



Baldwin County Commission Work Session  
Meeting Minutes

Monday, July 6, 2020  
8:30 AM

Baldwin County Administration Building, County Commission Conference Room  
322 Courthouse Square, Bay Minette, Alabama 36507

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**Commissioners present:**

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

**Commissioners absent:**

None.

**Staff present:**

Wayne Dyess, County Administrator  
Cian Harrison, Clerk Treasurer  
Deidra Hanak, Personnel Director  
Joey Nunnally, County Engineer  
Ron Cink, Budget Director  
Eddie Harper, Building Official  
Anu Gary, Administrative Services Manager  
Barbara Pate, Commission Executive Assistant  
Sherry-Lea Boto, Community Engagement/Public Information Officer  
Vince Jackson, Planning Director  
Felisha Anderson, Director Archives & History/Spc Historic Project Coor.  
Jenni Guerry, EMA Assistant Director  
Wanda Gautney, Purchasing Director

**Also present:**

Brad Hicks, County Attorney  
Huey Hoss Mack, Baldwin County Sheriff  
Anthony Lowery, Baldwin County Chief Deputy

After the welcome, invocation and pledge of allegiance, the following agenda items were reviewed and/or discussed:

**B ACTION ITEMS**

**BA ADMINISTRATION**

**20-1247**

Moved to July 7, 2020, regular meeting, Consent Agenda.

**20-1251**

Moved to July 7, 2020, regular meeting, Consent Agenda.

## BC ARCHIVES AND HISTORY

**20-1189**

**20-1231**

Moved to July 21, 2020, regular meeting.

**BD BALDWIN REGIONAL AREA TRANSIT SYSTEM (BRATS)**

**20-1254**

**20-1253**

Moved to July 7, 2020, regular meeting, Consent Agenda.

**BE BUDGET/PURCHASING**

- BE1** Competitive Bid #WG18-34 - Provision of Industrial Fittings, Hoses and Accessories for the Baldwin County Commission **20-1217**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE2** Competitive Bid #WG19-58 - Interior Build-out of the Second Floor of the Baldwin County Satellite Courthouse Located in Fairhope, Alabama **20-1235**

Todd Stewart, Architect with Adams Stewart Architects, discussed the reasons for the change order and updated the Commission on the project.

Commissioner Davis commented on the budget for the project and furniture for the 2<sup>nd</sup> floor space.

Wanda Gautney, Purchasing Director, provided an update on the project, budget and furniture cost.

Staff will prepare a replacement item for the July 7, 2020, regular meeting.

- BE3** Competitive Bid #WG20-31 - Purchase and Installation of Two (2) New 40 ft. x 50 ft. Metal Buildings in Little River, Alabama and Loxley, Alabama for the Baldwin County Commission **20-1226**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE4** Competitive Bid #WG20-32 - Provision of Emulsified Asphalt (Bituminous Materials) for the Baldwin County Commission **20-1211**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE5** Competitive Bid #WG20-33 – Provision of Bottled Water for the Baldwin County Commission **20-1213**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE6** Competitive Bid #WG20-39 - Purchase and Installation of One (1) New 300 kW Generator and One (1) New 400 AMP Automatic Transfer Switch for the Baldwin County Revenue Commission Building Located in Bay Minette, Alabama **20-1215**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE7** Competitive Bid #WG20-40 – Provision of Instant Precooked Meals for the **20-1216**

Baldwin County Commission

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE8** Competitive Bid #WG20-41 - Annual Scrap Metal & White Good Recycling Services for the Baldwin County Commission **20-1222**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE9** Competitive Bid #WG20-42 - Provision of Vehicle Detergent for the Baldwin County Commission **20-1228**

Wanda Gautney, Purchasing Director discussed the truck wash bid at Magnolia Landfill which has exceeded the \$15,000.00 per year purchasing limit which means it must be bid out. All vendors can submit bids for this project.

