

ST. CLAIR COUNTY COMMISSION MEETING MAY 25, 2021

The St. Clair County Commission met in regular session on May 25, 2021 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
Ricky Parker, Commissioner District Two
Tommy Bowers, Commissioner District Three
Bob Mize, Commissioner District Four

Members Absent:

Others Present: Tina Morgan, Administrator
Dan Dahlke, Engineer
Clay Phillips, Assistant Engineer
Blake Gallaher, Assistant Engineer
Blake Phillips, Assistant Engineer
Ken Crow, Revenue Commissioner
Tony Rich, Revenue
Janet Smith, Public Transportation Director
Janet Peoples, Assistant Public Trans. Director
Gary Hanner, License Inspector
James E. Hill, III, County Attorney
Janet Smith, Public Transportation Director
Patrice Kurzejeski, EMA Director
Lynn Crow, Maintenance Supervisor
John Myers, IT
Brain Schaeffers, EMA
Doyle Stevens, Road Dept.
Judge Bill Weathington
Josie Howell, St. Clair Times

PUBLIC HEARING TO DISCUSS 5311 PUBLIC TRANSPORTATION GRANT & CARES ACT GRANT FUNDS-Janet Smith

Chairman Paul Manning opened the Public Hearing at 9:03am. and turned the Public Hearing over to Janet Smith, Public Transportation Director. Mrs. Smith stated the St. Clair County Public Transportation together with the St. Clair County Commission is reapplying for its annual 5311 Regular Grant with the CARES Act Grant to the Alabama Department of Transportation. This for the upcoming Fiscal year 2022. These grants help fund transportation to all residents of St. Clair County, although they are two separate budgets, they will be submitted in one application this year. The section 5311 Regular grant will fund eighty percent administration, with the County matching twenty percent. The CARES Act grant will fund one-hundred percent operations the same as FY2021. There will be no capital expenses for FY2022. The JARC Grant is going away for FY2022 because the 5316 program, Federal funds are depleted. There was no opposition and there being no public comment.

There being no public comments and no further business, the meeting adjourned, subject to call, at approximately 9:12 a.m. on a motion by Commissioner Mize, seconded by Commissioner Bowers, with all voting aye.

CALL TO ORDER of REGULAR MEETING

The Chairman declared a quorum present at 9:13am and called the meeting to order.

APPROVAL OF AGENDA

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

RESOLVED, that the minutes of the regular meeting on May 6, 2021, are approved.

ENGINEER'S REPORT

The first item of the Engineer's report was an update on crews and projects.

The next item was to discuss approval of the recommendation of County Engineer, Dan Dahlke, to hire Dalton Walker, Roy Kay, Justin Colley & Howard Smith into the vacant Seasonal Road Worker I Positions and to hire the remainder of the vacant Seasonal Road Worker I positions as applications and interviews are complete. On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the recommendation of County Engineer, Dan Dahlke, to hire Dalton Walker, Roy Kay, Justin Colley & Howard Smith into the vacant Seasonal Road Worker I Positions and to hire the remainder of the vacant Seasonal Road Worker I positions as applications and interviews are complete. (Letter to be made a part of these minutes as Attachment #1)

The next item was to discuss the approval to ratify a letter to Petroleum Traders regarding covering of extra cost of 2.9 percent involved in hauling fuel. Note: The amount is less than 10 percent of the county's bid amount. On a motion by Commissioner Mize, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that ratifying a letter to Petroleum Traders regarding covering of extra cost of 2.9 percent involved in hauling fuel is approved. Note: The amount is less than 10 percent of the county's bid amount. (Letter to be made a part of these minutes as Attachment #2)

The next item was to discuss approval of the recommendation of County Engineer, Dan Dahlke, to award PWB (Public Works Bid) #2020-36 for repairs on a culvert on Pleasant Valley Road to Goodgame, Co., the lowest responsible bidder. On a motion by Commissioner Bowers, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the recommendation of County Engineer, Dan Dahlke, to award PWB #2020-36 for repairs on a culvert on Pleasant

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Valley Road to Goodgame, Co., the lowest responsible bidder is approved.

