

MORGAN COUNTY COMMISSION MEETING

The Morgan County Commission of Morgan County, Alabama, convened in a rescheduled meeting on Tuesday, January 14, 2025, at 9:00 a.m. in the Conference Room of the Commission in the Morgan County Commission Office, Morgan County Courthouse, Decatur, Alabama. The following members were present: Chairman Ray Long; Commissioners Jeff Clark, Randy Vest, Matthew Frost, and Greg Abercrombie. Also present: David Langston, County Attorney; Greg Bodley, County Engineer; Julie Reeves, Chief Administrative Officer; Jessica Smith, Deputy Chief Administrative Officer; Mike Wetzel, Communications Director; and Laura Vest, Business Services Coordinator. Absent: None. Mrs. Reeves, Mrs. Smith, and Mrs. Vest acted as clerks of the Meeting. Mr. Clark offered the prayer and Pledge of Allegiance. Mrs. Reeves called roll and stated that a quorum was present. Chairman Long declared the Meeting open for the transaction of business.

VISITORS

Jeff Chunn, Morgan County Coroner

AGENDA

The Agenda for the meeting of Tuesday, January 14, 2025, had been presented to the Commission for review.

After due consideration, it is therefore ordered by the Commission on motion of Mr. Greg Abercrombie, seconded by Mr. Matthew Frost, and unanimously carried that there being no further additions or corrections to the above listed agenda; it is hereby approved.

MINUTES

The Minutes of the meeting held on Thursday, December 19, 2024, had been presented via email to the Commission for review.

After due consideration, it is therefore ordered by the Commission on motion of Mr. Randy Vest, seconded by Mr. Jeff Clark, and unanimously carried that there being no further additions or corrections to the above referenced Minutes; they are hereby approved.

OLD BUSINESS:

ADOPT RESOLUTION AMENDING THE FY25 MORGAN COUNTY REBUILD TRANSPORTATION PLAN AS PREVIOUSLY SUBMITTED BY GREG BODLEY, COUNTY ENGINEER, DURING MEETING OF AUGUST 27, 2024.

Mr. Jeff Clark, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Matthew Frost, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-127

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby amend the FY25 Morgan County Rebuild Transportation Plan as previously submitted by Greg Bodley, County Engineer, during meeting of August 27, 2024, this the 14th day of January 2025.



FY 2025 County Transportation Plan

Morgan County



Date Approved by the Morgan County Commission: August 27, 2024

Date Amended by the Morgan County Commission: January 14, 2025

Map Index	Project No.	Road Name/Number	Begin				End				Project Details		Total Project Estimated Cost	Estimated Amount Planned To Be Utilized Under Competitive Bid	Estimated Amount Planned To Be Utilized Under Public Works	County Rebuild Alabama Funds or Federal Aid Exchange Funds (List fund type separately for projects involving both CRAFs and FAEFs)	CRAF Amount	FAEF Amount	
			Lat.	Long.	Lat.	Long.	Road Improvement Project	Bridge Improvement Project	Project Length (miles)	Description of Work									
												*Estimated Beginning Balance						\$770,765.31	\$1,383,465.17
												Estimated Annual Revenue						\$1,840,000.00	\$400,000.00
1	MCP2025-RA-01	Trinity Lane	34 6048	-87 0348	34 6052	-87 0684	X		1.90	Resurf. Resurface & Stripe from Midline to west to Right	\$250,000.00		\$250,000.00	CRAF	\$250,000.00				
2	MCP2025-RA-02	22nd Ave SW	34 6045	-87 0152	34 6100	-87 0143	X		0.40	Resurf. & Stripe	\$35,000.00		\$35,000.00	CRAF	\$35,000.00				
3	MCP2025-RA-03	Kitty Bridge Rd	34 4534	-87 0858	34 5115	-87 0775	X		4.20	Resurf. & Stripe from Daniels Rd to Kitty Bridge	\$460,000.00		\$460,000.00	CRAF	\$460,000.00				
4	MCP2025-RA-04	Holmes Rd	34 3218	-86 7614	34 3221	-86 7831	X		1.40	Resurf. & Stripe from HWY 35 to SE Maddox Rd	\$140,000.00		\$140,000.00	CRAF	\$140,000.00				
5	MCP2025-RA-05	Hay 55 E	34 3324	-86 7589	34 3068	-86 7256	X		1.40	Micro Surface Seal Coat in select areas from East south to county line	\$80,000.00		\$80,000.00	CRAF	\$80,000.00				
6	MCP2025-RA-06	Armstrong Rd	34 3117	-86 7450	34 3069	-86 7387	X		0.30	Resurf. & Stripe from OZ Davis Rd to Cullman County line	\$30,000.00		\$30,000.00	CRAF	\$30,000.00				
7	MCP2025-RA-07	Bethel Church Rd	34 3054	-86 7000	34 3239	-86 6760	X		2.10	Resurf. & Stripe From Parkwood Rd to Gum Pond Rd	\$210,000.00		\$210,000.00	CRAF	\$210,000.00				
8	MCP2025-RA-08	Cotaco Florette Rd	34 4158	-86 7043	34 4740	-86 6951	X		4.20	Resurf. & Stripe	\$460,000.00		\$460,000.00	CRAF	\$460,000.00				
9	MCP2025-RA-09	Project Match	34 5725	-87 0684	34 5704	-87 0642	X	X	0.30	Box Culvert & road relocate West Morgan Road @ Bakers Creek	\$700,000.00		\$700,000.00	FAEF	\$700,000.00				
10	MCP2025-RA-10	Old Moulton Rd	34 5163	-87 1069	34 5271	-87 0849	X		1.50	Resurf. & Stripe Old Moulton Rd from Co. line to Kitty Br. Rd	\$175,000.00		\$175,000.00	CRAF	\$175,000.00				
Totals/Range Totals			Total Miles Addressed by CTP (Total Mileage Does Not Include Bridge Projects)						17.70	Total CTP Estimated Costs	\$2,540,000.00	\$0.00	\$2,540,000.00	Total CRAF/FAEF Remaining Estimated	\$770,765.31	\$1,083,465.17			

