

ST. CLAIR COUNTY COMMISSION MEETING FEBRUARY 14, 2017

The St. Clair County Commission met in regular session on February 14, 2017 in the County Commission Chambers of the St. Clair County Courthouse Annex #1 (Administrative Center) in Ashville, 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, Administrator  
Tina Morgan, Deputy Administrator  
Donna Wood, CFO  
Dan Dahlke, Engineer  
Gary Hanner, St. Clair Times  
Harold Hoyle, Property Manager  
James E. Hill, County Attorney  
Wayne Johnson, Veterans Outreach  
Daniel Clayton, St. Clair Shores Resident  
Elizabeth Mealer, Revenue Commissioner  
Billy Murray, Assistant Sheriff

**CALL TO ORDER**

The Chairman declared a quorum present at 9:25 a.m. and called the meeting to order.

**APPROVAL OF AGENDA**

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

RESOLVED, that the Agenda be approved as presented.

**APPROVAL OF MINUTES**

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

RESOLVED, that the minutes of the regular meeting on January 24, 2017, be approved with the exception of those that are questioned by any Commissioner before the close of business today.

**ENGINEER'S REPORT**

The first item of the Engineer's report was an informational item. He said the project with the Town of Ashville is just about completed. He said the only thing they have left to finish is the striping.

Then next item is an information item. He spoke of the realignment of Hazelwood Drive and said the consultant is evaluating the reports and once they finish evaluating the reports they will be sent into the State.

The next item was to discuss approving Resolution 2017-21 and Agreement with ALDOT for the corridor study on US 411. On a motion by Commissioner Crowe, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that Resolution 2017-21 and Agreement with ALDOT (Alabama Department of Transportation) for the corridor study on US 411 is approved. (Resolution and Agreement to be made a part of these minutes as Attachment #1 & 1A)

The next item was to discuss Canoe Creek Boat Launch. The Engineer stated that the contractor sent him a change order request in the amount \$89,172.00. County Attorney James Hill suggested that the Engineer let for bid the dredging portion of that change order with the stipulations that he can explore the option of doing that part of the project ourselves. The Engineer stated he wanted to clarify the dredging is \$75,900.00 in this request of change order. He said another part is the larger wiring for the lights for \$6,761.00 and he said they also had to do additional work to make a ramp a little longer in the amount of \$600.00. He requested to approve the two additional as well. On a motion by Commissioner Brown, seconded by Commissioner Crowe, with all voting aye, it was

RESOLVED, that the Engineer let for bid the dredging portion of the proposed Canoe Creek Boat Launch Change Order which was \$75,900.00 of the \$89,172.00 with the stipulations that he can explore the option of doing the dredging ourselves. The remainder of the change order which was the larger wiring for the lights for \$6,761.00 and additional work to make the ramp a little longer in the amount of \$600.00 is approved. (Change order to be made a part of these minutes as Attachment #2)

The next item was to discuss the request of the Engineer to modify the Chief Mechanics Job Description. The Engineer stated the job description requires five years' experience as a skilled mechanic with St. Clair County. He would like to modify that part of the job description to three years as a skilled mechanic with St. Clair County. On a motion by Commissioner Bowers, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that the request of the Engineer to modify the Chief Mechanics Job Description from five years to three years' experience as a skilled mechanic with St. Clair County is approved. (Job description to be made a part of these minutes as Attachment #3)

The next item was to discuss an Agreement with BJ Oil. The Engineer said BJ Oil LLC is requesting to put a sign on the County right-of-way located at County Road 54/Logan Martin Dam Road. The Engineer also stated the sign may need to be removed at some point in the future. The Agreement does state that BJ Oil LLC is solely responsible for ensuring the compliance with any and all Federal, State, and local laws concerning the erection of signage, maintenance thereof, and in any way relating to signage for businesses and compliance with laws relating to rights-of-way. On a motion by Commissioner Roberts, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the Agreement with BJ Oil LLC to put a sign on the County right-of-way at County Road 54/Logan Martin Dam Road is approved. (Agreement to be made a part of these minutes as Attachment #4)

## **ADMINISTRATOR'S REPORT**

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The first item of the Administrator's report was to discuss approval of invoices in the amount of \$643.65 to Home Depot for boarding and painting at old Hospital & General Fund budget amendment. (One-half the cost will be reimbursed by the City of Pell City). On a motion by Commissioner Bowers, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that the approval of the invoices in the amount of \$643.65 to Home Depot for boarding and painting at the old Hospital is approved. Further, that the General Fund budget be amended in this amount.

The next item was to discuss approval of an invoice in the amount of \$8,379.06 from Hendon, Huckestein Architects for proposed changes to Pell City Courthouse Lobby Expansion. (Includes budget amendment to the Public Building Road & Bridge Fund). On a motion by Commissioner Crowe, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the approval of an invoice in the amount of \$8,379.06 from Hendon, Huckestein Architects for proposed changes to Pell City Courthouse Lobby Expansion is approved. Further, that the Public Building Road & Bridge Fund budget be amended in this amount.

