MORGAN COUNTY COMMISSION MEETING

The Morgan County Commission of Morgan County, Alabama, convened in a scheduled meeting on Tuesday, January 24, 2023, at 9 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, Don Stisher, and Greg Abercrombie. Also present: Greg Bodley, County Engineer; David Langston, County Attorney; Julie Reeves, Chief Administrative Officer; Jessica Smith, Deputy Chief Administrative Officer; Laura Vest, Business Services Coordinator. Absent: None. Mrs. Reeves and Mrs. Vest acted as clerks of the Meeting. Mr. Vest offered the prayer. Mrs. Reeves called roll and stated that a quorum was present. The Chairman declared the Meeting open for the transaction of business.

VISITORS

Heather McIngvale, Morgan County Sheriff's Office George Hill, IT Director Michael Wetzel, Decatur Daily Hilary Granbois, MCEMA

AGENDA

The Agenda for the meeting of Tuesday, January 24, 2023, had been presented to the Commission for review.

After due consideration, it is therefore ordered by the Commission on motion of Mr. Don Stisher, seconded by Mr. Greg Abercrombie, 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 Tuesday, January 10, 2023, 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: None

NEW BUSINESS:

ADOPT RESOLUTION AUTHORIZING THE COMMISSION TO ALLOCATE UP TO \$150,000 OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS BY AND THROUGH A SUBAWARD TO THE MORGAN COUNTY SYSTEM OF SERVICES FOR THE PURPOSE OF SUPPORTING STAFFING NEEDS AT TWO RESIDENTIAL HOMES FOR TEENS.

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 23-144

RESOLUTION FOR ALLOCATION OF AMERICAN RESCUE PLAN ACT FUNDS TO CARRY OUT ELIGIBLE PROJECT

WHEREAS, Morgan County, Alabama ("the County") has received American Rescue Plan Act state and local fiscal recovery funds ("ARPA funds") and is charged with ensuring that such funds are expended in accordance with state and federal law; and

WHEREAS, pursuant to 603(c)(3) of the ARPA, PL 117-2, March 11, 2021, 135 Stat 4, the County may transfer ARPA funds to eligible entities to carry out eligible ARPA funded projects; and

WHEREAS, the County may expend ARPA funds to provide emergency housing assistance as well as to provide mental health and behavioral health care services to the community; and

WHEREAS, Morgan County System of Services, Inc., a nonprofit entity operating within the boundaries of a Qualified Census Tract, provides services, including temporary housing assistance, mental health counseling, and other services to support at-risk youth in the community; and

WHEREAS, Morgan County System of Services, Inc., has requested financial assistance to cover operating costs, and more particularly rising personnel costs, to provide and maintain two residential home programs in the community (the "program"); and

WHEREAS, County has considered the request for funding and determined:

- 1) That the entity is eligible to receive ARPA funds;
- 2) That an award of ARPA funds to support the proposed program would serve a public purpose;
- More specifically, that the entity will provide housing assistance and behavioral health counseling to at-risk children in low-to-moderate income households, many of whom are victims of abuse or neglect; and
- 4) That providing this benefit or service is within the County's state statutory and constitutional authority under Ala. Const. § 88 and Code of Alabama 1975 §§ 11-96A-3, 30-6-13, et seq., and 38-2-9; and

WHEREAS, the Commission desires to enter into an agreement with the Morgan County System of Services, Inc., to provide ARPA funds to support the program; and

WHEREAS, the Commission has determined that the program is a necessary, eligible, and reasonable use of the County's ARPA funds.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION as follows:

- 1) The Commission hereby conditionally allocates up to \$150,000 of ARPA funds to the Morgan County System of Services, Inc., for operational costs associated with the program.
 - 2) Disbursement of the funds allocated herein is conditioned upon the following:
 - a) The completion of a satisfactory risk assessment of the Morgan County System of Services, Inc., and the development of a monitoring plan for the program and the use of the funds allocated herein; and
 - b) The execution of a subrecipient agreement with Morgan County System of Services, Inc., the terms of which are consistent with this Resolution, the County's ARPA award, and applicable state and federal law.
- 3) The Commission hereby directs the County to initiate the steps necessary to perform a risk assessment and develop a monitoring plan for the program; and
- 4) Upon the completion of a satisfactory risk assessment and development of a monitoring plan, the Commission Chairman is hereby authorized to enter into the subrecipient agreement with Morgan County System of Services, Inc., upon his determination that the terms of the agreement are consistent with the provisions of this Resolution and are in the best interests of the County.
- 5) Upon the execution of a subrecipient agreement, the ARPA Program Manager is hereby authorized to expend ARPA funds for costs of the project in accordance with the terms of this Resolution and the subrecipient agreement.
- 6) Expenditure of ARPA funds, as authorized by this Resolution, shall be contingent on the continued appropriation and availability of ARPA funds for this purpose and in no event shall be used for any costs associated with the project that are not obligated on or before December 31, 2024, and expended on or before December 31, 2026.