The next item was to discuss approval of a change order for installation of a septic system for restrooms at the Canoe Creek Boat Launch, pending County Attorney, James Hill's review of an Attorney General opinion & approval to let bid for the work, if bidding out this work is necessary. Note: The work was ultimately let for bid. On a motion by Commissioner Mize, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the change order for installation of septic system for restrooms at the Canoe Creek Boat Launch, pending County Attorney, James Hill's review of an Attorney General opinion & approval to let bid for the work, if bidding out this work is necessary is approved. (Change order to be made a part of these minutes as Attachment #3)

The next item was to discuss approval to let bid the project for improvements to the Kelly Creek Road and I-20 Interchange. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that bidding out the project for improvements to the Kelly Creek Rd and I-20 Interchange is approved.

ADMINISTRATOR'S REPORT

The first item of the Administrator's report was to discuss approval of the travel requests as submitted in the work session. On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the travel requests as submitted in the work session are approved. (List to be made a part of these minutes as Attachment #4)

COUNTY ATTORNEY'S REPORT

There were no items on the County Attorney's report.

OLD BUSINESS

There were no items of Old Business.

NEW BUSINESS

The first item of New Business was to discuss approval of a quote from TSA in the amount of \$1,764.00 to replace a UPS for the server rack located at the Pell City Courthouse. This will require a budget amendment. On a motion by Commissioner Mize, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that a quote from TSA in the amount of \$1,764.00 to replace a UPS for the server rack located at the Pell City Courthouse, which will require a budget amendment is approved.

The next item was to discuss promoting Michelle Williams into the vacant Accountant position & revising the job description effective next pay period. On a motion by Commissioner Brown, seconded by Commissioner Parker, with all voting aye, it was

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RESOLVED, that promoting Michelle Williams into the vacant Accountant position & revising the job description effective next pay period is approved.

The next item was to discuss approval to post & hire a full-time Advanced Clerk/Payroll Assistant at a paygrade thirteen (13). On a motion by Commissioner Mize, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, to post & hire a full-time Advanced Clerk/Payroll Assistant at a paygrade thirteen (13) is approved.

The next item was to discuss approval to authorize Chairman Paul Manning to execute and submit the Financial Assistant Agreement and Title VI Assurance for the Coronavirus State and Local Fiscal Recovery Funds. On a motion by Commissioner Brown, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that authorizing Chairman Paul Manning to execute and submit the Financial Assistant Agreement and Title VI Assurance for the Coronavirus State and Local Fiscal Recovery Funds is approved. (Agreement to be made a part of these minutes as Attachment #5)

The next item was to discuss approval of the request of Revenue Commissioner, Ken Crowe, to enter a Scope of Work Agreement with Ingenuity & to approve the Amended Master Agreement. Pending County Attorney's review. The Commission finds these to be professional service agreements contemplating the development, installation, and training on customized software for the Revenue department. Annual maintenance in the amount of \$55,700.00 (Reappraisal \$44,560.00, General Fund. \$11,140.00). The converting cost \$222,800.00 out of Reappraisal Fund. Both will be budgeted in FY2022. On a motion by Commissioner Mize, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the request of Revenue Commissioner, Ken Crowe, to enter a Scope of Work Agreement with Ingenuity & to approve the Amended Master Agreement, pending County Attorney's review is approved. Annual maintenance in the amount of \$55,700.00 (Reappraisal \$44,560.00, General Fund. \$11,140.00). The converting cost \$222,800.00 out of Reappraisal Fund. Both will be budgeted in FY2022 is approved. Note: The Commission finds these to be professional service agreements contemplating the development, installation, and training on customized software for the Revenue department. (Agreement to be made a part of these minutes as Attachment #6)

The next item was to discuss approval of the FY2020 Insolvents, Errors, and Taxes in Litigation and uncollected insolvents and taxes in litigation for previous years. On a motion by Commissioner Bowers, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the FY2020 Insolvents, Errors, and Taxes in Litigation and uncollected insolvents and taxes in litigation for previous years is approved. (List to be made a part of these minutes as Attachment #7)

The next item was to discuss approval of the request of Central Dispatch employee, Desirae Cash, for approval of Declaration of Emergency Sick Leave.