The next item was to discuss the request from St. Clair County Soil & Water Conservation District for funding to host Annual Water Festival scheduled for March 14, 2017. (Note: The Commission paid \$1,000.00 to Soil and Water for the water festival in the past. This will include a General Fund budget amendment.) On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the request from St. Clair County Soil & Water Conservation District for funding in the amount of \$1,000.00 to host Annual Water Festival scheduled for March 14, 2017 is approved. Further, that the General Fund budget be amended in this amount.

The next item to discuss was the travel requests. On a motion by Commissioner Crowe, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that the travel requests that were presented are approved. (List to be made a part of these minutes as Attachment #5)

The next item was to discuss the approval of FY18 estimated Public Transportation budget. On a motion by Commissioner Roberts, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the approval of FY18 estimated Public Transportation budget is approved. (Proposed estimated budget to be made a part of these minutes as Attachment #6)

### **COUNTY ATTORNEY'S REPORT**

The first item to discuss was promoting Rachel Bowling into the Sales Tax Coordinator's position; discuss promoting Susie Washburn into the Administrative Assistant's position; an updated job description for Deputy Administrator Tina Morgan to oversee and maintain responsibility of the County's Sales Tax Department; for Rena Brown to be promoted to Accounting and Procurement

Clerk and that her job description be updated which also changes her pay grade to 19; and for Sandra Wolfe to be promoted to HR Specialist and that her job description be updated which also changes her pay grade to 19. On a motion by Commissioner Bowers, seconded by Commissioner Crowe, with all voting aye except Commissioner Brown who abstained, it was

RESOLVED, that Rachel Bowling be promoted into the Sales Tax Coordinator's position; that Susie Washburn be promoted into the Administrative Assistant's position; that an updated job description for Deputy Administrator Tina Morgan to provide oversight and supervision over Sales Tax matters; that Rena Brown be promoted to Accounting and Procurement Clerk and that her job description be updated which also changes her pay grade to 19; and that Sandra Wolfe be promoted to HR Specialist and that her job description be updated which also changes her pay grade to 19 is approved. (Job descriptions that are changed/updated to be made a part of these minutes as Attachment #7, 7A, & 7B)

The next item was to discuss dissolving 2004 International Trade Family Liaison Program. On a motion by Commissioner Roberts, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that dissolving the 2004 International Trade Family Liaison Program is approved.

The next item was to discuss Resolution amending Section 509 "Emergency Closings" of County Personnel Handbook. On a motion by Commissioner Brown, seconded by Commissioner Crowe, with all voting aye, it was

RESOLVED, that Resolution 2017-23 amending Section 509 "Emergency Closings" of County Personnel Handbook is approved. (Resolution to be made a part of these minutes as Attachment #8)

The next item to discuss was an informational item. Mr. Hill said an E911 Board meeting will be scheduled for the next Commission meeting to discuss approving job description for Assistant E911 Director and discuss posting the position.

### **Wayne Johnson- Veterans Outreach**

Wayne Johnson with the Veterans Outreach presented a presentation giving a progress report on the Veterans Outreach program for the dates of November 2016-February 2017. Mr. Johnson presented pictures and mentioned various Veterans that the program has helped.

He said the program has helped with transportation to and from their doctor's appointments at the Veterans clinics in Birmingham, Childersburg, and Oxford. The bus that the County Commission donated has so far helped five wheelchair bound patients to and from their appointments. Mr. Johnson said there is lots of positive feedback and appreciation from the Veterans and they would like to thank the Commission for this service.

The program also helps with building ramps, home repairs, building homes, etc. They have partnered with Home Depot and Habitat for Humanity. Home Depot supplies the material for building the ramps etc. Habitat for Humanity provides the labor for building the ramps for disabled Veterans. He said they have also partnered with Eden Westside Baptist Church and the church has helped provide and put a roof on a Veterans home located in Pell City. He said they have helped three Veterans that were homeless find permanent housing. One homeless veteran

that has been living in his car will now be moving into an apartment tomorrow. He said there are so many good stories to share.

The Chairman and Commissioners thanked him for his time and service and said they appreciate everything that he does and the ones involved in the program and what they are doing for the Veterans.

#### OLD BUSINESS

There were no items of Old Business.