Note: Any amendments to the CTP shall follow the same guidelines and procedures as the original approval process.

Remarks: Reduced MI-1, defined MI-9 and added MI-10. MI-9 amount takes requested outside funding into account. Amount needed may increase.

CTP Plan Form Revision 6/06/2019



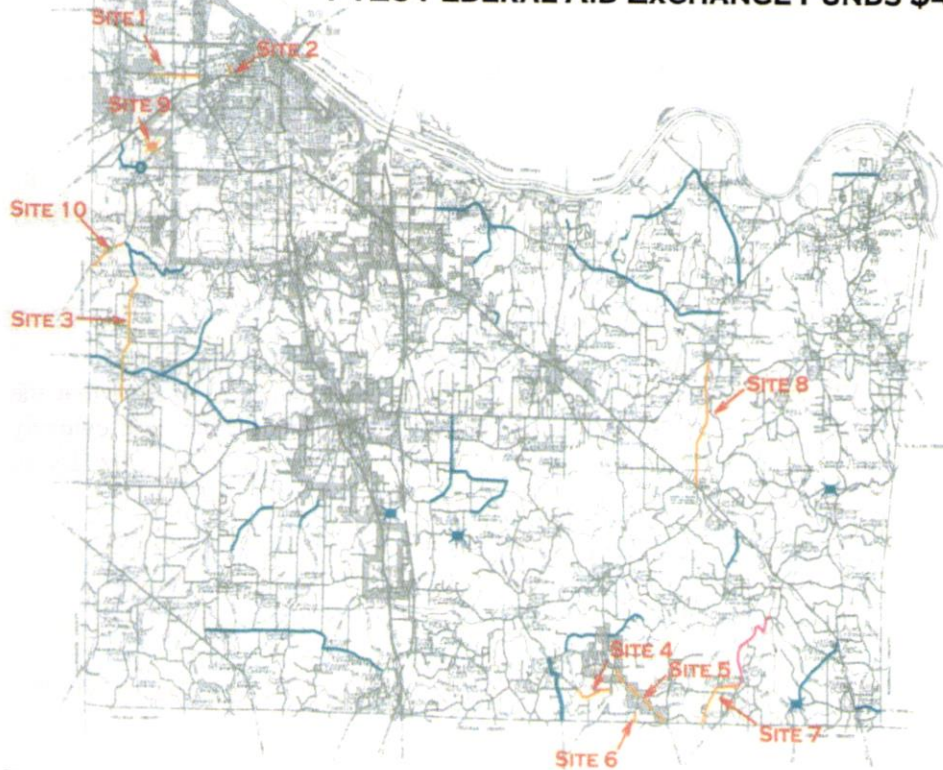
MORGAN COUNTY COMMISSION

REBUILD ALABAMA

TRANSPORTATION PLAN FY2025



ESTIMATED FY25 REBUILD ALABAMA FUNDS \$1,840,000
 FY25 FEDERAL AID EXCHANGE FUNDS \$400,000



AMENDED JANUARY 14, 2025

Map Index	Project No.	Road Name/Number	Project Length (miles)	Description of Work	Total Project Estimated Cost	Fund Source
1	MCP2025-RA-01	Trinity Lane	1.90	Resurf. Resurface & Stripe from Midline to west to Right	\$250,000.00	CRAF
2	MCP2025-RA-02	22nd Ave SW	0.40	Resurf. & Stripe	\$35,000.00	CRAF
3	MCP2025-RA-03	Kitty Bridge Rd	4.20	Resurf. & Stripe from Daniels Rd to Kitty Bridge	\$460,000.00	CRAF
4	MCP2025-RA-04	Holmes Rd	1.40	Resurf. & Stripe from HWY 35 to SE Maddox Rd	\$140,000.00	CRAF
5	MCP2025-RA-05	Hay 55 E	1.40	Micro Surface Seal Coat in select areas from East south to county line	\$80,000.00	CRAF
6	MCP2025-RA-06	Armstrong Rd	0.30	Resurf. & Stripe from OZ Davis Rd to Cullman County line	\$30,000.00	CRAF
7	MCP2025-RA-07	Bethel Church Rd	2.10	Resurf. & Stripe From Parkwood Rd to Gum Pond Rd	\$210,000.00	CRAF
8	MCP2025-RA-08	Cotaco Florette Rd	4.20	Resurf. & Stripe	\$460,000.00	CRAF
9	MCP2025-RA-09	Project Match	0.30	Box Culvert & road relocate West Morgan Road @ Bakers Creek	\$700,000.00	FAEF
10	MCP2025-RA-10	Old Moulton Rd	1.50	Resurf. & Stripe Old Moulton Rd from Co. line to Kitty Br. Rd	\$175,000.00	CRAF
Total					\$2,540,000.00	

Legend:
 - Current RA Projects (orange)
 - RA Projects to be Reauthorized (red)
 - Past RA Projects (blue)

NEW BUSINESS:

ADOPT RESOLUTION APPROVING THE FY24 MORGAN COUNTY REBUILD ALABAMA ANNUAL REPORT AS PRESENTED BY GREG BODLEY, COUNTY ENGINEER.

Mr. Greg Abercrombie, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Randy Vest, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-128

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve the FY24 Morgan County Rebuild Alabama Annual Report as presented by Greg Bodley, County Engineer, this the 14th day of January 2025.



