

Baldwin County Commission

**Baldwin County Commission Regular
Meeting Minutes
Tuesday, August 16, 2022
8:30 AM**



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

District 1 – Commissioner James E. Ball
District 2 – Commissioner Matthew P. McKenzie
District 3 – Commissioner Billie Jo Underwood
District 4 – Commissioner Charles F. Gruber

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 Matthew P. McKenzie, Commissioner Billie Jo Underwood, and Commissioner Charles F. Gruber

Absent: 0

Also present were, Ron Cink, Budget Director/Interim County Administrator, and Brad Hicks, County Attorney.

The Chairman called the meeting to order at 8:30 a.m. After the prayer led by Dr. Darren McClellan with Fairhope United Methodist Church, and the Pledge of Allegiance led by Commissioner Charles F. Gruber, the Commission transacted the following business to-wit:

A ADOPTION OF MINUTES

July 19, 2022, Special Meeting (Budget Deliberations)

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt the minutes of the July 19, 2022, Special Meeting (Budget Deliberations).

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

July 28, 2022, Special Meeting (Budget Deliberations)

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to adopt the minutes of the July 28, 2022, Special Meeting (Budget Deliberations).

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

August 2, 2022, Regular Meeting

Motion by Commissioner Matthew P. McKenzie, seconded by Commissioner Billie Jo Underwood, to adopt the minutes of the August 2, 2022, 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

[22-1348](#)

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to pay bills totaling \$3,071,352.80 (three million, seventy-one thousand, three hundred fifty-two dollars and eighty cents).

Of this amount, \$768,811.46 (seven hundred sixty-eight thousand, eight hundred eleven dollars and forty-six cents) is payable to the Baldwin County Board of Education and \$56,586.23 (fifty-six thousand, five hundred eighty-six dollars and twenty-three 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, 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

[22-1347](#)

No action taken.

C CONSENT

Chairman Ball said Item CC1 is contingent upon receipt of a corrected certificate of liability insurance naming the Baldwin County Commission as additional insured.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, 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 City of Fairhope - Annexation Notification

[22-1330](#)

Authorize placement of the City of Fairhope's Annexation Ordinance No. 1752, annexing property into the corporate limits of the City of Fairhope, Alabama, into the minutes of the August 16, 2022, Baldwin County Commission meeting with proper notification to the following departments/organizations:

Baldwin County Commission Departments:

Baldwin County Commission

Building Inspection Department

Communications/Information Systems Department

Environmental Management/Solid Waste Department

Highway Department

Planning and Zoning Department

Elected Officials:

Baldwin County Probate Office

Baldwin County Revenue Commission

Baldwin County Sheriff's Office

Other Agencies:

Board of Registrars Office

CA2 Perdido Bay Water, Sewer and Fire Protection District - Board Appointment(s) [22-1331](#)

Related to the Perdido Bay Water, Sewer and Fire Protection District, reappoint Mr. Joe Woods as a member of the Board of Directors for a four (4) year term, said term continuing from June 30, 2022, and expiring June 30, 2026.

CA3 Case No. LV-22014 - Alcohol License Application for Little River Food Plot LLC d/b/a Little River Food Plot [22-1321](#)

Approve the issuance of 070 - Retail Table Wine (Off Premises Only) alcohol license by the Alabama Alcoholic Beverage Control (ABC) Board to Little River Food Plot, LLC d/b/a Little River Food Plot, located at 72071 State Highway 59, Little River, Alabama 36550.

CA4 Annual Advertising Contract with Gulf Coast Media for Fiscal Year 2022-2023 [22-1058](#)

Approve the Annual Advertising Contract between Gulf Coast Media and the Baldwin County Commission for display and legal advertising rates in Gulf Coast Media's four community newspapers of general circulation in Baldwin County for all departments of the Baldwin County Commission as follows:

Legal Advertising Display Rates:

Based on \$13.00 pci (per column inch) rate for all newspapers

Legal Advertising Per Word:

\$0.39 (cents) per word

These rates will be effective and commence September 2, 2022, for a term of one year, expiring September 2, 2023.