IN WITNESS WHEREOF, the Morgan County Commission has caused this Resolution to be executed in its name and on its behalf by its Chairman on the 24th of January 2023.

ADOPT RESOLUTION AUTHORIZING BRANDY DAVIS, EMA DIRECTOR, TO PURCHASE A 1-YEAR SUBSCRIPTION FOR READYOP DASHBOARD, A WEB-BASED, ENCRYPTED, INTERAGENCY, INTERPERSONAL COMMUNICATION PLATFORM THAT INTEGRATES PLANNING, OPERATIONS, COMMUNICATIONS, SITUATIONAL AWARENESS, ASSET MANAGEMENT, AND REPORTING FORMS TO A SINGLE PLATFORM FOR TVA INCIDENTS OR OTHER DISASTROUS SITUATIONS, IN THE AMOUNT OF \$8,000.00.

Mr. Don Stisher, 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 23-145

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize Brandy Davis, EMA Director, to purchase a 1-year subscription for ReadyOp Dashboard, a web-based, encrypted, interagency, interpersonal communication platform that integrates planning, operations, communications, situational awareness, asset management, and reporting forms to a single platform for TVA incidents or other disastrous situations, in the amount of \$8,000.00, this the 24th day of January 2023.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO AMEND THE JOB DESCRIPTION FOR CUSTODIAL LEAD PERSON, GRADE B02.

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

RESOLUTION 23-146

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to amend the following job description for Custodian Lead Person, Grade B02, this the 24th day of January 2023.

Classification Title:

Custodian Lead Person Class Code 1409

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform manual work functions, technical assistance, and leadership functions associated with cleaning and maintaining county buildings and facilities.

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.

- Provides technical advice/assistance to custodians; ensures that proper equipment and materials are available for job accomplishment.
- Advises supervisor of status of personnel, equipment, and supplies and assists in any shortfalls.
- Utilizes various equipment, tools and supplies which may include a vacuum cleaner, carpet cleaner, floor buffer, mop bucket, wet vacuum, ladder, mop, broom, cleaning supplies, etc.
- Vacuums, sweeps, mops, scrubs and/or shampoos various surfaces such as carpets, flooring, walls, wood paneling, etc., located in hallways, stairs, office space, restrooms, etc.
- Strips/waxes/buffs floor surfaces.
- Cleans, dusts and polishes furniture, equipment, artwork, fixtures, surfaces, trim, etc.
- Cleans, deodorizes and disinfects bathrooms; maintains supply levels of paper and soap products in bathrooms.
- Cleans and disinfects water fountains, telephones, or other public facilities.
- Washes/cleans windows.
- Cleans kitchen equipment and supplies (e.g., coffeepots, coffee machines, microwave, refrigerator,
- Empties trash and garbage containers; replaces trash liners in containers; picks up and disposes of trash from ground areas; carries/transports trash to dumpster or other designated trash receptacle; disposes of hazardous waste per established procedures.
- Acts in capacity of temporary supervisor in the absence of the supervisor in order to maintain continuity of operations, quality, and quantity of work.

- Secures premises upon completion of work.
- Receives and/or prepares various forms, reports, or other documents; reviews, completes, processes and forwards as appropriate.
- Responds to routine requests for information from officials, employees, the public or other individuals.

ADDITIONAL FUNCTIONS

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Two to five years of experience in custodial work or a related field; 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

<u>PHYSICAL REQUIREMENTS:</u> Must be able to operate a variety of machinery and equipment including a vacuum cleaner, carpet cleaner, floor buffer, wet vacuum, mop bucket, ladder, mop, broom, cleaning supplies, etc. Physical demand requirements are at levels of those for medium work.

<u>DATA COMPREHENSION:</u> 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.

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

<u>LANGUAGE ABILITY:</u> Requires ability to read a variety of procedural and operational documentation, directions, instructions, and methods and procedures. Requires the ability to complete forms and write 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.

<u>INTELLIGENCE</u>: Requires the ability to learn and understand relatively basic custodial 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.