FY 2024 Morgan County Rebuild Alabama Annual Report
Morgan County



Date Approved by the Morgan County Commission: January 14, 2025

Date Amended by the Morgan County Commission: None

Item	Project No.	Road Name/Number	Begin		End		Road Improvement Project	Bridge Improvement Project	Project Length (miles)	Description of Work	Amount of Rebuild Alabama Funding Expended in Current Fiscal Year	Method in Which Rebuild Funds were Utilized			Percent Complete	Original CTP Plan or No	County Rebuild Alabama Funds or Federal Aid Exchange Funds (Set fund type separately for projects involving both CRAFA and FAEP)	CRAFA Amount	FAEP Amount			
			Lat.	Long.	Lat.	Long.						Amount Expended Utilizing Competitive Bid Contracts	Amount Expended Utilizing Public Works Contracts	Amount Expended exempt from Competitive and/or Public Works Contracts								
Estimated Disposing Balance																	\$1,275,540.01	\$1,114,969.02				
Estimated Annual Revenue																					\$1,862,869.12	\$489,000.00
1	MC2024-AA-01	Hudson Rd	34 5616	87 0346	34 5721	87 0875	X		1.50	Resurface & Strip from Lane 20 to 45, Hwy 24	\$85,362.96		\$85,362.96	CRAFA	100.0%	Yes	CRAFA	\$85,362.96				
2	MC2024-AA-02	Mud Tavern Road	34 5243	87 0812	34 5108	87 0847			2.80	Resurface & Strip	\$267,809.23		\$267,809.23	CRAFA	100.0%	No	CRAFA	\$267,809.23				
3	MC2024-AA-03	Yale Bridge Rd	34 5271	87 0840	34 5118	87 0776			1.20	Resurface & Strip from Old Weather Rd to Bridge	\$77,277.99		\$77,277.99	CRAFA	100.0%	Yes	CRAFA	\$77,277.99				
4	MC2024-AA-04	Donelle Road	34 4634	87 0907	34 4641	87 0263	X		2.82	Resurface & Strip from former 40 yards to bridge	\$486,458.93		\$486,458.93	CRAFA	100.0%	Yes	CRAFA	\$486,458.93				
5	MC2024-AA-05	West Laxon Rd	34 3487	87 0386	34 3358	86 9922	X		0.30	Line widening and paving	\$415,504.60		\$415,504.60	CRAFA	100.0%	Yes	CRAFA	\$415,504.60				
6	MC2024-AA-06	Rock Creek Rd	34 3738	86 6947	34 3660	86 6771	X		1.70	Resurface & Strip from Cheeks Creek Rd to Hwy 67	\$213,506.00		\$213,506.00	CRAFA	100.0%	Yes	CRAFA	\$213,506.00				
7	MC2024-AA-07	Fields Road	34 5596	86 6125	34 5603	86 5810	X		1.80	Widen, Resurface & Strip from Pole Road to Hwy 201	\$266,737.98		\$266,737.98	CRAFA	100.0%	Yes	CRAFA	\$266,737.98				
8	MC2024-AA-08	Project Match	34 5724	87 0681	34 5104	87 0642	X	X		Project Match - Federal/State Funds	\$0.00		\$0.00	FAEP	0.0%	Yes	FAEP	\$0.00				
	MC2023-AA-06	Frost Road	34 3473	86 7642	34 3636	86 7860	X		3.70	Resurface & Strip from Co Hwy 85 to 1.7 miles east of Hwy 85	\$92,463.31		\$92,463.31	CRAFA	100.0%	Yes (FY21-23)	CRAFA	\$92,463.31				
	MC2023-AA-09		34 3473	86 7642	34 3636	86 7860	X		1.70	Resurface & Strip from Co Hwy 85 extended 1.7 miles												
	MC2023-AA-05		34 3363	86 7969	34 3474	86 7716	X		1.62	Resurface & Strip from Co Hwy 85 E to Polk Rd												
