



Baldwin County Commission Work Session  
Meeting Minutes

Monday, February 1, 2021  
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 2 – Commissioner Joe Davis, III  
District 3 – Commissioner Billie Jo Underwood  
District 4 – Commissioner Charles F. Gruber

**Commissioners absent:**

District 1 – Commissioner James E. Ball  
(via teleconference)

**Staff present:**

Brian Peacock, CIS Director  
Deidra Hanak, Personnel Director  
Wayne Dyess, County Administrator  
Sherry-Lea Bloodworth Botoy, Community Engagement Manager/Public Information Officer  
Anu Gary, Administrative Services Manager  
Jeannie Peerson, Commission Executive Assistant  
Terri Graham, Development and Environmental Director  
Kristen Rawson, Assistant Administrative Services Manager  
Matthew Brown, BRATS Director  
Madison Steele, Horticulturist  
Ron Ballard, JDC Director  
Jenni Guerry, Deputy Director, EMA

**Staff present via teleconference:**

Wanda Gautney, Purchasing Director  
Felisha Anderson, Director of Archives and History/Special Historic Projects Coordinator

**Also present:**

Brad Hicks, County Attorney

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

Several citizens from The Grove neighborhood in Foley were in attendance to speak regarding recent incidents of bullets hitting their properties, in some cases leaving bullet holes in their homes and other buildings. The citizens expressed concern regarding their safety and inquired what can be done to find out who is responsible for the shootings in the area and who is responsible for paying for the property damages.

The Commission, Brad Hicks, County Attorney, Wayne Dyess, County Administrator, and the citizens further discussed the shooting incidents, the Commission not having land use regulatory authority over un-zoned areas, the zoning process for the county, legal action the citizens could take, and the citizens investigating where the stray bullets are coming from and working with law enforcement if any future incidents occur.

## **A ADOPTION OF MINUTES**

January 19, 2021, Regular Meeting

No discussion.

## **B ACTION ITEMS**

### **BA ADMINISTRATION**

**BA1** Ono Island Water, Sewer & Fire Protection Authority - Board Appointment(s) **21-0428**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BA2** Tortugaman Tri Hearts Duathlon 2021 **21-0442**

Wayne Dyess, County Administrator, noted that the social distancing plan has been provided by the event organizers. The Commission and Mr. Dyess discussed the event request and the need for the Baldwin County Commission to be consistent with approvals for these types of events. Commissioner Ball requested that the event organizers attend the regular meeting the next day to discuss their plan and to answer any additional questions the Commissioners may have.

Moved to February 2, 2021, regular meeting, Other Staff Recommendations.

### **BC ARCHIVES AND HISTORY**

**BC1** Archives and History Public Outreach Events for 2021 **21-0448**

Felisha Anderson, Director of Archives and History/Special Historic Projects Coordinator, and the Commission discussed the scheduling of the public outreach events, the possibility of the events being cancelled or postponed due to COVID-19, and making sure the approval of the events would be tentative at this time.

Moved to February 2, 2021, regular meeting, Consent Agenda.

### **BE BUDGET/PURCHASING**

**BE1** Competitive Bid #WG21-08A – Provision of Charter Transportation Services for the Baldwin County Commission **21-0451**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE2** Competitive Bid #WG21-09 - Repair of One (1) 2020 Kenworth T-800 Dump Truck for the Baldwin County Commission **21-0407**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE3** Competitive Bid #WG21-10 – Provision of Motorgrader Blades for the Baldwin County Commission **21-0405**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE4** Competitive Bid #WG21-11 - Provision of Rental Equipment for the Baldwin County Commission **21-0431**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE5** Competitive Bid #WG21-14 – Purchase and Installation of Chiller Controls At the Central Annex II Building for the Baldwin County Commission **21-0436**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE6** Competitive Bid #WG21-15 - Repairs to the “Covered Area” Roof of the Existing Baldwin County Household Waste Collection Facility Located in Summerdale, Alabama for the Baldwin County Commission **21-0472**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE7** Lease of Copy Machines for the Baldwin County Revenue Commission Offices Located at the Fairhope and Foley Satellite Courthouses and the Coroner’s Office Located in Robertsdale **21-0425**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE8** Lease of One (1) Copy Machine for the Baldwin County Legislative Delegation located at Baldwin County Legislative Delegation Office, Fairhope Satellite Courthouse, 2nd Floor **21-0426**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE9** Baldwin County Resurfacing Projects 2021: Group 3/BCR-2021-3 and Group #3RA- BCR-2021-3RA **21-0449**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE10** Project No. STPLL-0219(254) BCP #0222319 – Addition of Paved Shoulders on County Road 99 from Carrier Drive to Spanish Cove Drive South for the Baldwin County Commission **21-0415**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE11** Request for Proposals (RFP) for Emergency Management Consulting and Contract Services for Response, Recovery, Mitigation, Preparedness, and Planning for the Baldwin County Commission **21-0422**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BE12** Request for Proposals (RFP) for Health Insurance Brokers/Consultants Services for the Baldwin County Commission **21-0457**

