



Baldwin County Commission Work Session  
Meeting Minutes

Tuesday, June 1, 2021  
8:30 AM

Baldwin County Administration Building, County Commission Chambers  
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:**

Brian Peacock, CIS Director  
Cian Harrison, Clerk Treasurer  
Deidra Hanak, Personnel Director  
Joey Nunnally, County Engineer  
Wayne Dyess, County Administrator  
Eddie Harper, Building Official  
Anu Gary, Administrative Services Manager  
Barbara Pate, Commission Executive Assistant  
Sherry-Lea Bloodworth-Botop, Director of Public/Government Affairs  
Felisha Anderson, Director of Archives/Special Historic Project Coordinator  
Kelly Childress, Council on Aging Coordinator  
Ann Simpson, Administrative Support Specialist I  
Lisa Sangster, Chief Administrative Assistant  
Matthew Brown, Interim Planning Director  
Katrina Taylor, Grants Coordinator  
Wanda Gautney, Purchasing Director  
Sarah Hart Sislak, Metropolitan Planning Organization Coordinator

**Also present:**

Brad Hicks, County Attorney  
Teddy J. Faust Jr., Revenue Commissioner

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

**A ADOPTION OF MINUTES**

May 18, 2021, Regular Meeting

No discussion.

## **B ACTION ITEMS**

### **BA ADMINISTRATION**

- BA1** Corrections to Minutes of the Baldwin County Commission September 14, 2020, Emergency Special Meeting and the September 22, 2020, Regular Meeting **21-0900**

Moved to June 1, 2021, regular meeting, Consent.

- BA2** Naming and Signage for Recently Purchased Intracoastal Waterway (ICW) Boat Launch Property **21-0551**

Commissioner Underwood suggested shortening the name to "The Launch at ICW." The Commissioners confirmed with Brad Hicks, County Attorney, that the new name was a legal change to which Mr. Hicks agreed that there are no legal restrictions with the new name. The Commissioners agreed to change the name to "The Launch at ICW," as the official name of the boat launch.

Moved to June 1, 2021, regular meeting, Consent.

- BA3** E-911 Address Designation for Yupon Street Boat Launch and Fish Trap Boat Launch in the Elberta Area **21-0898**

Moved to June 1, 2021, regular meeting, Consent.

- BA4** Recommendations Related to COVID-19 Restrictions for Baldwin County Courthouses Located in Bay Minette and Fairhope **21-0921**

Moved to June 1, 2021, regular meeting, Consent.

- BA5** Revision of County Take Home Vehicle List - June 2021 **21-0917**

Moved to June 1, 2021, regular meeting, Consent.

- BA6** Sale of Vehicle on GovDeals.com by the Baldwin County Administration Department **21-0886**

Moved to June 1, 2021, regular meeting, Consent.

**BA7** Voting Administration - Agreement for the Use of the Boykin Center Building as a Voting Location for Voting Precinct No. 5 **21-0713**

Moved to June 1, 2021, regular meeting, Consent.

**BA8** Voting Administration - Agreement for the Use of New Life Assembly of God Church as a Voting Location for Voting Precinct No. 7 **21-0712**

Moved to June 1, 2021, regular meeting, Consent.

**BC ARCHIVES AND HISTORY**

**BC1** Baldwin County Historic Development Commission - Board Appointment(s) **21-0888**

Moved to June 1, 2021, regular meeting, Consent.

**BC2** Resolution #2021-079 - Appropriation from the Historic Parks Fund to the Fort Mims Restoration Association, Inc. for the Fort Mims Re-enactment and Living History Event August 28-29, 2021 **21-0902**

Moved to June 1, 2021, regular meeting, Consent.

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

**BD1** Baldwin Regional Area Transit System (BRATS) - Transportation for the Fort Mims Re-enactment and Living History Event 2021 **21-0878**

Moved to June 1, 2021, regular meeting, Consent.

**BD2** Extension of License Agreement with Cypress Spanish Fort III, LLC, for Spanish Fort Transit Hub **21-0874**

Moved to June 1, 2021, regular meeting, Consent.

**BE BUDGET/PURCHASING**

**BE1** Competitive Bid #WG19-43 - Provision of Pest Control Services for the Baldwin County Commission **21-0877**

Moved to June 1, 2021, regular meeting, Consent.

**BE2** Competitive Bid #WG21-21 - Pre-event Debris Removal and Disposal Services from the County Right-of-Ways within Unincorporated Baldwin County for the Baldwin County Commission **21-0897**

Moved to June 1, 2021, regular meeting, Consent.

**BE3** Competitive Bid #WG21-25 - Roof Repairs and Replacement of Various County Buildings due to Hurricane Damage for the Baldwin County Commission **21-0925**

Commissioner Gruber asked if this bid would take care of all the roofs that were damaged due to the hurricanes, to which Wanda Gautney, Purchasing Director, replied this will cover all the remaining roof repairs, with costs totaling approximately \$700,000.00.

Moved to June 1, 2021, regular meeting, Consent.

**BE4** Competitive Bid #WG21-27 - Labor and Incidental Materials for Roof Replacement and Maintenance to Various County Buildings for the Baldwin County Commission **21-0911**

Moved to June 1, 2021, regular meeting, Consent.

**BE5** Competitive Bid #WG21-32 - Provision of Bottled Water for the Baldwin County Commission **21-0867**

Moved to June 1, 2021, regular meeting, Consent.

**BE6** Competitive Bid #WG21-33 - Provision of Painting and Drywall Services for the Baldwin County Commission **21-0869**

Moved to June 1, 2021, regular meeting, Consent.

**BE7** Competitive Bid #WG21-34 - Provision of Hydraulic Mulches for the Baldwin County Commission **21-0873**

Moved to June 1, 2021, regular meeting, Consent.

**BE8** Competitive Bid #WG21-35 - Provision of Paint Striping Materials for the Baldwin County Commission **21-0872**

Moved to June 1, 2021, regular meeting, Consent.

**BE9** Final Design of the Office Renovations and Additions to the Baldwin County Solid Waste Collections Building Located in Summerdale, Alabama, for the Baldwin County Commission **21-0866**

Moved to June 1, 2021, regular meeting, Consent.

**BE10** Project No. BCP 0203120 (HW20031000) Construction of the Baldwin County Intracoastal Waterway (ICW) Boat Launch **21-0889**

Moved to June 1, 2021, regular meeting, Consent.

**BE11** Rental of Three (3) Copy Machines for the Baldwin County Judge of Probate Offices Located in Bay Minette, Alabama **21-0876**

Moved to June 1, 2021, regular meeting, Consent.

**BI COUNCIL ON AGING**

**BI1** Title III Older Americans Act Contract Proposal and Application for Fiscal Year 2022 **21-0868**

Moved to June 1, 2021, regular meeting, Consent.

**BJ ELECTED OFFICIALS**

**BJ1** Insolvents, Errors and Taxes in Litigation for 2020 **21-0805**

Moved to June 1, 2021, regular meeting, Consent.

**BL ENVIRONMENTAL MANAGEMENT**

**BL1** Magnolia Sanitary Landfill - National Pollutant Discharge Elimination System (NPDES) Permit Renewal **21-0891**

Wayne Dyess, County Administrator, noted that upon the recommendation of the Clerk Treasurer, this approval should include the approval of an interim check for the National Pollutant Discharge Elimination System Permit Renewal.

Moved to June 1, 2021, regular meeting, Consent.

## **BM    FINANCE AND ACCOUNTING**

### **BM1    Amendment of Emergency Rental Assistance Program Guidelines for Baldwin County                      21-0916**

Katrina Taylor, Grants Coordinator, and Sherry-Lea Bloodworth-Botop, Director of Public/Government Affairs, discussed proposed amendments to the guidelines of the Emergency Rental Assistance Program (ERAP) due to the lack of participation from the landlords in the program resulting in grant funds not being distributed.

Ms. Taylor suggested the following three amendments to the program guidelines previously approved by the Baldwin County Commission:

Amendment #1: Payments made directly to renters when landlords refuse to participate.

Amendment #2: Include utilities, late fees, relocation expenses, and reconnection fees.

Amendment #3: Revise program deadline to September 30, 2022; and application submission deadline to June 10, 2022.

Ms. Botop suggested some of the current restrictions to be removed; 842 applications have been received to date, but only two applications have been completed.

Cian Harrison, Clerk Treasurer, discussed the potential cost to the County to conduct the program and explained the overall operation expenses are \$300,000 and if the program does not give out \$3 million dollars, the County will be responsible for the operating costs.

The Commission discussed the importance of getting the funds where they are needed and lessen restrictions to the guidelines to help simplify the process. The Commissioners agreed to amend the ERAP guidelines as recommended by staff.

Moved to June 1, 2021, regular meeting, Consent.

### **BM2    Fund Allocation Application to the U.S. Department of the Treasury for Coronavirus State and Local Fiscal Recovery Funds                      21-0880**

Moved to June 1, 2021, regular meeting, Consent.

## **BN    HIGHWAY**

### **BN1    City of Loxley - Intergovernmental Service Agreement for Loxley Transit Shelter                      21-0912**

Sarah Hart Sislak, Metropolitan Planning Organization Coordinator, discussed the Intergovernmental Service Agreement between the Town of Loxley and the Baldwin County Commission for a Transit Shelter located in Loxley. The agreement outlines the roles of each party involved and the financial re-imbursements.

Moved to June 1, 2021, regular meeting, Consent.

## **BQ PERSONNEL**

Commissioner Davis asked what response the County has to open job positions, to which Deidra Hanak, Personnel Director, replied the applicant pool is not as vast as it has been in the past. A lot depends on the level of expertise; higher level positions have more applications.

**BQ1**      Animal Shelter - Personnel Changes      **21-0904**

Moved to June 1, 2021, regular meeting, Consent.direction

**BQ2**      Highway Department (Bay Minette) - Personnel Changes      **21-0905**

Moved to June 1, 2021, regular meeting, Consent.

**BQ3**      Revenue Commission - Position Changes      **21-0906**

Moved to June 1, 2021, regular meeting, Consent.

**BQ4**      Request for Leave of Absence - Baldwin Regional Area Transit System (BRATS)      **21-0910**

Moved to June 1, 2021, regular meeting, Consent.

**BQ5**      Request for Leave of Absence - Revenue Commission      **21-0907**

Moved to June 1, 2021, regular meeting, Consent.

## **BR PLANNING AND ZONING**

**BR1**      Baldwin County Commission Board of Adjustment Number 1 - Board Appointment(s)      **21-0899**

Matthew Brown, Interim Planning Director, discussed the Boards of Adjustments and their composure. Mr. Brown said in late December 2020, Planning District 19 was voted in and with this new district a new seat was created along with an alternate position. The recommended appointments will cover this district.

Moved to June 1, 2021, regular meeting, Consent.

## **C PRESENTATIONS**

## **CA GENERAL**

### **CA1 Baldwin County Historic Driving and Walking Tour App**

**21-0930**

Wayne Dyess, County Administrator, noted the Baldwin County Historic Driving and Walking Tour App will be discussed during the regular Commission meeting.

Commissioner Ball said he wanted to include every historic site in the county on the app, to which Mr. Dyess agreed. Adding all the historic places on the app is a priority for the County, but funding is limited.

Sherry-Lea Bloodworth-Botop, Director of Public/Government Affairs, handed out [Baldwin County Historic Tours App card with a QR code](#), which can be scanned to download the Historic Tours App for free.

Felisha Anderson, Director of Archives/Special Historic Project Coordinator, discussed a grant in the amount of \$20,000.00 from the Baldwin County Legislative Delegation to help with improvements of the amenities at Bicentennial Park and Live Oak Landing.

Moved to June 1, 2021, regular meeting, Presentations.

## **D PUBLIC HEARINGS**

### **DN HIGHWAY**

#### **DN1 Case No. VAC-21-3 - Vacation of an Unopened, Unimproved Right-of-way known as Pinewood Court South**

**21-0896**

Wayne Dyess, County Administrator, noted the applicant is present and asked if there were any questions to the applicant from the Commissioners. No questions were presented by the Commission.

Moved to June 1, 2021, regular meeting, Public Hearings

### **DR PLANNING AND ZONING**

#### **DR1 Case No. TA - 21001 - Amendment to the Baldwin County Zoning Ordinance to Add Planning District 19 Zoning Map and Local Provisions**

**21-0903**

Moved to June 1, 2021, regular meeting, Public Hearings.

## **E COMMITTEE REPORTS**

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

#### **EA1 Payment of Bills**

**21-0894**

No discussion.