10	MC2023-AA-09	Project Match	34 5724	87 0681	34 5104	87 0642	X	X		Project Match - Federal/State Funds	\$0.00		\$0.00	FAEP	0.0%	Yes	FAEP	\$0.00				
11	MC2021-AA-09	Cedar Creek Rd	34 4618	86 9674	34 4625	86 9674	X		0.95	Bridge Replacement and approach	\$215,791.11		\$215,791.11	FAEP	100.0%	Yes (2021)	FAEP	\$215,791.11				
12	MC2020-AA-04	Queen Road	34 3278	86 6759	34 3055	86 6546	X		0.80	Resurface & Strip from Suther Church Road to end of bridge	\$64,861.90		\$64,861.90	CRAFA	100.0%	Yes (2022)	CRAFA	\$64,861.90				
13	MC2021-AA-09	Yale Hwy Road	34 3651	86 9638	34 3631	86 9627	X		0.95	Bridge Replacement and approach	\$84,167.26		\$84,167.26	FAEP	100.0%	Yes	FAEP	\$84,167.26				
14																			\$0.00			
Total/Grand Totals:																						
Total Miles Addressed by CTP (Total Mileage Does Not Include Bridge Projects)											14.82	Total CTP Estimated Costs	\$2,519,476.67	\$0.00	\$2,519,476.67	Total CRAFA/FAEP Remaining Estimated	\$0.00	Total CRAFA/FAEP Remaining	\$770,795.31	\$1,383,465.17		

Note: Any amendments to the CTP shall follow the same guidelines and procedures as the original approval process.

Remarks: NOTE: The remaining funds scheduled to be used in FY25: MR-13 Connection Credit to Hill Key Road Project / MR-8 & M10 Reserved for Project Match - West Morgan Road which is scheduled to be bid in April. Some FY25 CTP projects were started and paid after adoption and before end of FY24 - Those projects will be reported in FY25 report.

CTP Page 6/20/25

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO REQUEST AND SELECT QUOTES FOR REPLACEMENT OF HEATING AND COOLING CONTROLLERS AND VALVES IN THE ARCHIVES BUILDING.

Mr. Jeff Clark, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Matthew Frost, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-129

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to request and select quotes for replacement of heating and cooling controllers and valves in the Archives building, this the 14th day of January 2025.

ADOPT RESOLUTION ELECTING GREG ABERCROMBIE, DISTRICT 4 COMMISSIONER, CHAIRMAN PRO TEM DURING 2025, IN COMPLIANCE WITH ACT NO. 129 OF THE 1939 ALABAMA LEGISLATURE AND ROTATION ESTABLISHED BY RESOLUTION OF JANUARY 2004.

Mr. Randy Vest, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Matthew Frost, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-130

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby elect Greg Abercrombie, District 4 Commissioner, Chairman pro tem during 2025, in compliance with Act No. 129 of the 1939 Alabama Legislature and rotation established by Resolution of January 2004, this the 14th day of January 2025.

ADOPT RESOLUTION APPROVING A MILEAGE REIMBURSEMENT RATE OF .70 CENTS PER MILE APPLICABLE FOR EMPLOYEES WHO TRAVEL IN PRIVATELY OWNED VEHICLES ON OFFICIAL BUSINESS, IN ACCORDANCE WITH RATES ESTABLISHED BY THE STATE OF ALABAMA DEPARTMENT OF FINANCE.