CA5 Central Baldwin Sunset Rotary Club Inc. - 2022 Alligators and Ale 5K and Fun Run [22-1305](#)

Take the following actions:

1) Approve the requested route for the 2022 Alligators and Ale 5K and Fun Run on Saturday, October 1, 2022, beginning at Alligator Alley in Summerdale, Alabama at 8:00 a.m. and ending at approximately 9:30 a.m. at the same location; and

2) Acknowledge that alcoholic beverages will be consumed on the premises by attendees of the fundraising event.

Approve the revised County Take Home Vehicle List - August 2022.

The total number of Baldwin County Commission departmental staff driving County owned vehicles home is 204.

CC ARCHIVES AND HISTORY

CC1 North Baldwin Chamber of Commerce - Outdoor Expo - Discover North Baldwin Event at Baldwin County Bicentennial Park in Stockton, Alabama

22-1245

Related to the North Baldwin Chamber of Commerce - Outdoor Expo - Discover North Baldwin event, take the following actions:

- 1) Authorize North Baldwin Chamber of Commerce to host its first Outdoor Expo - Discover North Baldwin event at the Baldwin County Bicentennial Park in Stockton, Alabama, on Friday, April 21, 2023, and Saturday, April 22, 2023, beginning at 8:00 a.m. and ending at 2:00 p.m. each day; and
- 2) Authorize waiving all applicable usage fees.

This approval is contingent upon receipt of a corrected Certificate of Liability Insurance naming the Baldwin County Commission as additional insured.

CC2 Resolution #2022-148 - Appropriation from Historic Parks Fund to Bicentennial Park for Olde Time Days and Christmas Events

22-1318

Take the following actions:

- 1) Adopt Resolution #2022-148 as set forth by Act #2019-338, desiring to appropriate and expend \$64,000.00 from the "Historic Parks Fund," in Baldwin County Fiscal Year 2021-2022, to Baldwin County Bicentennial Park towards cost of the Olde Time Days festival to be held on Saturday, October 1, 2022, from 9:00 a.m. until 4:00 p.m. and for Christmas at Bicentennial Park to be held on Friday and Saturday, December 9 - 10, 2022, from 5:00 p.m. until 9:00 p.m. each night with said appropriation / expenditure being used to offset the costs incurred for services provided related to the site preparation and event services, with said appropriation / expenditure, in the judgment of this honorable county governing body, being worthy and in the best interest of the county and benefitting public historic preservation purposes for the citizens of Baldwin County, Alabama to include:

\$8,137.07 - Light-O-Rama - Four (4) starter packages
\$5,000.00 - Miscellaneous electrical supplies
\$14,000.00 - Extreme Lightscapes
\$36,862.93 - Other event supplies and expenses; and

2) Approve the Archives and History Department staff to purchase the necessary event supplies and pay all other associated expenses related to site preparation and event services.

CD BALDWIN REGIONAL AREA TRANSIT SYSTEM (BRATS)

CD1 Agreement with State of Alabama Relative to a Pass Through of Federal Funds for an Urbanized Area Public Transportation Project for Eastern Shore Urbanized Area in Baldwin County

[22-1354](#)

Take the following actions:

1) Approve the Agreement between the Baldwin County Commission and the State of Alabama relative to a Pass Through of Section 5307 Federal Funds for an Urbanized Area Public Transportation Project for the Eastern Shore Urbanized Area in Baldwin County; and

2) Adopt Resolution #2022-151 which authorizes the Baldwin County Commission to enter into an Agreement with the State of Alabama, acting by and through the Alabama Department of Transportation, relating to public transportation with partial funding by the Federal Transit Administration for Fiscal Year 2023; and

3) Authorize the Clerk / Treasurer to sign the Certification of Compliance with the Beason-Hammon Alabama Taxpayers and Citizen Protection Act.

