

ST. CLAIR COUNTY COMMISSION MEETING SEPTEMBER 27, 2016

The St. Clair County Commission met in regular session on September 27, 2016 in the County Commission Chambers of the St. Clair County Courthouse in Pell City, Alabama.

Members Present: Paul Manning, Chairman
Jeff Brown, Commissioner District One
Ken Crowe, Commissioner District Two
Tommy Bowers, Commissioner District Three
Jimmy Roberts, Commissioner District Four

Members Absent: None

Others Present: Laura Lawley, Deputy Administrator
Donna Wood, CFO
James E. Hill, County Attorney
Gary Hanner, St. Clair Times
Dan Dahlke, County Engineer
Wayne Johnson, Veterans Outreach
Charles Isbell
Harold Hoyle, Property Manager
Don Smith, EDC
Elizabeth Mealer, Revenue Commissioner

CALL TO ORDER

The Chairman declared a quorum present at 9:02 a.m. and called the meeting to order.

APPROVAL OF AGENDA

On a motion by Commissioner Bowers, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that the Agenda be approved as presented.

APPROVAL OF MINUTES

On a motion by Commissioner Roberts, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the minutes of the regular meeting on September 13, 2016 is approved as presented.

ENGINEER'S REPORT

The first item on the Engineer's report were informational items-updates on paving projects with ATRIP (Alabama Rehabilitation and Improvement Program). Good Hope Construction is working on Old Coal City Road and should be done with pavement at the end of this week. Striping and shoulders will start after. County Road 26 with McCartney Construction is starting the first binder layer. McCartney has finished an area on Old Coal City Road and will start striping once it cures out. Micro surface contractor still scheduled to be in next week.

The next item was to discuss Annual Bid recommendations. He recommended that Bid #6 for Petroleum Products be awarded to WH Thomas; Bid #11 for Uniform Rental to Unifirst Corporation; Bid #18 for Heavy Equipment Rental (divided up) to Warrior Tractor & Equipment AND Tractor & Tractor Equipment; Bid #21 for

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Rubber Tire Loader Rental to Cowin Equipment. On a motion by Commissioner Crowe, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the Annual Bids be awarded as follows: Bid #6 for Petroleum Products to WH Thomas; Bid #11 for Uniform Rental to Unifirst Corporation; Bid #18 for Heavy Equipment Rental (divided up) to Warrior Tractor & Equipment AND Tractor & Tractor Equipment; Bid #21 for Rubber Tire Loader Rental to Cowin Equipment. (Letters of recommendation to be made a part of these minutes as Attachment #1)

The last item was to discuss the bus trip on Friday September 30, 2016 to look at County Roads and projects.

DEPUTY ADMINISTRATOR'S REPORT

The first item on the Deputy Administrator's report was to discuss the request of Austin Nash for approval of a Temporary Full-Time position (no more than 65 days) to fill in for an employee on extended sick leave. On a motion by Commissioner Crowe, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the request of Austin Nash for approval of the Temporary Full-Time position (no more than 65 days) to fill in for an employee on extended sick leave is approved.

The next item was to discuss rescheduling Work Sessions of November 3, 2016 and November 17, 2016 to Wednesday, November 16, 2016 after the Organizational meeting in Ashville. No Commission meeting will be held on November 8, 2016 due to the Organizational meeting that must be held on November 16, 2016 according to Alabama Code 11-3-1e)). On a motion by Commissioner Brown, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that rescheduling Work Sessions of November 3, 2016 and November 17, 2016 to Wednesday, November 16, 2016 after the Organizational meeting in Ashville is approved. (Note: No Commission meeting will be held on November 8, 2016 due to the Organizational Meeting that must be held on November 16, 2016 according to Alabama Code 11-3-1e)).

