



Baldwin County Commission Work Session
Meeting Minutes

Tuesday, November 2, 2020
8:30 AM

Baldwin County Central Annex Auditorium
22251 Palmer Street, Robertsdale, Alabama 36567

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:

Brian Peacock, CIS Director
Cian Harrison, Clerk Treasurer
Ron Cink, Budget Director
Terri Graham, Development and Environmental Director
Wayne Dyess, County Administrator
Eddie Harper, Building Official
Deidra Hanak, Personnel Director
Anu Gary, Administrative Services Manager
Keri Green, Commission Executive Assistant
Sherry-Lea Bloodworth Botoy, Community Engagement Manager/Public Information Officer
Vince Jackson, Planning Director
Frank Lundy, Operations Manager
Lisa Sangster, Chief Administrative Assistant
Matthew Brown, BRATS Director
Christie Davis, Senior Budget Accountant

Staff present via teleconference:

Wanda Gautney, Purchasing Director

Also present:

Brad Hicks, County Attorney

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

WELCOME BY CHAIRMAN, INVOCATION AND PLEDGE OF ALLEGIANCE

A ADOPTION OF MINUTES

October 20, 2020, Regular Meeting

No discussion.

B ACTION ITEMS

BA ADMINISTRATION

BA1 County Take Home Vehicle List - November 2020 **21-0130**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BA2 Designation and Appointments of Commissioners to Various Boards **21-0133**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BE BUDGET/PURCHASING

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

Moved to November 3, 2020, regular meeting, Consent Agenda.

BE2 Competitive Bid #WG18-44 - On-call Fiber Optic Installation and Repair Services for the Baldwin County Commission **21-0102**

Moved to November 3, 2020, regular meeting, Consent Agenda.

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

Moved to November 3, 2020, regular meeting, Consent Agenda.

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

Moved to November 3, 2020, regular meeting, Consent Agenda.

BE5 Competitive Bid #WG21-04 - Provision of Bag Ice for the Baldwin County Commission **21-0103**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BE6 Competitive Bid #WG21-05 - Provision of Crushed Aggregates for the Baldwin County Commission **21-0123**

Moved to November 3, 2020, regular meeting, Consent Agenda.

- 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**

Moved to November 3, 2020, regular meeting, Consent Agenda.

- BE8** Permit Fees for the Construction of Two (2) New Baldwin County Highway Maintenance Buildings Located in Bay Minette and Silverhill, Alabama **21-0110**

Moved to November 3, 2020, regular meeting, Consent Agenda.

- 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**

Moved to November 3, 2020, regular meeting, Consent Agenda.

- 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**

Moved to November 3, 2020, regular meeting, Consent Agenda.

- BE11** Quotes for the Installation of Helper Bents Pine Grove Road Extension over Styx River for the Baldwin County Commission **21-0116**

Moved to November 3, 2020, regular meeting, Consent Agenda.

- BE12** Request for Proposals (RFP) for Health Insurance Brokers/Consultants Services for the Baldwin County Commission **21-0096**

Moved to November 3, 2020, regular meeting, Consent Agenda.

- BE13** Transfer of One (1) Vehicle from the Baldwin County Sheriff's Office to the Baldwin County Coroner's Office **21-0118**

Moved to November 3, 2020, regular meeting, Consent Agenda.

- 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**

Moved to November 3, 2020, regular meeting, Other Staff Recommendations.

BI COUNCIL ON AGING

- BI1** Fiscal Year 2020-2021 Title III Older Americans Act Contract with South **21-0143**

Alabama Regional Planning Commission (SARPC)

Moved to November 3, 2020, regular meeting, Consent Agenda.

BK EMERGENCY MANAGEMENT AGENCY (EMA)

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

Moved to November 3, 2020, regular meeting, Consent Agenda.