Mr. Greg Abercrombie, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Jeff Clark, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-131

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve a mileage reimbursement rate of .70 cents per mile applicable for employees who travel in privately owned vehicles on official business, in accordance with rates established by the State of Alabama Department of Finance, this the 14th day of January 2025.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO EXECUTE THE CONTRACT FOR SERVICES UNDER TITLE III OF THE OLDER AMERICAN ACT OF 1965 WITH NORTH CENTRAL ALABAMA REGIONAL COUNCIL OF GOVERNMENTS (NARCOG) AREA AGENCY ON AGING TO PROVIDE SUPPORTIVE AND NUTRITIONAL SERVICES, EFFECTIVE OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025.

Mr. Matthew Frost, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Randy Vest, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-132

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to execute the Contract for Services Under Title III of the Older American Act of 1965 with North Central Alabama Regional Council of Governments (NARCOG) Area Agency on Aging to provide supportive and nutritional services, effective October 1, 2024 through September 30, 2025, this the 14th day of January 2025.

ADOPT A RESOLUTION AUTHORIZING THE COMMISSION, ON BEHALF OF THE MORGAN COUNTY CORONER, TO ACCEPT QUOTE FROM REDBEARD SOLUTIONS (DBA DECATUR ELECTRONICS COMMUNICATIONS, LLC) IN THE AMOUNT OF \$4,190.53 FOR UPGRADED RADIO SYSTEM AS PART OF AN ENCRYPTED RADIO SYSTEM UPGRADE WITH E-911, SHERIFF'S OFFICE, AND DECATUR POLICE DEPARTMENT, AND AMEND BUDGET ACCORDINGLY.

Mr. Greg Abercrombie, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Randy Vest, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-133

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Commission, on behalf of the Morgan County Coroner, to accept quote from Redbeard Solutions (dba Decatur Electronics Communications, LLC) in the amount of \$4,190.53 for upgraded radio system as part of an encrypted radio system upgrade with E-911, Sheriff's Office, and Decatur Police Department, and amend budget accordingly, this the 14th day of January 2025.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN, AS REQUESTED BY JONATHAN WARNER, EMA DIRECTOR, TO RENEW SUBSCRIPTION AGREEMENT WITH READYOP COMMUNICATIONS, INC., FOR INCIDENT REPORTING AND INVENTORY RECORDKEEPING AT AN ANNUAL COST OF \$8,000 FOR ONE (1) ADDITIONAL YEAR BEGINNING FEBRUARY 1, 2025 THROUGH JANUARY 31, 2026.

Mr. Jeff Clark, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Randy Vest, it was put to a vote unanimously adopted to wit:

RESOLUTION 25-134

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman, as requested by Jonathan Warner, EMA Director, to renew subscription agreement with ReadyOp Communications, Inc., for incident reporting and inventory recordkeeping at an annual cost of \$8,000 for one (1) additional year beginning February 1, 2025 through January 31, 2026, this the 14th day of January 2025.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN, ON BEHALF OF DARREN TUCKER, MORGAN COUNTY DIRECTOR OF ANIMAL CONTROL, TO ACCEPT AWARD FROM ALABAMA'S MOUNTAINS, RIVERS & VALLEYS RC & D COUNCIL FOR PROCEDURE ROOM AT THE MORGAN COUNTY ANIMAL SERVICES FACILITY IN THE AMOUNT OF \$10,000.

Mr. Greg Abercrombie, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Matthew Frost, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-135

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman, on behalf of Darren Tucker, Morgan County Director of Animal Control, to accept award from Alabama's Mountains, Rivers & Valleys RC & D Council for procedure room at the Morgan County Animal Services facility in the amount of \$10,000, this the 14th day of January 2025.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN, ON BEHALF OF TOM CAMP, MAINTENANCE DIRECTOR, TO ACCEPT QUOTE FROM APLUMBER FOR INSTALLATION OF ISOLATION VALVES FOR COURTHOUSE WATER SYSTEM IN THE AMOUNT OF \$52,000.

Mr. Randy Vest, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Jeff Clark, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-136

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman, on behalf of Tom Camp, Maintenance Director, to accept quote from APlumber for installation of isolation valves for Courthouse water system in the amount of \$52,000, this the 14th day of January 2025.

ADOPT RESOLUTION APPROVING CERTIFICATE TO SUBDIVIDE PROPERTY LOCATED WITHIN MORGAN COUNTY FOR THE FOLLOWING:

- **DAVID BARNES, JR.
HWY 55 E, DISTRICT 3**

Mr. Matthew Frost, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Greg Abercrombie, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-137

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve Certificate to Subdivide property located within Morgan County for the following:

- David Barnes, Jr.
Hwy 55 E, District 3

this the 14th day of January 2025.