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE10** Competitive Bid #WG20-43 - Provision of an Integrated Mosquito Management Program within the Unincorporated Areas of Baldwin County, Alabama for the Baldwin County Commission **20-1252**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE11** Pre-qualification of Contractors for the Construction of Two (2) New Baldwin County Highway Maintenance Buildings Located in Bay Minette and Silverhill, Alabama **20-1209**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE12** Rental of Three (3) New Copy Machines for the Baldwin County Highway Maintenance Facilities Located in Bay Minette, Silverhill, and Foley, Alabama **20-1229**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE13** Rental of Three (3) New Copy Machines for the Baldwin County Solid Waste Collections Department, Juvenile Detention Center, and the Sales and Use Tax Department for the Baldwin County Commission **20-1210**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE14** 2020 General Obligation Warrants - Authorized Representative Form **20-1227**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE15** Local Amendment of the Community Development Block Grant (CDBG) Project Number CY-CM-PF-18-009, County Road 93 Public Water System Extension **20-1218**

Moved to July 7, 2020, regular meeting, Consent Agenda.

- BE16** Resolution #2020-092 - Fiscal Year 2019 - 2020 Budget Amendment for **20-1230**

Parks Department

Moved to July 7, 2020, regular meeting, Consent Agenda.

**BE17** Sales & Use Tax Collection Software

**20-1262**

Moved to July 7, 2020, regular meeting, Consent Agenda.

**BF BUILDING INSPECTION**

**BF1** Baldwin County Flood Damage Prevention Ordinance Board of  
Adjustments - Board Appointment(s)

**20-1219**

Moved to July 7, 2020, regular meeting, Consent Agenda.

**BK EMERGENCY MANAGEMENT AGENCY (EMA)**

**BK1** Civic Innovation Challenge Grant Application

**20-1234**

Moved to July 7, 2020, regular meeting, Consent Agenda.

**BN HIGHWAY**

**BN1** Baldwin County Mitigation Bank - Prescribed Burn and Timber Thinning

**20-1260**

The Commission and Joey Nunnally, County Engineer, discussed the current contract with the contract being closed out and staff seeking a new contract. Discussion followed regarding the previous vendor and if the job was completed. They further discussed what is needed for the job to be able to be completed and issues with wetland work.

Moved to July 7, 2020, regular meeting, Consent Agenda.

**BN2** Rebuild Alabama - Baldwin County Fiscal Year 2020 County Transportation  
Plan - County Rebuild Alabama Contractor Report

**20-1258**

Moved to July 7, 2020, regular meeting, Consent Agenda.

**BQ PERSONNEL**

**BQ1** Archives Department - Employment of One (1) Part-Time Gate Attendant

**20-1240**

Moved to July 7, 2020, regular meeting, Consent Agenda.

**BQ2** Building Inspection - Position Changes

**20-1225**

Eddie Harper, Building Official, explained the reasons for his request to restructure his department, the net cost increase and the additional duties and responsibilities for the positions.

Moved to July 7, 2020, regular meeting, Consent Agenda.

**20-1223**

**20-1224**

**20-1249**

20-1221

**20-1214**

**20-1232**

**20-1263**

**20-1257**

**20-1259**

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**C PRESENTATIONS**

None.

**D PUBLIC HEARINGS**

None.

**DA ADMINISTRATION**

**DA1** Case No. LV-20003 - Alcohol License Application for Circle K Stores, Inc. d/b/a Circle K Store #2704391 **20-1165**

Moved to July 7, 2020, regular meeting, Public Hearings.

**E COMMITTEE REPORTS**

**EA FINANCE/ADMINISTRATION DIVISION**

EA1 Payment of Bills **20-1243**

No discussion.

**EA2** Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 **20-1242**

No discussion.

**F DISCUSSION ITEMS**

**FE BUDGET/PURCHASING**

**FE1** DISCUSSION ITEM - Baldwin County Cattle and Fair Association, Inc. Lease Revisions **20-1239**

Commission and staff discussed the proposed revisions to the lease, simplifying the payment structure and extending the lease for Baldwin County Cattle and Fair Association. Ron Cink, Budget Director, gave the status of rent payments received from Cattle and Fair Association.