This agreement is effective on the date hereinafter stated as the date of approval by the Governor of Alabama and will terminate on September 30, 2023, or upon expenditure of all funds provided in the approved project funding, whichever occurs first. In addition, if the grant from the USDOT is terminated by USDOT, the State will have the right to terminate this Agreement by giving written notice of termination.

CD2 FY2023 Agreement for Transportation Services with Coastal Alabama Community College

[22-1322](#)

Take the following actions:

1) Adopt Resolution #2022-145 and approve an Agreement between the Baldwin County Commission Baldwin Regional Area Transit System (BRATS) and Coastal Alabama Community College for BRATS to provide transportation services to the Coastal Alabama Community College locations in Baldwin County during normal operating hours Monday through Friday at the cost of \$1,350.00 per month to be paid by the Coastal Alabama Community College. This agreement shall commence October 1, 2022, and expire September 30, 2023, and is contingent on Alabama Department of Transportation approval; and

2) Authorize the Chairman to execute any documents related to this Agreement.

CD3 FY2023 Agreement for Transportation Services with Council on Aging

[22-1323](#)

Take the following actions:

1) Adopt Resolution #2022-144 and approve an Agreement between the Baldwin County Commission Baldwin Regional Area Transit System (BRATS) and the Baldwin County Commission Council on Aging for BRATS to provide transit services to the seniors of Baldwin County Monday through Friday at the cost of \$4,426.75 per month for service to the following locations: Bay Minette, Daphne, Loxley, and Summerdale Nutrition Centers. Vaugh (Stockton) Nutrition Center will be billed at \$20.52 per hour, the local match portion of the overall rate. The term of this Agreement shall commence October 1, 2022, and expire September 30, 2023, and is contingent on Alabama Department of Transportation approval; and

2) Authorize the execution of any documents related to this Agreement.

CD4 FY2023 Agreement for Transportation Services with Exceptional Foundation Gulf Coast

[22-1324](#)

Take the following actions:

1) Adopt Resolution #2022-146 and approve an Agreement between the Baldwin County Commission Baldwin Regional Area Transit System (BRATS) and the Exceptional Foundation Gulf Coast (EFGC) to provide transportation services during normal operating hours Monday through Thursday at the cost of \$1,084.00 per month (based on sixteen (16) service days per month). The monthly invoice will be adjusted based on actual service days per month and number of participants utilizing the service. Designated stops under this agreement will include Lillian, Elberta, Miflin, Foley, Magnolia Springs, and Barnwell. This Agreement will commence October 1, 2022, and expire September 30, 2023; and

2) Authorize the Chairman to execute any documents related to this Agreement.

CE BUDGET/PURCHASING

CE1 Competitive Bid #WG22-37B - Provision of Ready-mix Concrete for the Baldwin County Commission

[22-1344](#)

Take the following actions:

1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the Provision of Ready-mix Concrete 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.

CE2 Competitive Bid #WG22-54 - Annual Scrap Metal and White Goods Recycling Services for the Baldwin County Commission

22-1304

Award Bid #WG22-54 to the highest bidder, Smith Scrap & Salvage Inc., as per the Award Listing for the sale of the County's Scrap Metal and White Goods Recycling Services and authorize the Chairman to execute the Contract. (Contract shall be effective for twelve (12) months and shall commence on the same day as full execution.)

CE3 Competitive Bid #WG22-55 - Provision of Annual Traffic Signal Repair for the Baldwin County Commission

22-1299

Award Bid #WG22-55 for the Provision of Annual Traffic Signal Repair to Bagby and Russell Electric Company, Inc., as per the Award Listing and authorize the Chairman to execute the Contract. The Contract shall be effective immediately upon the same date as its full execution for a period of twelve (12) months.

CE4 Competitive Bid #WG22-57 - Construction of Magnolia Sanitary Landfill Cell 9 Located in Summerdale, Alabama for the Baldwin County Commission

22-1367

Award Bid #WG22-57 to the lowest bidder, Atlantis Commercial Group, Inc., in the amount of \$4,411,140.00; Construction Time: 210 calendar days; for the construction of Magnolia Sanitary Landfill Cell 9 located in Summerdale and authorize the Chairman to execute the Contract and all other award documents.