ADOPT RESOLUTION AUTHORIZING THE APPROPRIATE ELECTED OFFICIAL/DEPARTMENT HEAD TO FILL THE FOLLOWING POSITIONS:

- **GROUNDSKEEPER, GRADE B03 (\$19.11-\$24.59) – PARKS & RECREATION**
- **PERSONAL PROPERTY APPRAISER II, GRADE A04 (\$20.63-\$26.55) - REVENUE**
- **ENVIRONMENTAL EQUIPMENT OPERATOR, GRADE B05 (\$22.49-\$28.94) – ENVIRONMENTAL**

Mr. Jeff Clark, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Randy Vest, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-138

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the appropriate elected official/department head to fill the following positions, this the 14th day of January 2025:

- Groundskeeper, Grade B03 (\$19.11-\$24.59) – Parks & Recreation
- Personal Property Appraiser II, Grade A04 (\$20.63-\$26.55) - Revenue
- Environmental Equipment Operator, Grade B05 (\$22.49-\$28.94) – Environmental

ADOPT RESOLUTION APPROVING THE JOB DESCRIPTION FOR CLASS CODE 1907, BRIDGE INSPECTOR – SUPERVISOR, GRADE E02, EFFECTIVE JANUARY 14, 2025.

Mr. Greg Abercrombie, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Matthew Frost, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-139

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve the job description for Class Code 1907, Bridge Inspector – Supervisor, Grade E02, effective January 14, 2025, this the 14th day of January 2025.

Classification Title:

**Bridge Inspector – Supervisor
Class Code 1907**

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform technical, professional, supervisory, and administrative work functions associated with county engineering inspection functions. The position is a merit position that reports directly to the County Engineer.

ESSENTIAL FUNCTIONS

The position reports to the County Engineer and performs any Department task as assigned by the County Engineer. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Position is responsible for operating and maintaining the County’s bridge inspection program to ensure compliance with ALDOT/FHWA requirements.

- Supervises, directs and evaluates assigned staff, processing employee concerns and problems.
- Interprets and enforces applicable laws, regulations and policies (e.g., road/bridge weight regulations, etc.).
- Assists in overseeing work involving the location, design, construction and maintenance of county roads, bridges and drainage systems and other county construction projects.
- Coordinates computer system activities; administers, programs, operates and maintains departmental computer system components as needed to comply with various inspection programs.
- Coordinates availability of labor, materials and equipment needed for county inspection projects.
- Inspects county roads and bridges for appropriate weight limitations; establishes legal/allowable weights on roads and bridges; post weight limits.
- Performs field work to obtain data for roads, bridges, centerlines, cross-sections, and other county projects.
- Administers/performs testing for quality control and quality assurance.
- Performs research functions as needed; gathers, collates and maintains information and statistics for use in planning departmental projects and activities.
- Reviews/interprets maps, plats, site plans, blueprints, and construction plans.
- Prepares and/or generates routine correspondence, letters, memoranda, forms, reports, and other documents.
- Receives various documentation; reviews, processes, responds, forwards, maintains, and/or takes other action as appropriate.
- Acts as a liaison between the County and State in matters pertaining to the Engineering Department inspection works.
- Attends meetings as required.
- Answers the telephone; provides information, guidance and assistance; takes and relays messages and/or directs calls to appropriate personnel; returns calls as necessary.
- Responds to routine requests for information or assistance from employees, officials, the general public, or other individuals.
- Uses knowledge of various software programs to operate a computer in an effective and efficient manner.
- Maintains a comprehensive, current knowledge and awareness of applicable laws/regulations; reads professional literature; maintains professional affiliations; attends workshops and training sessions as appropriate.

ADDITIONAL FUNCTIONS

May perform various manual work functions associated with construction, maintenance and repair of county roads, bridges, drainage systems and other county projects.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Post Secondary Degree and a minimum of 7 years of experience with the Alabama Department of Transportation bridge inspection program. Must have at least 2 years of experience as a supervisor or crew leader. Must possess any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Must possess and maintain the following:

- Must meet the requirements as required by the Alabama Department of Transportation and FHWA for certification as a Bridge Inspector
- Alabama Department of Transportation Bridge Inspector ACBI certification
- Class A CDL
- Training in Fracture Critical Bridge Inspection

MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL JOB FUNCTIONS

PHYSICAL REQUIREMENTS: Must be able to operate a variety of equipment including a computer, printer, plotter, typewriter, facsimile machine, copy machine, calculator, telephone, GPS, level, drafting equipment, testing equipment, and construction tools. Physical demand requirements are at levels of those for heavy work.

