



Baldwin County Commission

Legislation Text

File #: 21-1318, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 9/21/2021

Item Status: New

From: Wayne Dyess, County Administrator

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

ITEM TITLE

Appointed Contract Employees - Considerations Related to Employment Contracts

STAFF RECOMMENDATION

Related to the Employment Contracts between the Baldwin County Commission and the Appointed Contract Employees, take the following actions:

1) Budget Director - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Ronald J. Cink applicable to the position of Budget Director, which increases the annual compensation to \$126,967.50. This First Amendment will be effective on September 21, 2021.

2) Building Official - Considerations Related to Employment Contract

Authorize and approve the execution of the Second Amendment to Employment Contract between the Baldwin County Commission and Eddie D. Harper applicable to the position of Building Official, which increases the annual compensation to \$99,275.00. This First Amendment will be effective on September 21, 2021.

3) Clerk/Treasurer - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Adria Cian Harrison applicable to the position of Clerk/Treasurer, which increases the annual compensation to \$117,562.50. This First Amendment will be effective on September 21, 2021.

4) Communication and Information Systems Director - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Brian Peacock applicable to the position of Communication and Information Systems Director, which increases the annual compensation to \$130,625.00. This First Amendment will be effective on September 21, 2021.

5) County Administrator - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Wayne Dyess applicable to the position of County Administrator, which increases the annual compensation to \$130,625.00. This First Amendment will be effective on September 21, 2021.

6) County Engineer - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Joey D. Nunnally applicable to the position of County Engineer, which increases the annual compensation to \$170,000.00. This First Amendment will be effective on September 21, 2021.

7) Development and Environmental Director (Solid Waste) - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Terri Lynn Graham applicable to the position of Development and Environmental Director, which increases the annual compensation to \$125,000.00. This First Amendment will be effective on September 21, 2021.

8) Emergency Management Director - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Zachary M. Hood applicable to the position of Emergency Management Director, which increases the annual compensation to \$94,050.00. This First Amendment will be effective on September 21, 2021.

9) Juvenile Detention Director - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Ronald J. Ballard, Jr. applicable to the position of Juvenile Detention Director, which increases the annual compensation to \$94,050.00. This First Amendment will be effective on September 21, 2021.

10) Personnel Director - Considerations Related to Employment Contract

Authorize and approve the execution of the First Amendment to Employment Contract between the Baldwin County Commission and Deidra B. Hanak applicable to the position of Personnel Director, which increases the annual compensation to \$94,050.00. This First Amendment will be effective on September 21, 2021.

BACKGROUND INFORMATION

Previous Commission action/date: See below dates.

Background:

CONSIDERATIONS BEFORE THE BALDWIN COUNTY COMMISSION:

The proposed amendments to the employment contracts provide language to amend two (2) Articles of the original Employment Contract: Article VII - Compensation (This Article references the compensation applicable to the Appointed Contract Employee which is increased from the present compensation.) and Article IX - Termination (This Article references the severance pay applicable to the Appointed Contract Employee which is increased from the present severance.)

Any and all contract provisions may be revised, changed and determined by the Baldwin County Commission exclusively.

January 15, 2019: Approved Employment Contracts for the Budget Director, Communication and Information Systems Director, County Engineer, Development and Environmental Director, and Juvenile Detention Director.

March 6, 2019: Approved Employment Contracts for the County Administrator, Emergency Management Director, and Personnel Director.

September 20, 2019: Approved Employment Contract for the Clerk/Treasurer.

November 19, 2019: Approved the Employment Contract for the Building Official.

January 19, 2021: Approved the First Amendment to Employment Contract for the Building Official.

FINANCIAL IMPACT

Total cost of recommendation:

Dept/Line Item	Title	Current Annual Salary	Proposed Annual Salary	Increase Cost
51054100.51130	Dev & Environ Director	\$112,000.00	\$125,000.00	\$13,000.00
11153100.51330	County Engineer	\$154,000.00	\$170,000.00	\$16,000.00
10051962.51330	Personnel Director	\$90,000.00	\$94,050.00	\$4,050.00
10052300.51330	EMA Director	\$90,000.00	\$94,050.00	\$4,050.00
10552610.51330	JDC Director	\$90,000.00	\$94,050.00	\$4,050.00

10052710.51330	Building Official	\$95,000.00	\$99,275.00	\$4,275.00
10051700.51330	Clerk/Treasurer	\$112,500.00	\$117,562.50	\$5,062.50
10051725.51330	Budget Director	\$121,500.00	\$126,967.50	\$5,467.50
10051125.51330	County Administrator	\$125,000.00	\$130,625.00	\$5,625.00
10051965.51330	CIS Director	<u>\$125,000.00</u>	<u>\$130,625.00</u>	<u>\$5,625.00</u>
		\$1,115,000.00	\$1,182,205.00	\$67,205.00

Budget line item(s) to be used: See above.

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?
N/A

Reviewed/approved by: N/A

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; Personnel

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

1) Ensure full execution of employment contract as soon as approved. Coordinate with appointed employees to attend the 9/21/2021 meeting or sign prior to BCC approval.

2) Provide a copy of the fully executed contract to the employee via email, original contracts to Deidra Hanak, Personnel Director, copy kept in Admin. contract files with note re: where original is filed.

3) Upload contract to BCAP and Contracts Online. Add amendments to existing contracts and re-upload with a note regarding amendment approval date. Original terms do not change.

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

Additional instructions/notes: N/A