CE5 Competitive Bid #WG22-61 - Purchase and Installation of One (1) New 10,000 Gallon Fuel Tank at Baldwin County Magnolia Landfill Located in Summerdale, Alabama for the Baldwin County Commission

22-1297

Take the following actions:

1) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the Purchase and Installation of One (1) New 10,000 Gallon Fuel Tank at the Baldwin County Magnolia Landfill Located in Summerdale, Alabama; and

2) Further, authorize the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the bid is advertised.

CE6 Lease of One (1) Postage Machine for Baldwin County Solid Waste
Department Located at Magnolia Landfill

22-1302

Authorize the Chairman to execute the Purchase Order Lease with Quadient Leasing USA, Inc., (Accurate Control) for the lease of the postage machine off the State of Alabama bid for thirty-six (36) months as follows:

Solid Waste Department - Magnolia Landfill:

IX5AF - iX-5 Series Base w/ Autofeeder, Sealer, Catch Tray & Ink Cartridge

IXWP10 - IX Series 10 lb. Weighing Platform

WP10STDN - 10 lb. Scale Stand for IXWP10, ISWP10 & INWP10

IM16 - Letter Opener

DT-ECERT - e-Certify Configuration Fee

DT - ECERT1KAS - e-Certify Subscription - Level 2 (up to 1,000 e-Certs per year)

Full Coverage Maintenance Contract

\$1,297.80 per quarter - total per year \$5,191.20

CE7 Lease of One (1) Postage Machine / Letter Opener for Baldwin County Revenue Commission Office

[22-1343](#)

Authorize the Chairman to execute the Purchase Order Lease with Quadient Leasing USA, Inc. (Accurate Control of Fairhope) for the lease of one (1) postage machine / letter opener off the State of Alabama bid for thirty-six (36) months as follows:

Revenue Commission Office - Bay Minette, Alabama:

IXWP10 - IX Series 10lb Weighing Platform

WP10STDN - 10lb Scale Stand for IXWP10, ISWP10 & INWP10

ECERT-Processing - e-Certify Processing Fee (Used for Lease Renewal Only)

DT-ECERT1KAS - e-Certify Subscription - Level 2 (up to 1,000 e-Certs per year)

IM16 Letter Opener

IX7 - iX-7 Series Base w/Mixed Size Feeder, Sealer, Drop Tray & Ink Cartridge

IXDS7 - Dynamic Weighing Platform for IX Series 7/7PRO Bases

Full Coverage Maintenance Contract:

\$1,813.35 per quarter - total per year \$7,253.40

CE8 Rental of Copy Machines for the Baldwin County Judge of Probate Office - Tag Section, Fairhope Commission Office, Planning & Zoning Department and Council on Aging Department

[22-1332](#)

Approve and authorize the Chairman to execute the rental agreements with Sharp Electronics Corporation for the rental of four (4) new copy machines off the State of Alabama bid for thirty-six (36) months effective the date of execution as follows:

Location: Judge of Probate, Tag Section - Bay Minette, Alabama

Model: MX-M6071S

Price: \$156.37 / month

Excess Charge / copy: \$0.0049 BW

Location: Commission Office - Fairhope, Alabama

Model: BP-70C36

Price: \$166.74 / month

Excess Charge/copy: \$0.0072 BW / \$0.0450 Color

Location: Planning & Zoning Department - Robertsdale, Alabama

Model: BP-70C55

Price: \$249.43 / month

Excess Charge / copy: \$0.0054 BW / \$0.0400 Color

Location: Council on Aging Department - Robertsdale, Alabama

Model: MX-M5051

Price: \$110.99 / month

Excess Charge / copy: \$0.0049 BW

CF BUILDING INSPECTION

CF1 Alabama Department of Environmental Management (ADEM) Contractual Agreement - Coastal Area Management Program Fiscal Year 2022-2023

[22-1325](#)

Authorize the Chairman to execute the Contractual Agreement between Baldwin County Commission and the Alabama Department of Environmental Management in the amount of \$38,500.00 relating to the Baldwin County Coastal Area Management Program being delegated to issue Coastal Area Program Non-Regulated Use Permits for new construction, repair and reconstruction activities on properties intersected by the Construction Control Line (CCL) within the geographic jurisdiction of unincorporated Baldwin County, and to monitor and inspect coastal activities.