DATA COMPREHENSION: Requires the ability to compare and or judge the readily observable functional, structural, or compositional characteristics (whether similar to or divergent from obvious

standards) of data, people, or things which may include maps, plats, site plans, blueprints, architectural drawings, construction plans, procedural manuals, operational manuals, and reference manuals.

INTERPERSONAL COMMUNICATION: Requires the ability to speak with and/or signal people to convey or exchange administrative, financial, legal, technical, civil engineering-related, construction-related, and computer-related information, including giving assignments and/or directions to co-workers or assistants as well as communicating with officials and the general public.

LANGUAGE ABILITY: Requires ability to read a variety of administrative, financial, legal, technical, civil engineering-related, construction-related, and computer-related documentation, directions, instructions, and methods and procedures. Requires the ability to write reports, forms, and job-related documentation with proper format, punctuation, spelling, and grammar, using all parts of speech. Requires the ability to speak with and before others with poise, voice control, and confidence using correct English and well-modulated voice, such as in public speaking situations.

INTELLIGENCE: Requires the ability to learn and understand technical, civil engineering-related, construction-related, and computer-related principles and techniques; to understand departmental policies and procedures; to make independent judgments in absence of supervision; and to acquire and be able to expound on knowledge of topics related to primary occupation.

VERBAL APTITUDE: Requires the ability to record and deliver information, such as in a public speaking situation, to explain procedures, and to follow verbal and written instructions.

NUMERICAL APTITUDE: Requires the ability to add and subtract; multiply and divide totals; determine percentages; determine time and weight; interpret graphs; utilize mathematical formulas; and interpret statistical data.

FORM/SPATIAL APTITUDE: Requires the ability to visually inspect items for proper length, width, and shape using job-related equipment which may include a transit, level, testing equipment, drafting equipment, and computer-aided drafting equipment.

MOTOR COORDINATION: Requires the ability to coordinate hands and eyes in using job-related equipment.

MANUAL DEXTERITY: Requires the ability to handle a variety of items, equipment, control knobs, switches, etc. Must have the ability to use one hand for twisting motion or turning motion while coordinating other hand with different activities. Must have average levels of eye/hand/foot coordination.

COLOR DIFFERENTIATION: Requires the ability to discern color.

INTERPERSONAL TEMPERAMENT: Requires the ability to deal with and relate to people beyond giving and receiving instructions. Must be able to adapt to and perform under considerable stress when confronted with an emergency.

PHYSICAL COMMUNICATION: Requires the ability to talk, express, or exchange ideas by means of spoken words and/or hear and perceive nature of sounds by ear.

**ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO ELIMINATE ONE (1)
ENGINEERING AIDE II POSITION AND CREATE AND FILL ONE (1) BRIDGE
INSPECTOR – SUPERVISOR POSITION, GRADE E02 (\$30.92-\$39.70).**

Mr. Randy Vest, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Jeff Clark, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-140

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to eliminate one (1) Engineering Aide II position and create and fill one (1) Bridge Inspector – Supervisor position, Grade E02 (\$30.92-\$39.70), this the 14th day of January 2025.

**ADOPT RESOLUTION APPROVING PAID ADMINISTRATIVE LEAVE FOR AN
EMPLOYEE IN ACCORDANCE WITH SECTION 10.13 OF THE MORGAN COUNTY
POLICIES AND PROCEDURES HANDBOOK, AT THE REQUEST OF
SHERIFF RON PUCKETT.**

Mr. Jeff Clark, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Matthew Frost, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-141

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve Paid Administrative Leave for an employee in accordance with Section 10.13 of the *Morgan County Policies and Procedures Handbook*, at the request of Sheriff Ron Puckett, this the 14th day of January 2025.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO AMEND JOB DESCRIPTION FOR CLASS CODE 3235, ACCOUNTING SPECIALIST, GRADE A08, EFFECTIVE JANUARY 14, 2025, AT THE REQUEST OF SHERIFF RON PUCKETT.

Mr. Greg Abercrombie, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Matthew Frost, it was put to a vote and unanimously adopted to wit:

RESOLUTION 25-142

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to amend job description for Class Code 3235, Accounting Specialist, Grade A08, effective January 14, 2025, at the request of Sheriff Ron Puckett, this the 14th day of January 2025.