Staff will prepare a replacement item for the July 7, 2020, regular meeting.

**FE2** DISCUSSION ITEM - Purchase of Land from the City of Bay Minette (Bay Minette Police Department Complex) **20-1250**

Sheriff Huey Hoss Mack and Robert Wills, City of Bay Minette Mayor, appeared before the Commission and discussed the property purchase and lease agreement between the City and the County. Mayor Wills discussed the lease terms the City is willing to enter in. Sheriff Mack updated the Commission on the plan for the new jail expansion which will be approximately a three-year building process.

Staff will prepare a replacement item for the July 7, 2020, regular meeting.

**FE3**     Request from Baldwin County Judge of Probate for Saturday Opening, July 11, 2020 for the Probate Offices Located at Bay Minette, Robertsedale, Foley and Fairhope.

Wayne Dyess, County Administrator, brought the item from the floor. A request has been received from Probate Office for Saturday openings in order to assist with customer back log.

Moved to July 7, 2020, regular meeting, Consent Agenda.

**H        ADDENDA**

HA1 - Right of Entry Agreement - Baldwin County Economic Development Alliance, Inc. (BCEDA)

Moved to July 7, 2020, regular meeting, Consent Agenda.

HA2 - Space Allocation in County Facilities - Allocation of Space at the Baldwin County Fairhope Satellite Courthouse and Courthouse Campus in Fairhope, Alabama - Resolution #2020-100

Moved to July 7, 2020, regular meeting, Consent Agenda.

HA3 - GoRail Joint Letter to Congress

Moved to July 7, 2020, regular meeting, Consent Agenda.

HA4 - Intergovernmental Support Agreement between Naval Air Station Whiting Field, Florida and the Baldwin County Sheriff's Office for Conducting Emergency Vehicle Operations Course at NOLF Silverhill

Moved to July 7, 2020, regular meeting, Consent Agenda.

**G        COMMISSIONER REQUESTS**

Chairman Underwood discussed the GOMESA funds for the Intra Coastal Waterway (ICW) Boat Launch and the conversation she had with State Officials related to the funding. Commissioner Underwood asked for consensus from the Commission for sharing the cost with the State for the construction of the Boat Launch.

Further discussion followed related to the County projects that are currently being funded with GOMESA monies. Commissioner Davis requested that correspondence be sent to State Officials with detailed information on how the County is using its GOMESA funds.

Commissioner Gruber commented on the escalating numbers of the COVID-19 pandemic and asked if the Commission should make it mandatory for all employees to wear masks in Baldwin County buildings. After further discussion, it was decided that Jenni Guerry, EMA Assistant Director, will gather data from qualified health professionals on pros and cons of wearing masks and provide this information to the Commission.



## **I ADMINISTRATIVE REPORT**

Wayne Dyess, County Administrator, said there is a need for the Commission to enter into an executive session regarding a Boat Launch in Bon Secour.

## **J COUNTY ATTORNEY'S REPORT**

Brad Hicks, County Attorney, said there is also another executive session item for the Commission to discuss.

## **K PUBLIC COMMENTS**

None.

## **L PRESS QUESTIONS**

None.

## **M COMMISSIONER COMMENTS**

Commissioner Davis commented on the importance for citizens to fill out their Census forms and GOMESA projects in Baldwin County.

## **N ADJOURNMENT**

Motion by Commissioner Ball, seconded by Commissioner Davis, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 10:33 a.m. to:

- 1) To discuss with their attorney the legal ramifications of and legal options for pending litigation, controversies not yet being litigated but imminently likely to be litigated or imminently likely to be litigated if the governmental body pursues a proposed course of action.
- 2) 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.

After the motion and before the vote, Mr. Hicks said he is an attorney licensed to practice law in the State of Alabama and the state of exception is applicable to the planned discussion.

The motion passed by the following vote:

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0