The Agreement shall begin on October 1, 2022, and shall terminate on September 30, 2023, with the understanding that the Agreement is subject to earlier termination as otherwise provided within the Agreement.

CH COMMUNICATIONS/INFORMATION SYSTEMS (CIS)

CH1 Sale of Surplus Equipment on GovDeals.com

[22-1315](#)

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

Lot 1: Nine (9) HP Desktops, three (3) Lexmark Printers & one (1) Zebra Printer, two (2) Dell Displays & one (1) LG Printer and 11 keyboards

Lot 2: Nine (9) HP Desktops, three (3) HP Laptops, three (3) Lexmark Printers & two (2) HP Officejet 250 Printers, three (3) Dell Displays and 10 keyboards

Lot 3: Two (2) HP ProLiant, DL580P Gen9 Servers

CK EMERGENCY MANAGEMENT AGENCY (EMA)

CK1 Fiscal Year 2022 Emergency Management Performance Grant State Subaward Agreement [22-1298](#)

Take the following actions:

1) Approve the Fiscal Year 2022 Emergency Management Performance Grant State Subaward Agreement with Alabama Emergency Management Agency providing \$4,334.00 in Emergency Management Performance Grant (EMPG) State Share Funds to Baldwin County Emergency Management Agency. The period of performance for this grant is October 1, 2021 to September 30, 2022.

2) Authorize the Chairman to execute the State EMPG Agreement and any related documents.

CL ENVIRONMENTAL MANAGEMENT

CL1 Annual Premises Pollution Liability Insurance Premium for Magnolia Landfill [22-1333](#)

Take the following actions:

1) Approve the Annual Premium Payment to John A. Robertson Insurance Agency for the Premises Pollution Liability Insurance for Magnolia Landfill, effective September 15, 2022, through September 15, 2023; and

2) Approve the Premises Pollution Liability Quote and any other related documents; and

3) Authorize the Clerk/Treasurer to make an interim payment to Robertson Insurance Agency Inc. in the amount of \$25,848.10.

CN HIGHWAY

CN1 Adopt-A-Mile - County Road 64 from County Road 54 East to Austin Road in Daphne, Alabama [22-1355](#)

Authorize the Chairman and County Engineer to execute an Adopt-A-Mile Program application submitted by Demarkest Ikner for County Road 64 from County Road 54 East to Austin Road in Daphne, Alabama.

CN2 Alabama Department of Conservation and Natural Resources (ADCNR) - State Expenditure Plan # 13: Longevity, Stability and Water Quality Improvements, Bon Secour Dredge Material Disposal Area - Subaward Grant Agreement - Amendment No. 1 [22-1350](#)

Approve and authorize the Chairman to execute the Subaward Grant Agreement - Amendment No. 1 and Disclosure Statement between Alabama Department of Conservation and Natural Resources and Baldwin County Commission for the State Expenditure Plan #13: Longevity, Stability and Water Quality Improvements, Bon Secour Dredge Material Disposal Area project which adds additional funds needed for construction, extends the grant performance period by twelve (12) months to July 16, 2023, and revises the project milestones accordingly.

CN3 Baldwin County Stormwater Detention Management and Improvements - Engineering Services

[22-1346](#)

Take the following actions:

- 1) Waive Baldwin County Commission Policy #9.10 - Engineering, Environmental Monitoring and Surveying Services; and
- 2) Approve on-call consultant Hydro Engineering Solutions (Hydro, LLC) to perform a regional detention study evaluating specific locations with fees not to exceed \$153,000.00.

