



Baldwin County Commission Work Session
Meeting Minutes

Monday, October 4, 2021
8:30 AM

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

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
Sherry-Lea Bloodworth Botoy, Director of Public and Government Affairs
Anu Gary, Administrative Services Manager
Jeannie Peerson, Commission Executive Assistant
Brian Peacock, CIS Director
Lisa Sangster, Administrative Support Specialist IV
Cian Harrison, Clerk Treasurer
Ron Cink, Budget Director
Katrina Taylor, Grants Coordinator
Matthew Brown, Planning Director
Deidra Hanak, Personnel Director
Joey Nunnally, County Engineer
Ashley Campbell, Natural Resource Officer
Eddie Harper, Building Official
Mindy Smith, Permit Administrator
Terri Graham, Development and Environmental Director
Ron Ballard, JDC Director

Staff present via teleconference:

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

Also present:

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

September 21, 2021, Regular Meeting
September 22, 2021, Special Meeting (BOE Tax Election)
September 28, 2021, Special Meeting (BOE Tax Election)

No discussion.

B ACTION ITEMS

BA ADMINISTRATION

BA1 Association of County Commissions of Alabama (ACCA) 2021-2022 **22-0035**
Legislative Committee Appointment

Wayne Dyess, County Administrator, discussed the appointment to the ACCA Legislative Committee.

Moved to October 5, 2021, regular meeting, Consent Agenda.

BA2 Baldwin County Animal Control Advisory Board - Board Appointment(s) **22-0005**

Moved to October 5, 2021, regular meeting, Consent Agenda.

BA3 Perdido Bay Water, Sewer and Fire Protection District - Board **22-0063**
Appointment(s)

Moved to October 5, 2021, regular meeting, Consent Agenda.

BA4 Sale of Baldwin County Coliseum Property to the City of Robertsedale, **22-0008**
Alabama

Moved to October 5, 2021, regular meeting, Consent Agenda.

BA5 Renewal of Intergovernmental Service Agreements with Municipalities for **22-0022**
the Use of County Voting Machines and the Services of the County Voting

Machine Custodian and Employees for Municipal Elections

Moved to October 5, 2021, regular meeting, Consent Agenda.

- BA6** Request to the Baldwin County Legislative Delegation Regarding Compensation and Minimum Qualifications Criteria for Baldwin County Coroner **22-0016**

Moved to October 5, 2021, regular meeting, Consent Agenda.

- BA7** Resolution #2022-001 – Appropriation from the Commission Discretionary Fund – Mobile Bay Area Veterans Day Commission, Inc. **22-0009**

Moved to October 5, 2021, regular meeting, Consent Agenda.

- BA8** Baldwin Regional Area Transit System Hub Property Located in Foley, Alabama - Termination of Lease Agreement, Acceptance of Property from City of Foley and Reciprocal Easement Agreement **22-0033**

Wayne Dyess, County Administrator, and the Commission discussed the terms of the Reciprocal Easement Agreement and the acceptance of the property from the City of Foley.

The Commissioners further discussed the Baldwin County Coliseum property in Robertsdale.

Moved to October 5, 2021, regular meeting, Consent Agenda.

BC ARCHIVES AND HISTORY

- BC1** Gulf Coast Resource Conservation and Development Council Grant Acceptance - Baldwin County Historic Driving and Walking Tour App (Phase III) **22-0056**

Moved to October 5, 2021, regular meeting, Consent Agenda.

- BC2** Request from Baldwin County High School – Cross Country Championships Event at Bicentennial Park **22-0021**

Moved to October 5, 2021, regular meeting, Consent Agenda.

BE BUDGET/PURCHASING

- BE1** Competitive Bid #WG20-51A - Provision of Roadside Litter Collection **22-0024**

Services from County Right-of-Ways within the Unincorporated Areas of Baldwin County, Alabama for the Baldwin County Commission

Moved to October 5, 2021, regular meeting, Consent Agenda.

- BE2** Purchase of Credit Card Processing Equipment and Merchant Services Agreement for the Laundry Machines located at Live Oak Landing RV Park **22-0017**

Moved to October 5, 2021, regular meeting, Consent Agenda.

- BE3** Request for Proposals (RFP) for Online Tax Sale Services for the Baldwin County Commission **22-0023**

Moved to October 5, 2021, regular meeting, Consent Agenda.