Classification Title:

**Accounting Specialist-Sheriff's Office
Class Code 3235**

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform accounting functions in the Sheriff's Office.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Balances daily cash receipts; prepares/balances cash drawers; prepares bank deposits; prepares daily cash reports and revenue summaries.
- Ensures that Sheriff's Office receipts, checks and deposits are applied to the proper accounts.
- Calculates disbursements to various agencies; prepares and distributes checks; maintains records of payments to agencies.
- Performs balancing functions as needed (e.g., accounts, ledgers, checkbooks, cash receipts, reports and financial data); reconciles bank statements.
- Maintains/balances daily/monthly cashbooks; enters receipts in computer system; maintains records of receipts and disbursements.
- Assists in annual budget preparation; provides financial information and assistance as needed.
- Monitors/reviews budget on a regular basis; identifies areas exceeding budget and recommends budgetary revisions.
- Ensures that payroll is processed in accordance with applicable laws; provide final departmental review of payroll data entry; ensures timely completion of required county reports.
- Communicates with Sheriff to advise, provide reports, make recommendations and seek input.
- Supervises, directs and evaluates assigned staff; delegates tasks as needed.
- Prepares and/or generates various correspondence, forms, reports, and other documents via computer.
- Receives various documentation; reviews, processes, responds, forwards, maintains, and/or takes other action as appropriate.
- Receives/generates various reports; reviews for accuracy and makes corrections; performs applicable calculations; forwards as appropriate.
- Performs research functions as needed.
- Responds to requests for information from officials, employees, the general public or other individuals.
- Uses knowledge of various software programs to operate a computer in an effective and efficient manner.
- Works closely with Examiners of Public Accounts to provide necessary information for audit.
- Maintains a comprehensive, current knowledge and awareness of applicable laws/regulations; reads professional literature; maintains affiliations; attends workshops and training sessions as appropriate.

- Maintains confidentiality and professional integrity in involvement with departmental issues.
- Must have the ability to work independently with minimal supervision.

ADDITIONAL FUNCTIONS

Performs customer service functions in person or via telephone; provides information and assistance to the general public, employees, officials, or other individuals; answers questions regarding departmental documentation, procedures, or other issues.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Bachelor's degree in Accounting or related field required and/or 5 to 7 years of experience in accounting, budget preparation, and general office work including supervisory experience; experience in QuickBooks and Microsoft Excel required; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL JOB FUNCTIONS

PHYSICAL REQUIREMENTS: Must be able to operate a variety of automated office equipment including a computer, printer, typewriter, copy machine, facsimile machine, calculator, and telephone. Physical demand requirements are at levels of those for light work.

DATA COMPREHENSION: Requires the ability to compare and or judge the readily observable functional, structural, or compositional characteristics (whether similar to or divergent from obvious standards) of data, people, or things which may include reference manuals or procedural manuals.

INTERPERSONAL COMMUNICATION: Requires the ability to speak with and/or signal people to convey or exchange legal and financial information, including giving assignments and/or directions to co-workers or assistants as well as communicating with officials and the general public.

LANGUAGE ABILITY: Requires ability to read a variety of legal and financial documentation, directions, instructions, and methods and procedures. Requires the ability to write reports, forms, and job-related documentation with proper format, punctuation, spelling, and grammar, using all parts of speech. Requires the ability to speak with and before others with poise, voice control, and confidence using correct English and well-modulated voice.

INTELLIGENCE: Requires the ability to learn and understand relatively complex legal and financial principles and techniques; to understand departmental policies and procedures; to make independent judgments in absence of supervision; and to acquire and be able to expound on knowledge of topics related to primary occupation.

VERBAL APTITUDE: Requires the ability to record and deliver information, to explain procedures, and to follow verbal and written instructions.

NUMERICAL APTITUDE: Requires the ability to add and subtract; multiply and divide totals; determine percentages; determine time and weight; and utilize mathematical formulas.

FORM/SPATIAL APTITUDE: Requires the ability to visually inspect items for proper length, width, and shape using job related equipment.

MOTOR COORDINATION: Requires the ability to coordinate hands and eyes in using automated office equipment.

MANUAL DEXTERITY: Requires the ability to handle a variety of items, automated office equipment, control knobs, switches, etc. Must have the ability to use one hand for twisting motion or turning motion while coordinating other hand with different activities. Must have average levels of eye/hand/foot coordination.

COLOR DIFFERENTIATION: May require the ability to discern color.

INTERPERSONAL TEMPERAMENT: Requires the ability to deal with and relate to people beyond giving and receiving instructions. Must be able to adapt to and perform under moderate stress when confronted with an emergency.

PHYSICAL COMMUNICATION: Requires the ability to talk, express, or exchange ideas by means of spoken words and/or hear and perceive nature of sounds by ear.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO APPROVE LEAVE WITHOUT PAY FOR JAMES BYRD, ENVIRONMENTAL SERVICES, EFFECTIVE DECEMBER 30, 2024 THROUGH JANUARY 2, 2025.

Mr. Jeff Clark, member of the Commission, offered the following resolution and moved for its adoption. Upon the same being duly seconded by Mr. Matthew Frost, it was put to a vote and unanimously adopted to wit: