN3 Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0211719 - Gap Weekley Road (Tract 1)

[21-0070](#)

Take the following actions:

1) Accept 0.701 acres on Gap Weekley Road (Tract 1) as a right-of-way donated to Baldwin County by Gregory L. Weekley and Lorie A. Weekley on January 28, 2020

(Instrument No. 1808426 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.

BQ PERSONNEL

Wayne Dyess, County Administrator, said there are eight Items under Personnel for the Commission's approval.

Motion by Commissioner BillieJo Underwood, seconded by Commissioner James E. Ball, to approve Items BQ1-BQ8.

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

BQ1 Baldwin Regional Area Transit System (BRATS) Department - Employment of Two (2) Full-Time Bus Driver Positions

[21-0106](#)

Take the following actions:

1) Approve the employment of Angela Andrews to fill the open Bus Driver position (PID #2080) at a grade 305 (\$13.910 per hour/\$28,932.80 annually); and

2) Approve the employment of Nancy Kooyenga to fill the open Bus Driver position (PID #5544) at a grade 305 (\$13.910 per hour/\$28,932.80 annually).

These actions will effective no sooner than November 9, 2020.

BQ2 Highway Department (Foley) - Promotion of Employee

[21-0111](#)

Approve the promotion of Johnathan Wesley from the Operator Technician II position (PID #1022) grade 308 (\$16.261 per hour/\$33,822.08 annually) to fill the open Operator Technician III position (PID #1008) at a grade 309 (\$17.562 per hour/\$36,528.96 annually) to be effective no sooner than November 9, 2020.

BQ3 Highway Department (Pre-Construction) - Promotion of Employee

[21-0129](#)

Approve the promotion of Eric Edwards from the Engineering Technician I position (PID #5432) grade 310 (\$18.099 per hour/\$37,645.92 annually) in the Highway Maintenance Department (53130) to fill the open Design Technician II position (PID #5176) at a grade 311 (\$19.547 per hour/\$40,657.76 annually) in the Highway Pre-Construction

Department (53600) to be effective no sooner than November 9, 2020.

BQ4 Highway Department (Silverhill) - Promotion of Employees

[21-0114](#)

Take the following actions:

- 1) Approve the promotion of Michael Holston from the Operator Technician II position (PID #301) grade 308 (\$17.968 per hour/\$37,373.44 annually) to fill the open Operator Technician III position (PID #280) at a grade 309 (\$19.405 per hour/\$40,362.40 annually); and
- 2) Approve the promotion of William Stabler from the Operator Technician Trainee position (PID #5490) grade 304 (\$13.250 per hour/\$17,560.00 annually) to fill the open Operator Technician II position (PID #4080) at a grade 308 (\$16.100 per hour/\$33,488.00 annually).

These actions will be effective no sooner than November 9, 2020.

BQ5 Highway Department (Silverhill) - Employment of Two (2) Operator Technician Trainee Positions

[21-0131](#)

Take the following actions:

- 1) Approve the employment of Jordan Melendez to fill the open Operator Technician Trainee position (PID #5491) at a grade 304 (\$13.250 per hour/\$27,560.00 annually); and
- 2) Approve the employment of Phillip Graves to fill the open Operator Technician Trainee position (PID #5488) at a grade 304 (\$13.250 per hour/\$27,560.00 annually).

These actions will be effective no sooner than November 9, 2020.

BQ6 Highway Department (Traffic Operations) - Employment of One (1) Traffic Control Technician I Position

[21-0108](#)

Approve the employment of Johnny Ikner to fill the open Traffic Control Technician I position (PID #5497) at a grade 307 (\$15.33 per hour/\$31,886.40 annually) to be effective no sooner than November 9, 2020.

BQ7 Parks Department - Employment of One (1) Landscape Technician I Position

[21-0115](#)

Approve the employment of Joe David Davis to fill the open Landscape Technician I position (PID #5563) at a grade 306 (\$14.60 per hour/\$30,368.00 annually) to be effective no sooner than November 9, 2020.

BQ8 Probate Office - Employment of One (1) License Revenue Officer I Position

[21-0107](#)

Approve the employment of Ashley White to fill the open License Revenue Officer I position (PID #3054) at a grade 306 (\$14.60 per hour/\$30,368.00 annually) to be effective no sooner than November 9, 2020.

C PRESENTATIONS

CA GENERAL

CA1 Employee Service Award Pins Presentation

[21-0109](#)

Deidra Hanak, Personnel Director, appeared before the Commission, introduced the following recipients of the 25-year service pins:

Dana Graham, Juvenile Detention Center
Monica English, Commission Administration
Brook Wheeler, Building Maintenance
Earl Steadham, Highway Department
Edward Sanders, Highway Department
Sherry Hodges, Revenue Commission
Deborah Kiper, Revenue Commission

Ms. Hanak presented a slideshow of the 2020 Employee Service Pin Ceremony where employees received their 5, 10, 15 and 20 year service pins.

The Commissioners thanked Ms. Hanak and commented on the employees who were recognized. The Commissioners thanked the employees for the work they do.