- BE4** Quote for the Purchase and Installation of a New 20,000-pound Boat Lift for the Marine Police Boat House Located at the Live Oak Landing Park for the Baldwin County Commission **22-0025**

Wayne Dyess, County Administrator, explained the request from the Marine Police and the need to have a boat lift at Live Oak Landing.

Wanda Gautney, Purchasing Director, and Ron Cink, Budget Director, discussed bid not being required unless the costs exceed \$15,000.00 and a budget amendment to cover the cost of the boat lift.

Moved to October 5, 2021, regular meeting, Consent Agenda.

- BE5** Competitive Bid #WG22-05 – Purchase of One (1) New 2021 Ford Expedition XLT 4X4 or Equivalent for the Baldwin County Commission **22-0074**

Moved to October 5, 2021, regular meeting, Consent Agenda.

BJ ELECTED OFFICIALS

- BJ1** Fiscal Year 2021-2022 Agreement for Community Traffic Safety Program Grant Participation **22-0027**

Moved to October 5, 2021, regular meeting, Consent Agenda.

BJ2 Request to Submit Alabama Department of Public Health (ADPH)
Detection and Mitigation of COVID-19 in Confinement Facilities Grant
Application

22-0055

Moved to October 5, 2021, regular meeting, Consent Agenda.

BM FINANCE AND ACCOUNTING

BM2 Association of County Commissions of Alabama (ACCA) Workers' Compensation Self Insurers' Fund – Continuance of Coverage

22-0032

The Commissioners, Ron Cink, Budget Director, and Deidra Hanak, Personnel Director, discussed the ACCA Workers' Compensation Self Insurers' Fund and the decrease in the modification rate being a direct reflection on the actions of the employees, the Commission and the County's management staff.

Chairman Davis asked Sherry-Lea Bloodworth Botop, Director of Public and Government Affairs, to share information with the public on the County's media outlets how the County Commission and its employees are working together to ensure the wise utilization of the resources available to the County.

Commissioner Gruber asked about the possibility of implementing safety awards, to which Ms. Hanak replied it is part of the Personnel Department's Strategic Plan.

Moved to October 5, 2021, regular meeting, Consent Agenda.

BN HIGHWAY

BN1 Acceptance of Real Property for Various Highway Department Projects

22-0039

Moved to October 5, 2021, regular meeting, Consent Agenda.

BN2 Case No. S-20033 – The Grove of Elberta (Re-Sub of Lot 1) – Road
Acceptance

22-0018

Moved to October 5, 2021, regular meeting, Consent Agenda.

BN3 Fiscal Year 2022 Resurfacing Projects – Group 1 – Request for Permission **22-0040**
To Advertise

22-0040

Joey Nunnally, County Engineer, discussed the list of roads included in the upcoming Fiscal Year Resurfacing Projects, which includes 231 miles of road to be paved, along with 156 miles

Moved to October 5, 2021, regular meeting, Consent Agenda.

Moved to October 5, 2021, regular meeting, Consent Agenda.

B01 Agreement with Baldwin County Board of Education Concerning Allocation **22-0062**
Of the Neglected and Delinquent Youth Fund

Moved to October 5, 2021, regular meeting, Consent Agenda.

BQ1 Animal Shelter - Employment of One (1) Animal Control Technician Position**22-0041**

BQ2 CIS Department - Employment of One (1) Systems Administrator Position **22-0043**

BQ3 Highway Department (Bay Minette) - Promotion of Employee **22-0042**

BQ4 Juvenile Detention Center – Employment of One (1) Detention Technician **22-0044**
Position

BQ5 Parks Department - Personnel Changes **22-0045**

Moved to October 5, 2021, regular meeting, Consent Agenda.

BQ6 Revenue Commission – Employment of One (1) Assessment Support Technician I Position **22-0046**

Moved to October 5, 2021, regular meeting, Consent Agenda.

BQ7 Personnel Department – MedOne, LC Pharmacy Benefit Administration Services Agreement **22-0049**

Deidra Hanak, Personnel Director, discussed the increase in health insurance premiums and prescription benefits. Ms. Hanak said after meeting with several companies to discuss the options, she feels MedOne will provide the best benefits and the most cost savings for the employees and the Commission.

Moved to October 5, 2021, regular meeting, Consent Agenda.

BR PLANNING AND ZONING

BR1 Support for Baldwin County Water Monitoring Network Restore Project Submittal **22-0060**

Brett Garr, Chairman of the Baldwin County Environmental Advisory Committee, provided an update on the Committee's actions since its re-organization, including dirt road projects and the reinstatement of the annual Environmental Awards.