CN4 County Road 13 at County Road 44 Roundabout - Reimbursable Utility Agreement

[22-1352](#)

Approve a Reimbursable Utility Agreement between the Baldwin County Commission and Fairhope Utilities for the relocation of utilities to complete the Highway Safety Improvement Project (HSIP) Roundabout Project at County Road 13 and County Road 44. Total cost of this relocation is \$428,889.29 with the Alabama Department of Transportation (ALDOT) providing a 90% match of \$386,000.36 and Baldwin County providing the remaining 10% at \$42,888.93.

This agreement shall be effective upon full execution and will terminate upon completion of the project.

CN5 J.M. Wood Auction Company, Inc. - Equipment Auction List

[22-1359](#)

Approve and authorize the Chairman to execute the list of Highway Department equipment for sale by auction (Exhibit A) at the J.M. Wood Auction facility in Montgomery, Alabama on September 20-22, 2022.

CN6 License Agreement No. 22009 - Scotts Lane - Right-of-Way

[22-1351](#)

Take the following actions:

- 1) Approve License Agreement No. 22009 permitting Baldwin County Sewer Service,

LLC, c/o Richie Barnett to install a 2-inch sewer force main on the east side of Scotts Lane right-of-way. The term of this agreement shall commence on the date of full execution. License for installation shall terminate at 11:59 p.m. on August 31, 2023. License for maintenance shall be indefinite according to the terms of the agreement.; and

2) Authorize the County Engineer to execute Utility Permit #22218-S.

CN7 Rebuild Alabama - Baldwin County FY23 County Transportation Plan

[22-1357](#)

Take the following actions:

1) Adopt the Rebuild Alabama - Baldwin County FY 23 County Transportation Plan which includes the following projects:

River Road North - Bridge Replacement over Keller Creek
Lottie Road - Resurface from County Road 61 to U.S. Interstate 65
County Road 71 South - Resurface from State Highway 59 to Carver Lane
Daughtery Road - Resurface from Underwood Road to County Road 28
County Road 10 - Resurface from County Road 65 to County Road 19
County Road 19 - Resurface from County Road 49 S to County Road 16
County Road 91 - Resurface from U.S. Highway 98 to Gardner Road
County Road 93 - Resurface from U.S. Highway 98 to Bishop Trace
Comstock Road - Resurface from County Road 95 to CC Road
CC Road - Resurface from County Road 32 to Cactus Court
Charolais Road - Resurface from Grantham Road to S Hickory Street

2) Approve the display of the County Transportation Plan in conspicuous places at the Baldwin County Courthouses, Baldwin County Commission offices, Baldwin County Highway Department, Baldwin County website and other places deemed appropriate by the Baldwin County Commission.

CQ PERSONNEL

CQ1 Budgeting and Purchasing Department - Promotion of Employee

[22-1335](#)

Approve the promotion of Susan Kilby from the Business Manager position (PID #5557) grade S313 (\$59,598.96 annually), in the CIS Department (51965), to fill the open Assistant Purchasing Director position (PID #5469) at a grade S316 (\$65,000.00 annually), in the Budgeting and Purchasing Department (51725), to be effective no sooner than August 29, 2022.

CQ2 Building Maintenance Department - Personnel Changes

[22-1336](#)

Take the following actions:

1) Approve the promotion of Jason Kirby from the Building Maintenance Engineer II position (PID #5476) grade 310 (\$21.00 per hour / \$43,680.00 annually) to fill the open HVAC/Preventative Maintenance Technician position (PID #5531) at a grade 313 (\$22.68 per hour / \$47,174.40 annually) to be effective no sooner than August 29, 2022; and

2) Approve the employment of Jason Vallade to fill the open Building Maintenance Engineer II position (PID #348) at a grade 310 (\$18.10 per hour / \$37,648.00 annually) to be effective no sooner than August 22, 2022.