D PUBLIC HEARINGS

E COMMITTEE REPORTS

EA FINANCE/ADMINISTRATION DIVISION

EA1 Payment of Bills

[21-0128](#)

Motion by Commissioner James E. Ball, seconded by Commissioner Charles F. Gruber, to pay bills totaling \$11,445,853.87 (eleven million, four hundred forty-five thousand, eight hundred fifty-three dollars and eight-seven cents) with the exception of Vendor #88, which is listed in the Baldwin County Accounts Payable Payments - November 3, 2020, for a revised total of \$11,445,477.47.

Of this amount, \$7,993,572.51 (seven million, nine hundred ninety-three thousand, five hundred seventy-two dollars and fifty-one cents) is payable to the Baldwin County Board of Education and \$477,048.17 (four hundred seventy-seven thousand, forty-eight dollars

and seventeen 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

Motion by Commissioner James E. Ball, seconded by Commissioner BillieJo Underwood, to pay Vendor #88 in the amount of \$376.40.

Vendor #88: Davis, Joseph Lee III - \$376.40

The motion passed by the following vote:

Aye: 3 - James E. Ball, BillieJo Underwood, and Charles F. Gruber
Nay: 0
Absent: 0
Abstain: 1 - Joe Davis III

EA2 Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 [21-0127](#)

Wayne Dyess, County Administrator, informed the Commission that the Baldwin County Commission Interim Payments - November 3, 2020, made by the Clerk/Treasurer, totaling \$2,558,826.38 (two million, five hundred fifty-eight thousand, eight hundred twenty-six dollars and thirty-eight cents) are a part of the record.

F DISCUSSION ITEMS

G COMMISSIONER REQUESTS

H ADDENDA

Wayne Dyess, County Administrator, said there are three Addendum Items for the Commission's approval.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner James E. Ball, to approve Items HA1-HA3.

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

HA1 Request to Temporarily Waive Annual Leave Rollover Maximum Rates

[21-0148](#)

Approve a temporary waiver of the following Baldwin County Employee Handbook Policy, Section IV.A. regarding the maximum amount of annual leave an employee can rollover, applicable to the 2020 calendar only. The waiver will allow employees to carry over annual leave hours from calendar year 2020, to calendar year 2021. Any carryover hours from calendar year 2020 must be used in the calendar year 2021.

"Employees may take annual leave in the year it was earned, or may carry it over for use in later years. However, there is a limit to the amount of annual leave that may accrue.

Years of Service:

0 - 5

Maximum Accrued Hours:

192 hours

(2 x annual rate):

(24 days)

Years of Service:

6 -10

Maximum Accrued Hours:

240 hours

(2 x annual rate):

(30 days)

Years of Service:

11 - 15

Maximum Accrued Hours:

336 hours

(2 x annual rate):

(42 days)

Years of Service:

Over 15

Maximum Accrued Hours:

384 hours

(2 x annual rate):

(48 days)

If an employee earns annual leave in excess of the maximum amount listed on the table, the excess amount will be forfeited if not taken by the last full pay period in the calendar year. The amount of leave at the end of the pay period shall be no more than two (2) years of total accrued time. Employees must consider the time accrued for the last full pay period of the

calendar to be included in leave that must be taken."

HA2 Request for Leave of Absence - BRATS Department

[21-0149](#)

At the request of the JDC Director, approve a Leave of Absence for employee #184582 beginning November 3, 2020, for up to a 3-month period as outlined in the Baldwin County Employee Handbook, Section IV.I. "If an employee exhausts all of his or her annual, sick and FMLA leave and still needs additional time off for personal or health reasons, he or she may apply for an unpaid leave of absence for a period of up to three (3) months. The request for leave must be given to the employee's supervisor and Appointed Department Head at least thirty (30) days prior to the start of the requested leave date unless the leave is an emergency. Any request for leave of absences must be approved or denied by the County Commission."

HA3 Special Temporary Permit, Lot 15, The Beach Club PRD

[21-0147](#)

Approve a Special Temporary Permit for construction worker housing at Lot 15 of The Beach Club. Said permit shall be good for six (6) months and shall expire on May 3, 2021.

I ADMINISTRATIVE REPORT

Wayne Dyess, County Administrator, recognized in the audience Ms. Lois Sanks, who recently retired from the Custodial Department after 16 years of service. Mr. Dyess commented on Ms. Sanks' dedication to her job.

Ms. Sanks appeared before the Commission and thanked the Commission for the opportunity to work for the County.

Eddie Harper, Building Official, appeared before the Commission and commented on the new online permitting process.

The Commissioners commented on the work staff does to assist the public with providing efficient and effective services.

J COUNTY ATTORNEY'S REPORT

K PUBLIC COMMENTS

L PRESS QUESTIONS

M COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

N ADJOURNMENT

Motion by Commissioner BillieJo Underwood, seconded by Commissioner James E. Ball, to adjourn the November 3, 2020, Baldwin County Commission meeting at 9:12 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

Chairman Davis said the November 3, 2020, Baldwin County Commission Regular meeting is adjourned at 9:12 a.m.