The last item to discuss was the travel requests as discussed in the Work Session of September 22, 2016. On a motion by Commissioner Bowers, seconded by Commissioner Brown, with all voting ate, it was

RESOLVED, that the travel requests as discussed in the Work Session of September 22, 2016 are approved. (List to be made a part of these minutes as Attachment #2)

COUNTY ATTORNEY'S REPORT

The first item on the County Attorney's report was to discuss the approval of a contract with TSA for assistance with firewall installation and migration for the amount of \$3,200.00, to protect the County from cyber-attack and the server and software system. Mr. Hill has reviewed the contract, and asked for approval and

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authorization for the Chairman to sign. On a motion by Commissioner Bowers, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that the approval of a contract with TSA for assistance with firewall installation and migration for the amount of \$3,200.00 is approved. (Contract to be made a part of these minutes as Attachment #3)

The next item to discuss was an agreement with Pell City related to the Animal Shelter. It is a similar agreement the County passed last year, with additional funding and removing direct responsibility for labor costs. On a motion by Commissioner Brown, seconded by Commissioner Crowe, with all voting aye, it was

RESOLVED, that the agreement with Pell City related to the Animal Shelter with additional funding and removing direct responsibility for labor cost be approved. (Agreement to be made a part of these minutes as Attachment #4)

The last item to discuss is how we can serve our Veterans, specifically with regard to their transportation needs. We have Veterans in our Community and our County that struggle with being able to get from where they are to doctor's offices primarily. The County was donated a bus, and the donator asked that the County use this bus to help transport Veterans with medical health related needs. To do that the County needs to create a specific position and adopt a contract that would implement that request. Mr. Hill asked the Commission to create a Veterans Transit Program Position and to approve a contract between St. Clair County and Mr. Wayne Johnson to authorize his employment. It would be up to 10 hours a week on an as needed basis to be able to provide that service to our Veterans. Mr. Hill has contacted the insurance company and let them see the contract. They are comfortable with the contract and happy that this will satisfy any sort of coverage requirements while Mr. Johnson is driving the County bus. Mr. Johnson stated that to provide transportation to and from appointments he will have some procedures. He will provide transportation on set days that do not interfere with his regular job so he can carry out those duties. He thinks it will be a great benefit and knows there is a need because he hears it from the Veterans that come to the Veterans Service Officer. Most of the older Veterans do not have a ride to and from their appointments. The program will benefit our Veterans in the County. On a motion by Commissioner Bowers, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that the approval of the Veterans Transit Program Position and the approval of a contract between St. Clair County and Mr. Wayne Johnson be approved. (Job Description & Contract to be made a part of these minutes as Attachment #5)

OLD BUSINESS

None

NEW BUSINESS

The first item of New Business was to discuss approval of the FY17 Budget. CFO Donna Wood said upon approval by the County Commission the County is adopting a \$37.5 million dollar budget. Mrs. Wood said the County had a very

good budget this year that it has not seen in prior years due to increase in Revenue of our General Fund and decrease in expenditures. Those are always two great things to see when doing budget. We are anticipating sales tax revenue to be up 8-percent and it could possibly exceed more than that. The Revenue Commission office is anticipating a 5-percent increase in the ad valorem and that raised the revenue projections. There were some special projects completed in the budget. The County is back to regular pay periods which has also brought expenditures back down. Mrs. Wood stated she is very happy about this budget and it's one of the best ones she has seen in a while. Mrs. Wood said the County Commission addressed security. Security is a big issue. The County Commission has approved for renovation at the Pell City Courthouse to help secure and extend the front part of the building, at the same time taking care of the citizens. Mrs. Wood also stated that E911 software is another situation. The County needs to upgrade the recorder because it's a security issue. There are several building maintenance issues coming up; air conditioning at the Operations Center and the roof at the Administrative Building in Ashville. The Jail Department has been needing some personnel, so the County Commission chose in this budget to help with the situation in personnel. The County Engineer has worked very hard with the roads and will be going into Phase 3 on special projects and other road maintenance. Mrs. Wood stated that there were three special requests that were taken care of. The Veterans Program, Jeff State with the nursing program, and the Extension Office needed a bit of an increase to help cover some office supplies and copier situations. Mrs. Wood stated that there were a lot of things approached and feels this budget is one everyone can be proud of. County employees can be satisfied that the insurance will continue to be fully covered. With Obama Care it is causing more increases that the County Commission has had to face last year and in this new budget year. On a motion by Commissioner Roberts, seconded by Commissioner Crowe, with all voting aye, it was

RESOLVED, that the budget for Fiscal Year 2017 is approved.
(Budget Statement & Budget Revenues/Expenditures Report to be made a part of these minutes as Attachment #6 & #6A)