<u>VERBAL APTITUDE</u>: 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; multiple and divide totals; and determine time and weight.

<u>FORM/SPATIAL APTITUDE:</u> 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 job related equipment.

MANUAL DEXTERITY: Requires the ability to handle a variety of items, job related 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.

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

PHYSICAL COMMUNICATION: May require 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 APPROPRIATE ELECTED OFFICIAL/DEPARTMENT HEAD TO FILL THE FOLLOWING POSITION:

CUSTODIAN, GRADE B01 (\$14.66-\$18.87) ----- MAINTENANCE

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

RESOLUTION 23-147

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 position:

Custodian, Grade B01 (\$14.66-\$18.87) ----- Maintenance

this the 24th day of January 2023.

ADOPT RESOLUTION TO APPEND MORGAN COUNTY SALARY SCHEDULE F, EFFECTIVE JANUARY 24, 2023.

Mr. Don Stisher, 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 23-148

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby append the following Morgan County Salary Schedule F, effective January 24, 2023, this the 24th day of January 2023:

Morgan County Salary Schedule for Part Time Positions					
Grade	Job Title	Hourly Rate			
F01	Part-Time	\$	12.50		
F02	P/T Safety Coordinator	\$	17.50		
F03	Community Corrections Field Officer	\$	30.00		
F04	P/T Corrections Officer	\$	15.00		

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO CREATE AND FILL TEN (10) PART-TIME CORRECTIONS OFFICER POSITIONS, GRADE F04 (\$15.00), EFFECTIVE JANUARY 24, 2023.

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 23-149

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to create and fill ten (10) part-time Corrections Officer positions, Grade F04 (\$15.00), effective January 24, 2023, this the 24th day of January 2023.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO CREATE AND FILL A PART-TIME PROCESS SERVER POSITION, GRADE F01 (\$12.50), EFFECTIVE JANUARY 24, 2023, WITH EXPENSES TO BE REIMBURSED TO THE COMMISSION ACCORDING TO SIGNED MEMORANDUM OF UNDERSTANDING, 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. Don Stisher, it was put to a vote and unanimously adopted to wit:

RESOLUTION 23-150

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to create and fill a part-time Process Server position, Grade F01 (\$12.50), effective January 24, 2023, with expenses to be reimbursed to the Commission according to signed Memorandum of Understanding, and amend budget accordingly, this the 24th day of January 2023.

ADOPT RESOLUTIONS APPROVING CERTIFICATES TO SUBDIVIDE PROPERTIES AND SUBDIVISION PLAT LOCATED WITHIN MORGAN COUNTY FOR THE FOLLOWING:

- MARY JUDITH ALDRIDGE DANVILLE ROAD, DISTRICT 2
- WILLIAM ELBERT PRINCE BETHEL ROAD, DISTRICT 2
- REPLAT OF SUMMERBROOK SUBDIVISION LOTS 9 & 10 BROOKWOOD DRIVE, DISTRICT 1

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

RESOLUTION 23-151

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:

Mary Judith Aldridge
 Danville Road, District 2

this the 24th day of January 2023.

RESOLUTION 23-152

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:

William Elbert Prince
 Bethel Road, District 2

this the 24th day of January 2023.

RESOLUTION 23-153

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve Subdivision Plat located within Morgan County for the following:

Replat of Summerbrook Subdivision – Lots 9 & 10
 Brookwood Drive, District 1

this the 24th day of January 2023.

ADOPT RESOLUTIONS AUTHORIZING REFUND OF MORTGAGE TAX RECORDED IN ERROR IN THE MORGAN COUNTY PROBATE OFFICE TO THE FOLLOWING:

- PROGRESS BANK AND TRUST, DECATUR, AL ----- \$100.32
- HOMETOWN LENDERS, INC., HUNTSVILLE, AL ---- \$114.47

Mr. Don Stisher, member of the Commission, offered the following resolutions and moved for their adoption. Upon the same being duly seconded by Mr. Greg Abercrombie, it was put to a vote and unanimously adopted to wit:

RESOLUTION 23-154

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize refund of mortgage tax recorded in error in the Morgan County Probate Office to the following:

• Progress Bank and Trust, Decatur, AL ---- \$100.32

this the 24th day of January 2023.

RESOLUTION 23-155

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize refund of mortgage tax recorded in error in the Morgan County Probate Office to the following:

• Hometown Lenders, Inc., Huntsville, AL ---- \$114.47

this the 24th day of January 2023.

