Baldwin County Commission

Legislation Details (With Text)

File #:	19-0834	**Version:**	1
Type:	Addenda	**Status:**	Passed
File created:	2/27/2019	**In control:**	Baldwin County Commission Regular
On agenda:	3/6/2019	**Final action:**	3/6/2019
Title:	Appointed Contract Employees - County Administrator - Considerations Related to Employment Contract		
Indexes:			
Attachments:	1. Appointed Contract Form (2019) Wayne Dyess 20190306, 2. Exhibit A to the Appointed Contract Form (2019) Wayne Dyess 20190306		

Date	Ver.	Action By	Action	Result
3/6/2019	1	Baldwin County Commission Regular	Approved	Pass

Meeting Type: BCC Regular Meeting
Meeting Date: 3/6/2019
Item Status: Addendum
From: Ronald J. Cink, Budget Director
Submitted by: Anu Gary, Administration/Records Manager

ITEM TITLE
Appointed Contract Employees - County Administrator - Considerations Related to Employment Contract

STAFF RECOMMENDATION
Related to the Employment Contracts between the Baldwin County Commission and the Appointed Contract Employees, authorize and approve the execution of a new Employment Contract between the Baldwin County Commission and Wayne Dyess applicable to the position of County Administrator at an annual compensation of $120,000.00. This contract will be effective on April 1, 2019.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: According to local legislation applicable to Baldwin County, a certain and limited number of Baldwin County Commission administrative positions shall be appointed contract employees. Section 45-2-120.12 of the Code of Alabama (1975) reads, in part, as follows:

One appointed employee position may be filled by the judge of probate which position shall be designated chief clerk.

Two appointed employee positions may be filled by the revenue commissioner which positions shall

be designated chief clerk of collections and chief appraiser.

Three appointed employee positions may be filled by the sheriff which positions shall be designated chief deputy, chief jailer, and chief of the civil division.

The following shall be appointed contract employees: county administrator, emergency management director, juvenile detention director, personnel director, building official, clerk/treasurer, county engineer, development and environmental director, budget director, and communication and information systems director.

Each of the appointed contract employees shall be employed under contract with the commission. Each contract shall include at a minimum the following provisions:

1) A provision for termination and severance.

2) A job description for the position.

3) An annual written evaluation to be reviewed with the employee and retained by the commission in the employee's personnel file.

4) A provision that the contract will be nonbinding on the successor commission after each four-year election; however, the contracts must be cancelled or continued within 90 days of the successor commission taking office.

5) A provision that any appointed contract employee employed by the county commission may not be subject to any action to cancel or not to renew the contract or in any other manner dismiss or terminate the contract employee except by a three-fourths vote of the elected members of the county commission.

At this time, the County Commission shall consider the appointment of its appointed contract employee for the position of County Administrator.

FINANCIAL IMPACT

Total cost of recommendation: $120,000.00 annually plus benefits.

Budget line item(s) to be used: 51125.5113

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
Yes, previously approved contract template.

Reviewed/approved by: County Attorney

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: N/A

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Administration:

Ensure full execution of employment contracts as soon as approved.

Monica Taylor - Place on BCAP and Contracts Online and mark previous contracts inactive in BCAP, Cc: Keri Green.

Update Contract Employees List with contract approval dates and relevant info.

Additional instructions/notes: N/A