Moved to February 2, 2021, regular meeting, Consent Agenda.

- BE13** Transfer of One (1) Vehicle from the Baldwin County Sheriff's Office to the Baldwin County Coroner's Office **21-0424**

Moved to February 2, 2021, regular meeting, Consent Agenda.

- BE14** Quotes for the Construction of a New Deck at the Baldwin County East Fork Landfill Scale House Located in Elberta, Alabama for the Baldwin County Commission **21-0445**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BH COMMUNICATIONS/INFORMATION SYSTEMS (CIS)**

- BH1** Alabama Department of Transportation Permit Agreement for the Accommodation of Utility Facilities on Public Right-of-Way on State Route 287 (Hand Ave) **21-0468**

Moved to February 2, 2021, regular meeting, Consent Agenda.

- BH2** Motorola Equipment Lease Purchase Agreement #24671 Change Order 001 **21-0467**

Moved to February 2, 2021, regular meeting, Consent Agenda.

- BH3** North Baldwin Literacy Council – Termination of Interlocal Agreement for Computer Networking Services **21-0416**

Moved to February 2, 2021, regular meeting, Consent Agenda.

- BH4** Tyler Technologies - Amendment to License and Services Agreement **21-0466**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BK EMERGENCY MANAGEMENT AGENCY (EMA)**

- BK1** Baldwin Together Mid-Year Report and Allocation of Funds to Community Action Agency of South Alabama **21-0458**

Dana Jepsen, South Baldwin Director Ecumenical Ministries, Inc., presented **Baldwin Together Mid-Year Report** and discussed the work the group has done, and the ways Baldwin County citizens have been impacted. It was decided that Wayne Dyess, County Administrator, would work with Brad Hicks, County Attorney, to prepare an additional agreement when the deadline nears for the current agreement to ensure that the new agreement is done seamlessly, for the benefit of the citizens in Baldwin County.

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BL ENVIRONMENTAL MANAGEMENT**

**BL1** Baldwin County Solid Waste Uncollectible Residential Accounts **21-0470**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BL2** License Agreement - Donald and Janice Hartman **21-0473**

Terri Graham, Development and Environment Director, discussed with the Commission a License Agreement between the Commission and Donald R. Hartman and Janice G. Hartman, giving them ingress and egress to the parcel owned by Mr. and Mrs. Hartman.

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BL3** Request for Proposals (RFP) for Developing a Baldwin County Solid Waste Gas-to-Energy Project Located at the Magnolia Sanitary Landfill **21-0412**

Terri Graham, Development and Environmental Director, discussed AEP Renewable Fuels, LLC, meeting with Riviera Utilities regarding some concerns and there still being some work left to do regarding the Gas-to-Energy Project at the Magnolia Sanitary Landfill. Representatives from AEP Renewable Fuels will be present at the February 2, 2021, regular meeting to do a presentation on the project. Ms. Graham further discussed the litter patrol and Coastal Cleanup programs.

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BM FINANCE AND ACCOUNTING**

**BM1** Resolution #2021-047 - Annual Tax Levy **21-0471**

Wayne Dyess, County Administrator, noted Resolution #2021-047 contained typographical errors which have been corrected.