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" **21-0901**

Wayne Dyess, County Administrator, discussed the request from Mr. Kenny Caperton, from On Set Cinema to use Byrnes Lake Landing for a movie screening event with overnight camping at Bicentennial Park. Mr. Dyess will bring the item back to a future meeting with an agreement from the requestor after discussing potential liability issues and compensation with the County Attorney.

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

- FA2** Request from the Stockton Community for a Community Garden on County-owned Property off Canaan Road in Stockton **21-0919**

Mr. Mitchell Nye and Mr. Charlie Ramsey, Executive Director of Gulf Coast RC&D, appeared before the Commission and discussed a request to use County-owned property off Canaan Road in Stockton to establish a community garden for the At-Ease Veteran Therapy Farming Project Program and the installation of a well which would provide irrigation to the garden.

The Commissioners asked Brad Hicks, County Attorney, if it was possible to use a portion of the property in this manner to which Mr. Hicks replied the property is currently being leased; therefore, the County will need to review the terms of the lease agreement or speak to the tenant.

Pastor Lesley Williams with the Vaughn SAIL Center appeared before the Commission to address internet issues at the SAIL Center.

Commissioner Ball discussed a grant through the CARES Act which would fund internet services that could reach areas in Stockton and other rural areas that are currently not being served.

Commissioner Davis noted this is not a unique situation and asked the CIS Department to add this area to the list of areas with internet issues.

Brian Peacock, CIS Director, discussed the internet providers in the area and suggested the Vaughn SAIL Center reach out to one them for a business solution.

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

## **FM FINANCE AND ACCOUNTING**

### **FM1 American Rescue Plan Act (ARPA) Eligible Uses of Funds**

**21-0923**

Sherry-Lea Bloodworth-Botop, Director of Public/Government Affairs, provided an update on the American Rescue Plan Act. The Baldwin County Commission has received U. S. Treasury funds for the purposes of decreasing the spread of COVID-19, bringing the pandemic under control, replace lost public sector revenue to strengthen support for vital public services and help retain jobs, support immediate economic stabilization for households and businesses and address public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations. Ms. Botop will provide an updated list of projects for the Commissioners to review at the Regular Commission Meeting.

Cian Harrison, Clerk Treasurer, reported the first allocation check of \$21M was received last week; the County will receive a total of \$43,360,588 for this program. Ms. Harrison asked the Commissioners to review the list of items and confirm it is the direction they want to move in.

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

## **FR PLANNING AND ZONING**

### **FR1 Draft Planning Jurisdiction Agreement with the Municipalities - Act No. 2021-297 (SB107)**

**21-0908**

Matthew Brown, Interim Planning Director, discussed the draft planning jurisdiction agreements with municipalities, listing four points of discussion on questions that need to be answered: Definition of Subdivision, Identifying the Planning Jurisdiction, Provide Exclusive Jurisdiction to One Entity, and Applications Prior to Agreement.

The Commissioners; Wayne Dyess, County Administrator; and Mr. Brown discussed the planning jurisdiction agreements, the role the County is going take, sections of SB107 not being clear and the need for clarification. Further discussion took place regarding the Bill, the Commission seeking an Attorney General's Opinion, concerns about obtaining an answer to the request in a timely manner and seeking advice from other resources. Mr. Brown asked if his staff could begin conversations with municipalities regarding the matter, to which the Commissioners agreed to move forward with the municipalities.

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

## **G COMMISSIONER REQUESTS**

## **H ADDENDA**

### **HA GENERAL**

#### **HA1 Correspondence to Baldwin County Municipalities - Senate Bill 107**

**21-0931**

Related to Extraterritorial Planning Jurisdictions

Wayne Dyess, County Administrator, stated this item was removed from the agenda, and will be brought back to a future meeting.

**I ADMINISTRATIVE REPORT**

None.

**J COUNTY ATTORNEY'S REPORT**

None.

**K PUBLIC COMMENTS**

None.

**L PRESS QUESTIONS**

None.

**M COMMISSIONER COMMENTS**

None.

**N ADJOURNMENT**

Motion by Commissioner Ball, seconded by Commissioner Underwood, to adjourn the June 1, 2021, 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", with a stylized flourish at the end.

# BALDWIN COUNTY HISTORIC TOURS APP



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