Baldwin County Commission

Legislation Text

File #: 20-0500, **Version:** 1

Meeting Type: BCC Work Session
Meeting Date: 1/14/2020
Item Status: New
From: Wayne Dyess, County Administrator
Submitted by: Anu Gary, Administrative Services Manager

ITEM TITLE
Absentee Election Duties Related to the 2020 Statewide General Election Cycle

STAFF RECOMMENDATION
Related to the 2020 Primary, Primary Run-off and General Election Cycle [March 3, 2020; March 31, 2020 (if necessary); and November 3, 2020], take the following actions:

1) Pursuant to Section 17-11-2 of the Code of Alabama (1975), recognize the performance at and designate the place/office where the Absentee Election Manager shall perform such public duties for the applicable absentee election time period recognized by state law during the 2020 Statewide Election Cycle, as follows:

> Place: Baldwin County (Main) Courthouse at the County Seat in Bay Minette
> Office: Office of Circuit Clerk of the 28th Judicial Circuit
> 8:00 AM - 4:30 PM (Monday - Friday)

2) Approve the request of the Absentee Election Manager, the Honorable Jody L. Wise, and authorize the execution of a Contract for Services with Evelina Hernandez for her services as Assistant to the Absentee Election Manager at a rate of compensation of $75.00 per day worked [as paid from Baldwin County Budget Line Item 51910.5150] for the applicable absentee election time period recognized by law during the 2020 Primary, Primary Run-off and General Election Cycle [March 3, 2020; March 31, 2020 (if necessary); and November 3, 2020]. The term of the Contract shall commence no earlier than 12:01 a.m. on January 8, 2020, and expire no later than November 10, 2020, unless sooner terminated as set forth in the Contract.

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: On January 6, 2020, an email request was received from Ms. Jody L. Wise, Circuit Clerk, for the Commission to contract Ms. Evelina Hernandez as her Absentee Election Manager Assistant for the 2020 Election Cycle.

At this time, staff brings the request of Ms. Wise for the Commission's consideration and approval.

STAFF NOTE: House Bill 227 was passed by the House on April 23, 2019 and by the Senate on May 30, 2019. This law changed the time periods during which the services are required by Absentee Election Manager and the Assistant to the Absentee Election Manager. The time period is now 55 days prior to the election date, the election day, and the seven-day period following the election; however, the total number of days worked may not exceed 46 days. This change in the law has extended the dates in the attached contract.

FINANCIAL IMPACT

Total cost of recommendation:

2020 Election Cycle

$6,900.00 +/- $150 per day worked not to exceed 46 days (Absentee Election Manager Compensation)

$3,450.00 +/- $75 per day worked not to exceed 46 days (Assistant)

Budget line item(s) to be used: 51910 Elections

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.

Reviewed/approved by: County Attorney will review and approve before formal Commission action.

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: Time-sensitive

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

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

Absentee Election Manager
Jody L. Wise (notify via email only)

Contract to Assistant (2 Original Contracts):
Evelina Hernandez
1411 Hand Avenue
Bay Minette, Alabama 36507

cc:
Violetta Smith (notify via email only)
Probate Judge Tim Russell (notify via email only)
Sheriff Huey Hoss Mack (notify via email only)

Additional instructions/notes: N/A