The next item to discuss is the approval of annual contracts with ESRI in the amount of \$28,600.00 annually (also \$2,500.00 for user licenses); Streaming Media Hosting in the amount of \$1,800.00 annually; Citrix Go-To Assist in the amount of \$1,980.00 annually; Apex Software in the amount of \$1,845.00 annually; Navigation Electronics maintenance in the amount of \$1,469.00 annually; and Premise Inc. in the amount of \$4,660.00 annually. On a motion by Commissioner Brown, seconded by Commissioner Crowe, with all voting aye it was,

RESOLVED, that the approval of annual contracts with ESRI in the amount of \$28,600.00 annually (also \$2,500.00 for user licenses); Streaming Media Hosting in the amount of \$1,800.00 annually; Citrix Go-To Assist in the amount of \$1,980.00 annually; Apex Software in the amount of \$1,845.00 annually; Navigation Electronics maintenance in the amount of \$1,469.00 annually; and Premise Inc. in the amount of \$4,660.00 annually is approved. (Contracts to be made a part of these minutes as Attachment #7)

The next item to discuss is renewing Bid #12 for Computer Paper with Cornerstone Media (formerly American Solutions for Business); Bid #13 for Law Enforcement

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Uniforms with McCain Uniforms; Bid #14 for Janitorial Products with Supplyworks; Bid #15 for Office Supplies with Observer Supply; and Bid #16 for Printing with Gilreath Printing. On a motion by Commissioner Bowers, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that renewing Bid #12 for Computer Paper with Cornerstone Media (formerly American Solutions for Business); Bid #13 for Law Enforcement Uniforms with McCain Uniforms; Bid #14 for Janitorial Products with Supplyworks; Bid #15 for Office Supplies with Observer Supply; and Bid #16 for Printing with Gilreath Printing is approved.

The next item to discuss is the request of Sheriff for approval of Permittum Sales Agreement to utilize debit or credit cards for payment of pistol permits where they can apply and pay online (subject to review by the County Attorney). On a motion by Commissioner Crowe, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the request of Sheriff for approval of Permittum Sales Agreement to utilize debit or credit cards for payment of pistol permits where they can apply and pay online is approved. (Agreement to be made a part of these minutes as Attachment #8)

The next item to discuss is the approval of the FY16 budget amendments. There were some change orders that came in on Phase One of the Administrative Building. Mrs. Wood stated the net amount of all three will be an increase of \$5,320.00. On a motion by Commissioner Roberts, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the approval of the FY16 budget amendments is approved. (Budget Amendments to be made a part of these minutes as Attachment #9)

The next item to discuss is the approval of an agreement with Election Systems & Software for hardware and software maintenance in the amount of \$10,657.50 (subject to review by the County Attorney). On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the approval of an agreement with Election Systems & Software for hardware and software maintenance in the amount of \$10,657.50 is approved. (Agreement to be made a part of these minutes as Attachment #10)

The next item to discuss is the agreement with the Alabama Cooperative Extension System to continue funding the Veterans Outreach Officer in the amount of \$35,000.00 annually. On a motion by Commissioner Crowe, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the agreement with the Alabama Cooperative Extension System to continue funding the Veterans Outreach Officer in the amount of \$35,000.00 annually is approved. (Agreement to be made a part of these minutes as Attachment #11)

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The next item to discuss is the approval of the contract in the amount of \$1,575.00 (per election) with Thomas Voting Machines, LLC for storage, maintenance, support, programming, delivery, set-up, and testing of voting machines. The contract also includes a fee of \$40.00 for each AutoMark Voter Assist Terminal (per election) and \$750.00 annually for storage of the AutoMark Terminals. On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the approval of the contract in the amount of \$1,575.00 (per election) with Thomas Voting Machines, LLC for storage, maintenance, support, programming, delivery, set-up, and testing of voting machines. The contract also includes a fee of \$40.00 for each AutoMark Voter Assist Terminal (per election) and \$750.00 annually for storage of the AutoMark Terminals is approved. (Contract to be made a part of these minutes as Attachment #12)

The last item for discussion was to approve the monthly bills. On a motion by Commissioner Roberts, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the monthly bills be approved for payment with the exception of those that are questioned by the Commission before the close of business today.

There being no further business, the meeting adjourned, subject to call, at 9:35a.m. on a motion by Commissioner Brown, seconded by Commissioner Roberts, with all voting aye.

Paul Manning, Chairman

Jeff Brown, Commissioner

Ken Crowe, Commissioner

Tommy Bowers, Commissioner

Jimmy Roberts, Commissioner