BM FINANCE AND ACCOUNTING

BM1 Resolution #2021-012 - Authorization for Chairman and Clerk/Treasurer to Sign Bank Documents for Fiscal Year 2021 **21-0089**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BN HIGHWAY

BN1 Case No. S-19028 - Hill Top Subdivision, Phase One - Road Acceptance **21-0121**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BN2 County Road 99 Shoulder Widening - Non-Reimbursable Utility Agreement **21-0125**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BN3 Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0211719 - Gap Weekley Road (Tract 1) **21-0070**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BQ PERSONNEL

BQ1 Baldwin Regional Area Transit System (BRATS) Department - Employment of Two (2) Full-Time Bus Driver Positions **21-0106**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BQ2 Highway Department (Foley) - Promotion of Employee **21-0111**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BQ3 Highway Department (Pre-Construction) - Promotion of Employee **21-0129**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BQ4 Highway Department (Silverhill) - Promotion of Employees **21-0114**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BQ5 Highway Department (Silverhill) - Employment of Two (2) Operator Technician Trainee Positions **21-0131**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BQ6 Highway Department (Traffic Operations) - Employment of One (1) Traffic Control Technician I Position **21-0108**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BQ7 Parks Department - Employment of One (1) Landscape Technician I Position **21-0115**

Moved to November 3, 2020, regular meeting, Consent Agenda.

BQ8 Probate Office - Employment of One (1) License Revenue Officer I Position **21-0107**

Moved to November 3, 2020, regular meeting, Consent Agenda.

C PRESENTATIONS

CA GENERAL

CA1 Employee Service Award Pins Presentation **21-0109**

Deidra Hanak, Personnel Director, explained to the Commission that a video presentation will be shared at the November 3, 2020, Baldwin County regular meeting, recognizing employees receiving the employee service award pins. Employees receiving their 25 years service award pins will attend the meeting in person.

Moved to November 3, 2020, regular meeting, Presentations.

D PUBLIC HEARINGS

E COMMITTEE REPORTS

EA FINANCE/ADMINISTRATION DIVISION

EA1 Payment of Bills **21-0128**

No Discussion.

EA2 Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 **21-0127**

No Discussion.

F DISCUSSION ITEMS

None.

G COMMISSIONER REQUESTS

None.

H ADDENDA

HA1 Request to Temporarily Waive Annual Leave Rollover Maximum Rates **21-0148**

Moved to November 3, 2020, regular meeting, Consent Agenda.

HA2 Request for Leave of Absence – BRATS Department **21-0149**

Moved to November 3, 2020, regular meeting, Consent Agenda.

HA3 Special Temporary Permit, Lot 15, The Beach Club PRD **21-0147**

Vince Jackson, Development Review Planner, discussed the request to approve a special temporary permit for construction worker housing at Lot 15 of the Beach Club. The Commission, Brad Hicks, County Attorney, and staff further discussed the special temporary permit and Building Department fees for electrical permits and building permits as they pertain to the special temporary permit.

Moved to November 3, 2020, regular meeting, Consent Agenda.

I ADMINISTRATIVE REPORT

Wayne Dyess, County Administrator, discussed recognizing Ms. Lois Sanks on the occasion of her retirement from the Baldwin County Commission, at the November 3, 2020, regular meeting.

J COUNTY ATTORNEY'S REPORT

None.

K PUBLIC COMMENTS

None.

L PRESS QUESTIONS

None.

M COMMISSIONER COMMENTS

Commissioner Underwood commented on the passing of former Baldwin County Commissioner Frank Burt, Jr., and the November 3, 2020, General Election, voting and for citizens to assist others that may not be able to get to the polls.

Commissioner Davis commented on the passing of former Commissioner Frank Burt, Jr. and

added the Commission will pursue lowering flags with the Governor's Office. Commissioner Davis discussed the November 3, 2020, regular meeting, stating that the Honor Guard would attend to present the colors in honor of Veterans Day and that his wife would also be attending the meeting. Commissioner Davis commented on election day and the importance of voting.

Terri Graham, Development and Environmental Director, discussed the progress of storm debris pick up from Hurricane Sally. It was decided that Sherry-Lea Bloodworth-Botop, Community Engagement Manager/Public Information Officer, would inform the public that, at the request of the Commission, Crowder Gulf is adding additional personnel for storm debris pickup.

Deidra Hanak, Personnel Director, discussed the appointed personnel evaluations.

Eddie Harper, Building Official, discussed the launching of the new permitting software for the Building Inspection Department. It was decided that Sherry-Lea Bloodworth-Botop, Community Engagement Manager/Public Information Officer, would make sure the public is aware of the new online permitting process.

N ADJOURNMENT

Motion by Commissioner Ball, seconded by Commissioner Underwood, to adjourn the November 2, 2020, Baldwin County Commission work session at 9:11 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 written in a cursive, flowing style with a large initial "J" and a stylized "D".