CQ3 Highway Department (Foley) - Personnel Changes

[22-1337](#)

Take the following actions:

1) Approve the promotion of Leroy Jones from the Operator Technician I position (PID #5629) grade 307 (\$15.48 per hour / \$32,198.40 annually) to fill the open Operator Technician II position (PID #354) grade 308 (\$16.72 per hour / \$34,777.60 annually) to be effective no sooner than August 29, 2022; and

2) Approve the promotion of Marcus Dubuisson from the Operator Technician I position (PID #643) grade 307 (\$16.20 per hour / \$33,696.00 annually) to fill the open Operator Technician II position (PID #894) grade 308 (\$17.50 per hour / \$36,400.00 annually) to be effective no sooner than August 29, 2022; and

3) Approve the employment of Bradley Johns to fill the open Operator Technician II position (PID #1022) at a grade 308 (\$16.26 per hour / \$33,820.80 annually) to be effective no sooner than August 22, 2022.

CQ4 Highway Department (Silverhill) - Promotion of Employee

[22-1338](#)

Approve the promotion of Bryan Farnham from the Operator Technician I position (PID #3079) grade 307 (\$15.48 per hour / \$32,198.40 annually) to fill the open Operator Technician II position (PID #897) grade 308 (\$16.72 per hour / \$34,777.60 annually) to be effective no sooner than August 29, 2022.

CQ5 Highway Department (Traffic Operations) - Employment of One (1) Traffic Control Technician I Position

[22-1339](#)

Approve the employment of Colton Clark to fill the open Traffic Control Technician I (PID #5497) grade 307 (\$15.48 per hour / \$32,198.40 annually) to be effective no sooner than August 22, 2022.

CQ6 Revenue Commission - Position Change

[22-1340](#)

Take the following actions:

- 1) Create a Collections Support Technician I (PID #TBD) position (grade 305) in the Revenue Commission (51600); and
- 2) Approve the updated organizational chart for the Revenue Commission - Collections Section.

D PRESENTATIONS

DA GENERAL

DA1 Proclamation - Baldwin County Fair Week - September 20 - 24, 2022 [22-1316](#)

Ron Cink, Budget Director/Interim County Administrator, read the Proclamation proclaiming September 20-24, 2022, as "Baldwin County Fair Week" as Chairman Ball presented the Proclamation to Mr. Sonny Hankins with the Baldwin County Cattle and Fair Association.

Mr. Hankins thanked the Commission for having presented the Association with a total of 71 Proclamations through the years and encouraged everyone to get a copy of the fair catalogue, to come see the pioneer family and enjoy the fair.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to adopt a Proclamation which proclaims September 20-24, 2022, as "Baldwin County Fair Week" in Baldwin County, Alabama, and encourage the public to attend and enjoy the Baldwin County Fair.

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

ER PLANNING AND ZONING

ER1 Case No. Z22-11 - Ingersoll Property Rezoning [22-1320](#)

Matthew Brown, Planning Director, appeared before the Commission and provided background information on the subject property.

Chairman Ball opened the public hearing at 8:43 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman Ball closed the

public hearing at 8:43 a.m.

Motion by Commissioner Charles F. Gruber, seconded by Commissioner Billie Jo Underwood, to adopt Resolution #2022-138, which approves Case No. Z22-11, Ingersoll Property Rezoning, as it pertains to the rezoning of approximately 1.3 acres, more or less, as located in Planning District 30, from RSF-1, Residential Single Family 1 to, RSF-2, Residential Single Family 2.

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

ER2 Case No. Z22-12 - Ahmadi Property Rezoning

[22-1319](#)

Matthew Brown, Planning Director, appeared before the Commission and provided background information on the subject property.

Chairman Ball opened the public hearing at 8:44 a.m. and asked if there is anyone present who wishes to speak.