#### NEW BUSINESS

The first item of New Business was to discuss the request of Public Park and Recreation Board of St. Clair County for funds in the amount of \$7,945.00 to pay liability and property renewal premium to the ACCA (Association of County Commissions of Alabama) and their request for funds in the amount of \$92,220.42 for the purpose of paying Metro Bank Loan for the St. Clair County Arena. On a motion by Commissioner Crowe, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the request of Public Park and Recreation Board of St. Clair County for funds in the amount of \$7,945.00 to pay liability and property renewal premium to ACCA and their request for funds in the amount of \$92,220.42 for the purpose of paying Metro Bank Loan for the St. Clair County Arena is approved.

The next item was to discuss the request of Harold Hoyle for budget amendment in the amount of \$6,995.00 for air controllers to Fund 116 Capital Improvement Fund for Operations Center HVAC System and budget amendment in the amount of \$2,900.00 to Fund 116 Administrative building line item to help cover the overage on the HVAC project at Operations Center. On a motion by Commissioner Brown, seconded by Commissioner Crowe, with all voting aye, it was

RESOLVED, that the request of Harold Hoyle for budget amendment in the amount of \$6,995.00 for air controllers to Fund 116 Capital Improvement Fund for Operations Center HVAC System and budget amendment in the amount of \$2,900.00 to Fund 116 Administrative building line item to help cover the overage on the HVAC project at Operations Center is approved.

The next item was to discuss the request of FASE INV LLC for approval of a 050 Retail Beer (Off Premises Only) and a 070 Retail Table Wine (Off Premises Only) license for Richey's Grocery located at 10094 Hwy 231 South, Cropwell, AL 35054. Also, discuss request of FASE INV LLC for approval of a 011 Lounge Retail Liquor-Class II (Package) license for Richey's Package Store located at 10094 Hwy 231 South Ste A, Cropwell, AL 35054. On a motion by Commissioner Bowers, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that the request of FASE INV LLC for approval of a 050 Retail Beer (Off Premises Only) and a 070 Retail Table Wine (Off Premises Only) license for Richey's Grocery located at 10094 Hwy 231 South, Cropwell, AL 35054 is approved. Further, that the request of FASE INV LLC for approval of a 011 Lounge Retail Liquor-Class II (Package) license for Richey's Package Store located at 10094 Hwy 231 South Ste A, Cropwell, AL 35054 is approved.

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The next item was to discuss request of OMNARAYANA LLC for approval of a 050 Retail Beer (Off Premises Only) and a 070 Retail Table Wine (Off Premises Only) license transfer for The Country Store On Dam Road located at 1216 Logan Martin Dam Rd, Vincent, AL 35178. Also, discuss request of OMNARAYANA LLC for approval of a new 011 Lounge Retail Liquor-Class II (Package) for The Dam Package Store located at 1218 Logan Martin Dam Rd, Vincent, AL 35178. On a motion by Commissioner Roberts, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the request of OMNARAYANA LLC for approval of a 050 Retail Beer (Off Premises Only) and a 070 Retail Table Wine (Off Premises Only) license transfer for The Country Store On Dam Road located at 1216 Logan Martin Dam Rd, Vincent, AL 35178. Also, discuss request of OMNARAYANA LLC for approval of a new 011 Lounge Retail Liquor-Class II (Package) for The Dam Package Store located at 1218 Logan Martin Dam Rd, Vincent, AL 35178 be tabled for two weeks per policy.

The next item was to discuss Resolution 2017-19 proclaiming April 2017 as National County Government Month. On a motion by Commissioner Brown, seconded by Commissioner Crowe, with all voting aye, it was

RESOLVED, that Resolution 2017-19 proclaiming April 2017 as National County Government Month is approved. (Resolution to be made a part of these minutes as Attachment #9)

The next item was to discuss the request of Janet Smith for approval of FY17 Certifications and Assurances for Federal Transit Administration Assistance. On a motion by Commissioner Roberts, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the request of Janet Smith for approval of FY17 Certifications and Assurances for Federal Transit Administration Assistance is approved. (List to be made a part of these minutes as Attachment #10)

The next item was to discuss appointing Judge Alan Furr to the St. Clair County Airport Authority to fill the expired term of Greg Turley and appointing Wayne Johnson to the New London Water Authority upon the expiration of J. Robert (Bobby) Jones' term. On a motion by Commissioner Crowe, seconded by Commissioner Roberts, with all voting aye, it was

RESOLVED, that Judge Alan Furr be appointed to the St. Clair County Airport Authority to fill the expired term of Greg Turley and that Wayne Johnson be appointed to the New London Water Authority upon the expiration of J. Robert (Bobby) Jones' term. Judge Alan Furr's term will expire January 10, 2023 and Wayne Johnson's term will expire March 1, 2023.

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

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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 approximately 10:11 a.m. on a motion by Commissioner Roberts, seconded by Commissioner Bowers, with all voting aye.

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Paul Manning, Chairman

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Jeff Brown, Commissioner

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Ken Crowe, Commissioner

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Tommy Bowers, Commissioner

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Jimmy Roberts, Commissioner