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BN HIGHWAY**

**BN1** Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 – Lipscomb Road (Tract 1) **21-0413**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BN2** Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 - Lipscomb Road (Tract 2) **21-0414**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BN3** Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 - Lipscomb Road (Tract 3) **21-0417**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BN4** Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 – Lipscomb Road (Tract 4) **21-0418**

Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN5</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 – Lipscomb Road (Tract 5)</u> | <b>21-0419</b> |
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Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN6</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 – Lipscomb Road (Tract 6)</u> | <b>21-0421</b> |
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Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN7</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 – Lipscomb Road (Tract 7)</u> | <b>21-0423</b> |
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Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN8</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 - Lipscomb Road (Tract 8)</u> | <b>21-0430</b> |
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Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN9</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 - Lipscomb Road (Tract 9)</u> | <b>21-0432</b> |
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Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN10</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0212019 - Lipscomb Road (Tract 10)</u> | <b>21-0433</b> |
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Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN11</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0203816 – Pate Road (Tract 4)</u> | <b>21-0439</b> |
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Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN12</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0203816 – Pate Road (Tract 7)</u> | <b>21-0440</b> |
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Moved to February 2, 2021, regular meeting, Consent Agenda.

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| <b>BN13</b> | <u>Execution of IRS Form 8283 for a Donated Right-of-Way on Project No. 0203816 – Sonnie Lynn Lane (Tract 3)</u> | <b>21-0443</b> |
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Wayne Dyess, County Administrator, noted Agenda Item BN13 has a replacement item with the corrected project number.

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BO JUVENILE DETENTION**

**BO1** Department of Youth Services (DYS) Part 1 and Part 2 Grant Subsidy Agreement Fiscal Year 2020-2021 **21-0435**

After Ron Ballard, JDC Director, discussed the DYS Grant Agreements, Commissioner Davis requested Mr. Ballard to attend the next regular meeting to discuss the agreements and bring public awareness to this topic.

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BQ PERSONNEL**

**BQ1** Highway Department (Traffic Operations) - Promotion of Employee **21-0460**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BQ2** Parks Department - Employment of One (1) Part-Time Park Attendant Position **21-0461**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BQ3** Baldwin Regional Area Transit System (BRATS) Department – Creation of Accounting Manager Position **21-0459**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BQ4** Building Inspection Department - Approval of Position Descriptions **21-0464**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BQ5** Planning and Zoning Department - Position Changes **21-0462**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**BQ6** Planning and Zoning Department - Salary Change for Acting and Interim Planning Director **21-0465**

Moved to February 2, 2021, regular meeting, Consent Agenda.

**C PRESENTATIONS**

**CA GENERAL**

**CA1** Black History Month - Presentation **21-0434**

Moved to February 2, 2021, regular meeting, Presentations.

**CA2** Highway Department Fiscal Year 2020 Year End Progress Report (October 1, 2019 – September 30, 2020) **21-0377**

Moved to February 17, 2021, regular meeting, Presentations.

**D PUBLIC HEARINGS**

**DA ADMINISTRATION**

- DA1** Case No. LV-20010 – Alcohol License Application for Hurricane Bait and Tackle LLC d/b/a Hurricane Bait and Tackle **21-0327**

Moved to February 2, 2021, Public Hearings.

**E COMMITTEE REPORTS**

**EA FINANCE/ADMINISTRATION DIVISION**

- EA1** Payment of Bills as Interim Payments Due to Software Conversion **21-0437**

No discussion.

- EA2** Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 **21-0438**

No discussion.

**F DISCUSSION ITEMS**

**FA ADMINISTRATION**

- FA1** Request to Use Byrnes Lake Landing and the Bicentennial Park Grounds For Overnight Camping and a Movie Screening Event “On Set Cinema” **21-0444**

After Wayne Dyess, County Administrator, discussed the request, further discussion followed regarding the details and schedule of the proposed event and Covid protocols. It was decided that Mr. Dyess will obtain more information from the event organizer and consult with the County Attorney if the Commission wishes to move forward with the request and an agreement is necessary.

No item moving forward at this time, will be brought back to a future meeting.

Mr. Dyess noted he had received correspondence from Sheriff Mack, regarding a letter to the Correction Center employees from the County Commission.

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

- FD1** Funding for County Employee Use of Baldwin Regional Area Transit System (BRATS) General Public Transportation for County Business **21-0441**

Matthew Brown, BRATS Director, discussed an idea about employees being able to use BRATS transportation during work hours for work activity.

No item moving forward at this time, will be brought back to a future meeting.

**G COMMISSIONER REQUESTS**



None.

**H     ADDENDA**

None.

**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.

**N     ADJOURNMENT**

Brad Hicks, County Attorney, said there is one executive session item to be discussed.

Motion by Commissioner Gruber, seconded by Commissioner Underwood, in accordance with Code of Alabama Section 36-25A-7, to adjourn into an executive session at 9:54 a.m. 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.

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 planned discussion complies with the reasons stated for the executive session.