There being no requests to address the Commission, Chairman Ball closed the public hearing at 8:45 a.m.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to adopt Resolution # 2022-139, which approves Case Z22-12, Ahmadi Property, as it pertains to the rezoning of 1.12 acres, more or less, as located in Planning (Zoning) District 25, from B-2, Neighborhood Business District to RSF-1, 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

F OTHER STAFF RECOMMENDATIONS

FA ADMINISTRATION

FA1 Baldwin County Board of Human Resources - Board Appointment(s)

[22-1342](#)

Chairman Ball said as discussed during the work session this item will be brought

FA2 Official and Employee County Owned Car Policy 2.9 **22-1334**

FF BUILDING INSPECTION

FF1 Amendment to Baldwin County Building Department Fee Schedule **22-1326**

G COMMISSIONER REQUESTS

H ADDENDA

HA1	<u>Baldwin County Revenue Commission - Termination of Certified Payments Service Provider Agreement</u>	<u>22-1300</u>
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1) Terminate the Certified Payment Service Provider Agreement, effective September 30, 2022, between Certified Payments, a division of Accelerated Card Company, LLC and the Baldwin County Commission (Revenue Commission Office), which was originally approved by the Baldwin County Commission on July 16, 2019; and

The motion passed by the following vote:

Abstain: 0

HA2 *Competitive Bid #WG22-49 - Provision of Pest Control for the Baldwin County Commission

Chairman Ball noted there is a replacement item for HA2.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to determine that the bid protest for Competitive Bid #WG22-49 - Provision of Pest Control for the Baldwin County Commission is not in the public interest and does not present clear and convincing evidence of fraud, misrepresentation, other illegality or gross impropriety in the selection of a bid.

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

HA3 Planning and Zoning Department - Position Change

[22-1375](#)

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Matthew P. McKenzie, to take the following actions:

- 1) Reclassify the Planning and Zoning Director position (PID #793), from grade S321 to grade S322; and
- 2) Approve the updated position description for Planning and Zoning Director; and
- 3) Approve the updated organizational chart for the Planning and Zoning Department.

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

HA4 *Resolution #2022-158 Regarding the Appropriation and Expenditure of American Rescue Plan Act Funds

[22-1377](#)

Chairman Ball noted there is a replacement item for HA4 which revises the effective date from September 30, 2022, to December 31, 2022.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to adopt Resolution #2022-158 terminating the appropriations of ARPA Funds previously approved by resolution of the Commission, including funds appropriated by Resolution #2022-102 for a temporary premium pay program, effective December 31, 2022.

After the motion and second, and before the vote, the Commissioners discussed revisiting the use of American Rescue Plan Act (ARPA) funds for employees, meeting with Association of County Commissions of Alabama (ACCA) to get a better understanding of allowable uses of ARPA funds, and ensuring the protocols set forward by the U.S. Treasury Department are followed.

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

I SENIOR STAFF REPORT

None.

J COUNTY ATTORNEY'S REPORT

Brad Hicks, County Attorney, said there is one item for the Commissioners to discuss in an executive session.

K PUBLIC COMMENTS

None.

L PRESS QUESTIONS

None.

M COMMISSIONER COMMENTS

The Commissioners provided their closing comments.

Chairman Ball said the decisions made by the Commission are crucial not only to the employees but to the public at large; he is looking forward to future meetings with ACCA for more information on use of ARPA funds.

N ADJOURNMENT

Brad Hicks, County Attorney, recommended the Commission adjourn the meeting and convene in executive session to discuss the consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property. Mr. Hicks said there is no need for the Commission to reconvene.

Motion by Commissioner Billie Jo Underwood, seconded by Commissioner Charles F. Gruber, to adjourn the meeting at 8:58 a.m. 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.

The motion passed by the following vote:

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

Nay: 0

Absent: 0

Abstain: 0

Chairman Ball said the August 16, 2022, Regular meeting is adjourned at 8:58 a.m. and the meeting will not reconvene.

A handwritten signature in black ink, appearing to read "James E. Ball". The signature is stylized with a large, looped initial "J" and a prominent "B".