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

RESOLVED, that the request of Central Dispatch employee, Desirae Cash, for approval of Declaration of Emergency Sick Leave is approved.

The next item was to discuss approval of the request of EMA Director, Patrice Kurzejeski, to let bid for the purchase of a Mobile vehicular video surveillance system. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the request of EMA Director, Patrice Kurzejeski, to let bid for the purchase of a Mobile vehicular video surveillance system is approved.

The next item was to discuss approval to ratify a Letter of Support for the Alabama Department of Youth Services FY2021 Diversion Grant. On a motion by Commissioner Mize, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that ratifying a Letter of Support for the Alabama Department of Youth Services FY2021 Diversion Grant is approved. (Letter to be made a part of these minutes as Attachment #8)

The next item was to discuss approval to ratify Microsoft Enterprise update Licensing and agreement. On a motion by Commissioner Bowers, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that ratifying a Microsoft Enterprise update Licensing and agreement is approved. (Agreement to be made a part of these minutes as Attachment #9)

The next item was to discuss approval of the recommendation of Maintenance Supervisor, Lynn Crow, to award the bid for Lawn Service to Lasley's Lawn Service, lowest responsible bidder. On a motion by Commissioner Mize, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the recommendation of Maintenance Supervisor, Lynn Crow, to award the bid for Lawn Service to Lasley's Lawn Service, lowest responsible bidder is approved.

The next item was to discuss adopting Resolution 2021-39 approving the County's updated Hazard Mitigation Plan. On a motion by Commissioner Brown, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that adopting Resolution 2021-39 approving the County's updated Hazard Mitigation Plan is approved. (Resolution to be made a part of these minutes as Attachment #10)

The next item was to discuss approval of the request of EMA Director, Patrice Kurzejeski, to renew the yearly maintenance agreement for a Kyocera copier (2553cii) in the amount of \$290.00. On a motion by Commissioner Bowers, seconded by Commissioner Parker, with all voting aye, it was

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RESOLVED, that approval of the request of EMA Director, Patrice Kurzejeski, to renew the yearly maintenance agreement for a Kyocera copier (2553cii) in the amount of \$290.00 is approved. (Agreement to be made a part of these minutes as Attachment #11)

The next item was to discuss approval to let bid on a Chiller at the Pell City Courthouse. On a motion by Commissioner Mize, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that that the request to let bid on a Chiller at the Pell City Courthouse is approved.

The next item was to discuss approval for Maintenance Supervisor, Lynn Crow, to purchase six (6) fans for the Ashville Jail in the amount of \$5,000.00. On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that Maintenance Supervisor, Lynn Crow, to purchase six (6) fans for the Ashville Jail in the amount of \$5,000.00 is approved.

There were no items of Old Business.

BOARD APPOINTMENTS- None

Informational item to be recorded in the minutes: Nicklaus Lee resigned from the contract COVID/Safety Position. Mr. Lee was hired by Sheriff Murray to work in the jail.

The next item for discussion was to approve payment of the monthly bills. On a motion by Commissioner Brown, seconded by Commissioner Parker, 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 approximately 9:33a.m. on a motion by Commissioner Mize, seconded by Commissioner Bowers, with all voting aye.

{SIGNATURE PAGE TO FOLLOW}

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Paul Manning, Chairman

Jeff Brown, Commissioner

Ricky Parker, Commissioner

Tommy Bowers, Commissioner

Bob Mize, Commissioner