



Baldwin County Commission

Legislation Text

File #: 21-0900, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 6/1/2021

Item Status: New

From: Wayne Dyess, County Administrator; Anu Gary, Administrative Services Manager

Submitted by: Kristen M. Rawson, Assistant Administrative Services Manager

ITEM TITLE

Corrections to Minutes of the Baldwin County Commission September 14, 2020, Emergency Special Meeting and the September 22, 2020, Regular Meeting

STAFF RECOMMENDATION

Due to scrivener's errors in the minutes of the September 14, 2020, Emergency Special meeting and the September 22, 2020, Regular meeting of the Baldwin County Commission, related to Agenda Item EA1 - Payment of Bills, take the following actions:

- 1) Related to the September 14, 2020, BCC Emergency Special meeting, correct for the record the vote tally for the action on payment to Vendor #34, James E. Ball, in the amount of \$622.50, to reflect 3 "ayes" (Joe Davis III, Billie Jo Underwood, and Charles F. Gruber) and 1 "abstain" (James E. Ball).
- 2) Related to the September 22, 2020, BCC Regular meeting, correct for the record the action taken to pay bills to read as follows:

"Pay bills totaling \$14,313,159.17 (fourteen million, three hundred thirteen thousand, one hundred fifty-nine dollars and seventeen cents) with the exception of Vendor #34, which is listed in the Baldwin County Accounts Payable Payments - September 15, 2020, for a revised total of \$14,312,536.67.

Of this amount, \$9,743,470.25 (nine million, seven hundred forty-three thousand, four hundred seventy dollars and twenty-five cents) is payable to the Baldwin County Board of Education and \$575,121.55 (five hundred seventy-five thousand, one hundred twenty-one dollars and fifty-five cents) is payable to the Gulf Shores Board of Education for their portion of the County Sales and Use Tax."

- 3) Related to the September 22, 2020, BCC Regular meeting, correct for the record the action taken to pay Vendor #34, which was inadvertently omitted, to read as follows:

"Pay Vendor #34 in the amount of \$622.50.
Vendor #34: Ball, James E. - \$622.50"

BACKGROUND INFORMATION

Previous Commission action/date:

- September 14, 2020, BCC Emergency Special meeting
- September 22, 2020, BCC Regular meeting (postponed from September 15, 2020, due to Hurricane Sally)

Background: The Payment of Bills (Agenda Item EA1) for the September 15, 2020, Regular meeting was approved during the September 14, 2020, Emergency Special meeting to ensure timely payment to vendors before the landfall of Hurricane Sally.

The September 15, 2020, Regular meeting was postponed to September 22, 2020, at which meeting the action taken related to Agenda Item EA1 was confirmed, ratified and approved.

Staff recently discovered that due to a scrivener's error, the vote tally was incorrectly listed in the September 14, 2020, Emergency Special meeting minutes for the payment to Vendor #34, the action taken in the September 22, 2020, Regular meeting minutes incorrectly listed the amounts paid to the Baldwin County Board of Education and the Gulf Shores Board of Education, and the action related to the payment to Vendor #34 was omitted from the record.

The action recommended to the Commission at this time corrects the record to accurately reflect the actions taken by the Commission during the two meetings related to the payment of bills.

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: N/A

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: Brad Hicks, County Attorney (05/25/2021/kmr)

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: Commission Administration Staff

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Administration - Make corrections to the minutes for the September 14, 2020, Emergency Special meeting, and the September 22, 2020, Regular meeting.

Notate both minutes regarding revisions.

Additional instructions/notes: Re-save in permanent files, re-upload and publish, and update upload log.