The motion passed by the following vote:

**Aye:** 3 - Joe Davis III, Billie Jo Underwood, and Charles F. Gruber

**Nay:** 0

**Absent:** 1 - James E. Ball

**Abstain:** 0

Terri Graham, Development and Environmental Director, informed everyone regarding the final hurricane cleanup and debris pickup schedule.

The February 1, 2021, Baldwin County Commission Work Session meeting adjourned at 9:55 a.m.






# MID-YEAR REPORT

Where we've been  
and where we're going




# COMMITTEE ACTIVITIES

 Personnel

 Case Management

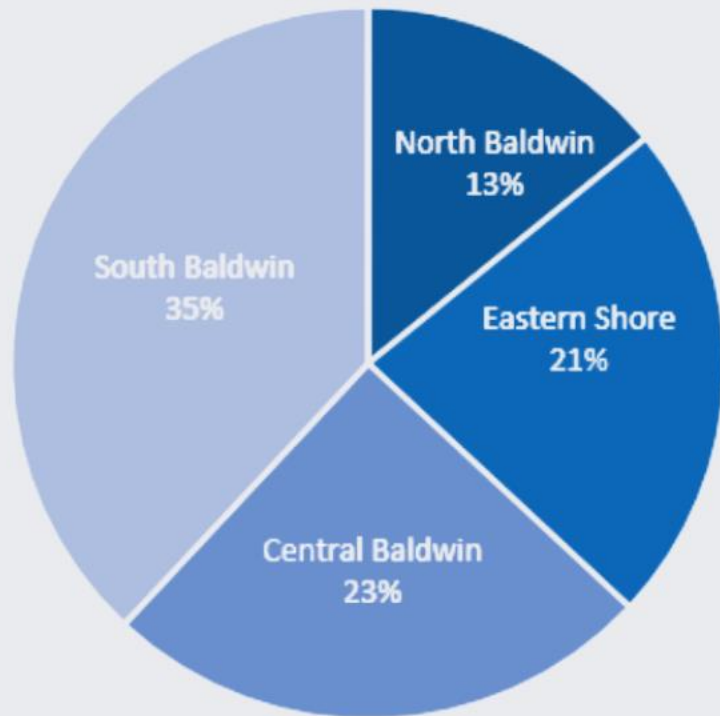
 Development

 Allocations

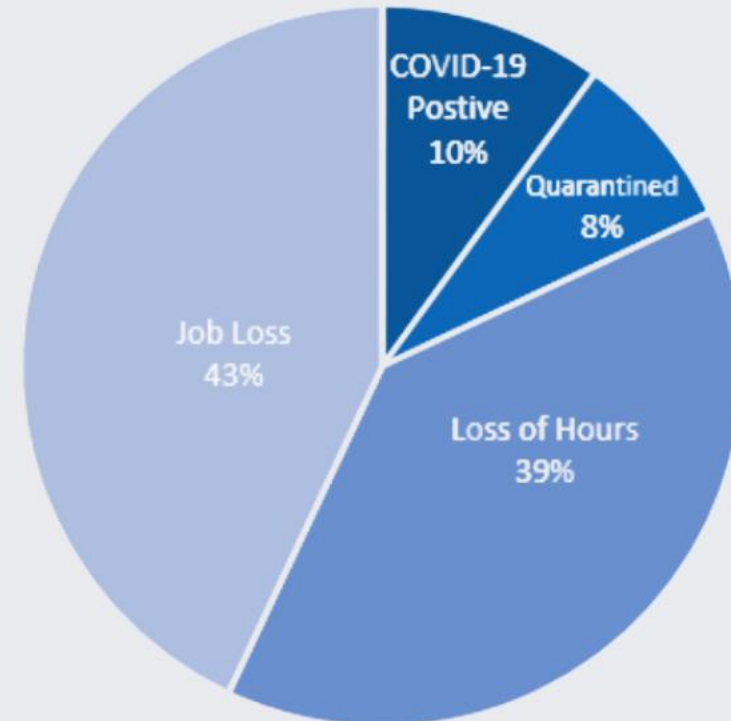
# OUTCOMES

\$47,000 in Assistance to 97 Baldwin County Households

Baldwin Together Service Area



COVID-19 Impact Type





# COLLABORATING FOR IMPACT

**Community Action Agency of South Alabama**

CARES LIHEAP

**Family Promise of Baldwin County**

CARES ESG

**CONCLUSIONS**



**QUESTIONS?**