ADOPT RESOLUTION AUTHORIZING JEFF CLARK, DISTRICT 1 COMMISSIONER, TO PURCHASE (1) 2023 CASE IH TRACTOR WITH ALAMO FLAIL MOWERS, FROM H & R AGRI-POWER UTILIZING SOURCEWELL CONTRACT #AI 070821-AGI THROUGH ALAMO GROUP IN AN AMOUNT NOT TO EXCEED \$182,000, TO BE PAID FROM DISTRICT 1 ROAD AND BRIDGE FUNDS.

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 23-156

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize Jeff Clark, District 1 Commissioner, to purchase (1) 2023 Case IH Tractor with Alamo flail mowers, from H & R Agri-Power utilizing Sourcewell Contract #AI 070821-AGI through Alamo Group in an amount not to exceed \$182,000, to be paid from District 1 Road and Bridge funds, this the 24th day of January 2023.

ADOPT RESOLUTION AUTHORIZING JEFF CLARK, DISTRICT 1 COMMISSIONER, TO DECLARE (1) NEW HOLLAND TRACTOR, (#4272) MODEL TS125 WITH ALAMO FLAIL MOWERS (#4263) AS SURPLUS AND SELL ON GOVDEALS OR DISPOSE OF PROPERLY.

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

RESOLUTION 23-157

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize Jeff Clark, District 1 Commissioner, to declare (1) New Holland tractor, (#4272) Model TS125 with Alamo flail mowers (#4263) as surplus and sell on GovDeals or dispose of properly, this the 24th day of January 2023.

ADOPT RESOLUTION AUTHORIZING GEORGE HILL, IT DIRECTOR, TO DECLARE (1) XEROX WORKCENTER 7346, SN #KR-059K 66010-97N, AS SURPLUS AND DISPOSE OF PROPERLY.

Mr. Don Stisher, member of the Commission, offered the following resolutions and moved for their adoption. Upon the same being duly seconded by Mr. Randy Vest, it was put to a vote and unanimously adopted to wit:

RESOLUTION 23-158

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize George Hill, IT Director, to declare (1) Xerox Workcenter 7346, SN #KR-059K 66010-97N, as surplus and dispose of properly, for same, this the 24th day of January 2023.

ADOPT RESOLUTION AUTHORIZING SHERIFF RON PUCKETT TO DONATE (3) RADIOS TO THE JOE WHEELER PARK RANGERS.

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

RESOLUTION 23-159

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize Sheriff Ron Puckett to donate (3) radios to the Joe Wheeler Park Rangers, this the 24th day of January 2023.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO REAPPOINT NICHOLAS ROTH TO THE HEALTH CARE AUTHORITY BOARD FOR A 6-YEAR TERM EXPIRING JANUARY 25, 2029.

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 23-160

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to reappoint Nicholas Roth to the Health Care Authority Board for a 6-year term expiring January 25, 2029, this the 24th day of January 2023.

REVIEW AND APPROVE THE FOLLOWING INVOICES, TOTALING \$874,113.28:

<u>VENDOR</u>	DESCRIPTION	TOTAL
Peck-Glasgow Agency, Inc.	Notary Bond - Chunn, J.	\$50.00
Frameworks Architecture	Concession Stand Building	20,337.28
Frameworks Architecture	Jail Maintenance Building	20,658.64
ACCA Liability Self-Insurance Fund	Corrected Liability Premium	471,033.22
ACCA Liability Self-Insurance Fund	Corrected Property Premium	362,034.14

Mr. Greg Abercrombie, member of the Commission, moved for their approval. Upon the same being duly seconded by Mr. Don Stisher, it was put to a vote, and unanimously approved.

ADOPT RESOLUTION AUTHORIZING THE MORGAN COUNTY SHERIFF'S OFFICE TO PURCHASE AN ENTERPRISE WIRELESS SYSTEM FROM CSPIRE BUSINESS UTILIZING STATE PURCHASING CONTRACT #MA 999 210000000007 FOR NEW RFID SYSTEM AND FUTURE WIRELESS PROJECTS AND INSTALLATION FOR THE SHERIFF'S OFFICE IN THE AMOUNT OF \$79,942.58, AND AMEND BUDGET ACCORDINGLY.

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 23-161

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Morgan County Sheriff's Office to purchase an Enterprise Wireless System from Cspire Business utilizing State Purchasing Contract #MA 999 210000000007 for new RFID system and future wireless projects and installation for the Sheriff's Office in the amount of \$79,942.58, and amend budget accordingly, this the 24th day of January 2023.