



Baldwin County Commission Work Session  
Meeting Minutes

Monday, October 19, 2020  
8:30 AM

Baldwin County Foley Satellite Courthouse, Large Meeting Hall  
201 East Section Avenue, Foley, Alabama 36535

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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:**

Cian Harrison, Clerk Treasurer  
Ron Cink, Budget Director  
Joey Nunnally, County Engineer  
Terri Graham, Development and Environmental Director  
Wayne Dyess, County Administrator  
Sherry-Lea Bloodworth Botoy, Community Engagement Manager/Public Information Officer  
Brian Peacock, CIS Director  
Zack Hood, EMA Director  
Jeannie Peerson, Commission Executive Assistant  
Anu Gary, Administrative Services Manager  
Christie Davis, Senior Budget Accountant  
Lisa Sangster, Administrative Support Specialist IV  
Deidra Hanak, Personnel Director

**Staff present via teleconference:**

Loren Lucas, Assistant Purchasing Director

**Also present:**

Brian Pierce, Coroner  
Brad Hicks, County Attorney

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

## A ADOPTION OF MINUTES

## October 6, 2020, Regular Meeting

No discussion.

## B ACTION ITEMS

## BA ADMINISTRATION

**BA1** County Take Home Vehicle List - October 2020

**21-0085**

Wayne Dyess, County Administrator, discussed the proposed updates to the Take Home Vehicle List.

Further discussion followed related to additional updates needed by adding employees currently driving vehicles home who have not been added to the list and updating information on the list for vehicles that have changed.

It was decided that Mr. Dyess would obtain updated information from the departments and bring the item back to be discussed during the October 20, 2020, regular meeting.

Moved to October 20, regular meeting, Other Staff Recommendations.

**BA2** Lease Agreement - Baldwin Court Services, Inc. - Use of County Properties **21-1571**

Moved to October 20,2020 regular meeting, Consent Agenda.

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

**21-0056**

Moved to October 20,2020 regular meeting, Consent Agenda.

## BE BUDGET/PURCHASING

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

**21-0088**

Moved to October 20,2020 regular meeting, Consent Agenda.

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

**21-0057**

Moved to October 20,2020 regular meeting, Consent Agenda.

- BE3** Competitive Bid #WG20-47 - Provision of Alternate Daily Cover Material for the Baldwin County Commission **21-0061**

Moved to October 20,2020 regular meeting, Consent Agenda.

- BE4** Competitive Bid #WG20-48 - Provision of Bituminous Materials for the Baldwin County Commission **21-0062**

Moved to October 20,2020 regular meeting, Consent Agenda.

- BE5** Competitive Bid #WG20-49 - Provision of Labor and Equipment for Asphalt Placement for the Baldwin County Commission **21-0053**

Moved to October 20,2020 regular meeting, Consent Agenda.

- BE6** Competitive Bid #WG20-52 - Provision of Push-to-Talk over Cellular (PoC) Services & Equipment Monthly Rental for the Baldwin County Commission **21-0066**

Moved to October 20,2020 regular meeting, Consent Agenda.

- 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**

Moved to October 20,2020 regular meeting, Consent Agenda.

- 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**

Terri Graham, Development and Environmental Director, discussed the project and the needs at the MacBride Landfill.

Moved to October 20,2020 regular meeting, Consent Agenda.

- 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**

Moved to October 20,2020 regular meeting, Consent Agenda.

**BE10** Transfer of One (1) Vehicle from the Baldwin County Highway Department to the Baldwin County Live Oak Park Cost Center **21-0065**

Moved to October 20,2020 regular meeting, Consent Agenda.

**BE11** Authorization for a Line of Credit for Hurricane Sally Repairs **21-0098**

Ron Cink, Budget Director, discussed the \$35 million line of credit.

Moved to October 20,2020 regular meeting, Consent Agenda.

**BE12** Fiscal Year 2021 Budget Amendment #1 - Resolution #2021-009 **21-0067**

Ron Cink, Budget Director, explained the budget amendment.

Moved to October 20,2020 regular meeting, Consent Agenda.

**BI COUNCIL ON AGING**

**BI1** Fiscal Year 2020-2021 Title III Older Americans Act Contract with South Alabama Regional Planning Commission (SARPC) **21-0091**

Pulled from agenda, will be brought back to a future meeting.

**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**

Brian Pierce, Coroner, discussed the agreement.

Moved to October 20,2020 regular meeting, Consent Agenda.

**BL ENVIRONMENTAL MANAGEMENT**

**BL1** Approval of Renewal Application for Certificate of Exception from Garbage Pick-Up **21-0069**

Moved to October 20,2020 regular meeting, Consent Agenda.

- 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**

Moved to October 20,2020 regular meeting, Consent Agenda.

**BM FINANCE AND ACCOUNTING**

- BM1** Association of County Commissions of Alabama (ACCA) Workers' Compensation Self Insurers' Fund - Continuance of Coverage **21-0084**

Cian Harrison, Clerk Treasurer, discussed the item and rate changes.

Moved to October 20,2020 regular meeting, Consent Agenda.

**BN HIGHWAY**

- BN1** Alabama Transportation Rehabilitation and Improvement Program II – Fiscal Year 2021 Project Application **21-0075**

Joey Nunnally, County Engineer, discussed the project and the staff proposal.

Moved to October 20,2020 regular meeting, Consent Agenda.