Leslie Graham, member of the Environmental Advisory Committee, discussed the goals for the committee which include quality monitoring of ground water and using ADEM protocols to monitor surface water. Ms. Graham said the main project will be monitoring water quality on the Tensaw and Perdido Rivers and will encompass monitoring of approximately 10 sites over four years, education outreach campaigns regarding pathogens and maintaining septic systems. Ms. Graham said the Committee desires to show support for the Baldwin County Water Monitoring Network Restore Project Submittal, and the progress being made in the construction of a 100-acre facility to build a constructed wetland to treat the water along Bon Secour River.

The Commissioners discussed state boundaries and asked Ashley Campbell, Natural Resource Officer, for information regarding this in order to share it at an executive meeting

with the Mobile Bay National Estuary Program (MBNEP).

Ms. Campbell said she would be attending the meeting as proxy for the Commission.

Moved to October 5, 2021, regular meeting, Consent Agenda.

BR2 Planning Jurisdiction Agreement with the City of Orange Beach

22-0059

Mathew Brown, Planning Director, explained the Planning Jurisdiction Agreement with the City of Orange Beach governs the regulation of subdivisions outside the City's corporate limits but within the municipal planning jurisdiction. It is the same as others before and there are a few more coming for the Commission to approve.

Moved to October 5, 2021, regular meeting, Consent Agenda.

C PRESENTATIONS

CA GENERAL

CA1 Miss Alabama 2021, Lauren Bradford

22-0065

Moved to October 5, 2021, regular meeting, Presentations.

CA2 Proclamation - Domestic Violence Awareness Month - October 2021

22-0012

Moved to October 5, 2021, regular meeting, Presentations.

CA3 Proclamation - Archives Month - October 2021

22-0020

Moved to October 5, 2021, regular meeting, Presentations.

CA4 Proclamation - Customer Service Week - October 4-8, 2021

22-0026

Moved to October 5, 2021, regular meeting, Presentations.

D PUBLIC HEARINGS

None.

E COMMITTEE REPORTS

EA FINANCE/ADMINISTRATION DIVISION

EA1 Payment of Bills **22-0037**

No discussion.

EA2 Notification of Interim Payments Approved by Clerk/Treasurer as Allowed Under Policy 8.1 **22-0036**

No discussion

F DISCUSSION ITEMS

FA ADMINISTRATION

FA1 Commercial Lease Agreement with James A. Black and Elizabeth A. Black For Property in Loxley for the Baldwin County Library Cooperative **22-0038**

Wayne Dyess, County Administrator, discussed the property lease being considered for the Baldwin County Library Cooperative and the terms of the lease. Mr. Dyess discussed the changes that were made to the lease which the County Attorney will look over one more time.

Ron Cink, Budget Director, said the facility and its location benefits the citizens by providing the flexibility to be open on Saturdays and provide after-hours activities. Mr. Cink further discussed the possibility of using QR codes on County buildings which are linked to a database with building specific information which will provide information to the public, county employees, and first responders.

Moved to October 5, 2021, regular meeting, Consent Agenda.

FF BUILDING INSPECTION

FF1 Citizenserve Portal - New Tools Available for Citizens **22-0053**

Mr. Eddie Harper, Building Official, gave a presentation of the Citizenserve online portal and demonstrated how it can be accessed, including the information that is available to citizens, and the reports available to staff. Mr. Harper said due to the increase in the number of permits and inspections and the number of records requests his department receives, this is a much-needed tool for his staff to be able to provide better customer service to the citizens of Baldwin County.

It was decided Mr. Harper would give a presentation at the regular meeting regarding

Citizenserve online portal.

Moved to October 5, 2021, regular meeting, Consent Agenda.

G COMMISSIONER REQUESTS

None.

H ADDENDA

HA GENERAL

HA1 Amendment to Memorandum of Agreement Between the Alabama Department of Public Health and Baldwin County Commission **22-0079**

Moved to October 5, 2021, regular meeting, Consent Agenda.

HA2 Baldwin County Library Board - Board Appointment(s) **22-0085**

Moved to October 5, 2021, regular meeting, Consent Agenda.

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 James E. Ball, seconded by Commissioner Billie Joe Underwood, to adjourn the October 4, 2021, Baldwin County Commission Work Session at 10:06 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 "James E. Ball". The signature is stylized with a large initial "J" and a prominent "B".