- BN2** Americans with Disabilities Act (ADA) - Sidewalk Curb Ramp Compliance Phase IV Project - Permission to Advertise **21-0046**

Moved to October 20,2020 regular meeting, Consent Agenda.

- BN3** Case No. S-16053a - The Verandas, Phase 2 - Release Maintenance Bond **21-0048**

Moved to October 20,2020 regular meeting, Consent Agenda.

- BN4** Fiscal Year 2021 Resurfacing Projects - Group 1 - Request for Permission to Advertise **21-0041**

Moved to October 20,2020 regular meeting, Consent Agenda.

- BN5** License Agreement No. 20027 - Unopened Right-of-Way between County Road 55 and Dawson Road **21-0074**

Mr. Andrew Carver, representing the owners of the property, Roberta and Matthew Jenkins, Mr. Dwight Welch, owner of the adjacent property, Joey Nunnally, County Engineer, and Brad Hicks, County Attorney discussed the request related to the subject property, the ingress/egress on the right-of-way of the property, and State law regarding rights of property owners.

Moved to October 20,2020 regular meeting, Consent Agenda.

**BQ PERSONNEL**

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

Moved to October 20,2020 regular meeting, Consent Agenda.

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

Moved to October 20,2020 regular meeting, Consent Agenda.

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

Moved to October 20,2020 regular meeting, Consent Agenda.

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

Moved to October 20,2020 regular meeting, Consent Agenda.

**BQ5** Parks Department - Transfer of Employee into Landscape Technician I Position **21-0079**

Moved to October 20,2020 regular meeting, Consent Agenda.

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

Moved to October 20,2020 regular meeting, Consent Agenda.

## **C PRESENTATIONS**

### **CA GENERAL**

**CA1** Resolutions in Recognition of Captain Greg Thicklin and Lieutenant Harlen Hill **21-0073**

Moved to October 20,2020 regular meeting, Presentations.

**CA2** Proclamation - Chamber of Commerce Week in Baldwin County - October 19-23, 2020 **21-0099**

Moved to October 20,2020 regular meeting, Presentations.

## **D PUBLIC HEARINGS**

None.

## **E COMMITTEE REPORTS**

### **EA FINANCE/ADMINISTRATION DIVISION**

**EA1** Payment of Bills **21-0087**

No discussion.

**EA2** Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 **21-0086**

No discussion.

## **F DISCUSSION ITEMS**

None.

## **G COMMISSIONER REQUESTS**

None.

## **H ADDENDA**

### **HA GENERAL**

**HA1    Request to Temporarily Waive Annual Leave Rollover Maximum Rates                      21-0105**

Deidra Hanak, Personnel Director, discussed the current policy in place, the effects the rollover would have on employees and the pros and cons of removing or keeping the cap in place on accrued leave time.

Commissioner Ball requested that a list be provided to Commissioners of all employees who have accrued more accrued leave time than the cap allows. It was decided that Deidra Hanak will bring the item back at a later time when she has answers to some of the questions presented.

Pulled from agenda, will be brought back to a future meeting.

**HA2    Proclamation / Declaration of a Termination and Lifting of a State of Local    21-  
0113    Emergency – Hurricane Delta**

Zach Hood, EMA Director, recommended lifting the State of Local Emergency for Hurricane Delta on October 20, 2020, at 12 noon, and continuing the State of Local Emergencies for Hurricane Sally and Covid-19.

**I        ADMINISTRATIVE REPORT**

None.

**J        COUNTY ATTORNEY'S REPORT**

None.

**K        PUBLIC COMMENTS**

None.

**L        PRESS QUESTIONS**

None.

**M        COMMISSIONER COMMENTS**

The Commissioners provided their closing comments.

Commissioner Davis commented on the need of blinds for the office windows on the second floor of the Fairhope Satellite Courthouse and requested additional information. It was decided that Wayne Dyess will get the information from Wanda Gautney, Purchasing Director and



forward the information to Commissioner Davis.

Commissioner Ball commented on the Baldwin Beach Express II Project and how the Commission can move forward. It was decided that Brad Hicks, County Attorney, will look into the matter.

The Commissioners further discussed the recent hurricanes and a call between the County EMA and the State EMA.

Discussion followed regarding the Open Meetings Act and the Commissioners meeting with County Directors without violating the law. Brad Hicks, County Attorney discussed the law and the rules regarding elected officials deliberating outside of a public meeting.

## **N ADJOURNMENT**

Motion by Commissioner Gruber, seconded by Commissioner Ball, to adjourn the October 19, 2020, Baldwin County Commission Work Session at 9:49 a.m.

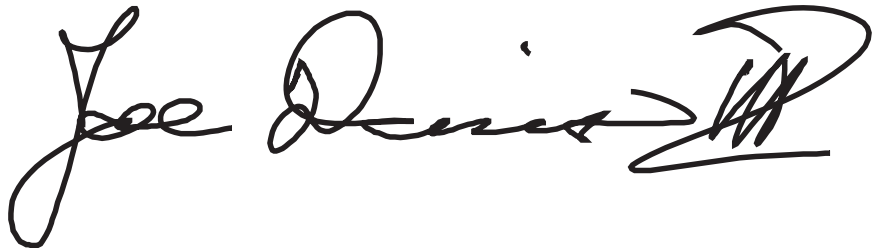
The motion passed by the following vote:

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

A handwritten signature in black ink, appearing to read "Joe Davis III". The signature is stylized with a large, looped "J" and a prominent "D" at the end.