MORGAN COUNTY COMMISSION MEETING

The Morgan County Commission of Morgan County, Alabama, convened in a regular meeting on Tuesday, January 26, 2021, 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, Greg Abercrombie. Also present: David Langston, County Attorney; Greg Bodley, County Engineer; Julie Reeves, Chief Administrative Officer; Jessica Smith, Deputy Chief Administrative Officer; Laura Vest, Business Services Coordinator; Sheryl Marsh, Communications Director. Absent: None. Mrs. Reeves and Mrs. Vest acted as clerks of the Meeting. Mr. Clark offered the prayer and the Pledge of Allegiance. Mrs. Reeves called roll and stated that a quorum was present. The Chairman declared the Meeting open for the transaction of business.

VISITORS

George Hill, IT Michael Wetzel, Decatur, Daily

AGENDA

The Agenda for the meeting of Tuesday, January 26, 2021, 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 12, 2021, 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 APPROVING THE ADANI SERVICE CONTRACT FOR THE (2) BAGGAGE SCANNER UNITS WITHIN THE MORGAN COUNTY COURTHOUSE, FOR A 36-MONTH PERIOD BEGINNING FEBRUARY 13, 2021 THROUGH FEBRUARY 12, 2024, AT A COST OF \$16,799.25.

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 21-122

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve the ADANI Service Contract for the (2) baggage scanner units within the Morgan County Courthouse, for a 36-month period beginning February 13, 2021 through February 12, 2024, at a cost of \$16,799.25, this the 26th day of January 2021.

ADOPT RESOLUTION APPROVING REQUEST FROM PROBATE JUDGE GREG CAIN TO PURCHASE (2) HP E57540 MFP COLOR PRINTERS AND (5) HP E50145 PRINTERS UTILIZING US COMMUNITIES CONTRACT #R171402, IN THE AMOUNT OF \$9,644.44, AND ENTER INTO A PRINTER MANAGEMENT SERVICES AGREEMENT WITH RJYOUNG AT A MONTHLY RATE OF \$207.00 FOR A PERIOD OF (3) YEARS BEGINNING MARCH 1, 2021 THROUGH FEBRUARY 29, 2024, TO BE PAID FROM THE GENERAL FUND BUDGET.

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 21-123

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve request from Probate Judge Greg Cain to purchase (2) HP E57540 MFP color printers and (5) HP E50145 printers utilizing US Communities Contract #R171402, in the amount of \$9,644.44, and enter into a printer management services agreement with RJYoung at a monthly rate of \$207.00 for a period of (3) years beginning March 1, 2021 through February 29, 2024, to be paid from the General Fund budget, this the 26th day of January 2021.

ADOPT RESOLUTION APPROVING REQUEST FROM JOHNNY HOWELL, ENVIRONMENTAL SERVICES DEPARTMENT HEAD, TO PURCHASE (793) 95-GALLON CARTS, CATEGORIZED AS EXTRA CARTS, FROM SCHAEFER SYSTEMS INTERNATIONAL, INC. UTILIZING SOURCEWELL CONTRACT #041217-SFR, IN THE AMOUNT OF \$38,809.50.

Mr. Randy Vest, 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 21-124

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve request from Johnny Howell, Environmental Services department head, to purchase (793) 95-gallon carts, categorized as extra carts, from Schaefer Systems International, Inc. utilizing Sourcewell Contract #041217-SFR, in the amount of \$38,809.50, this the 26th day of January 2021.

ADOPT RESOLUTION AUTHORIZING JEFF CLARK, DISTRICT 1
COMMISSIONER, TO PURCHASE A JOHN DEERE 190G WHEELED EXCAVATOR
FROM WARRIOR TRACTOR IN THE AMOUNT OF \$214,000.00, UTILIZING
SOURCEWELL PURCHASING COOPERATIVE CONTRACT #032119-JDC, 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 21-125

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 a John Deere 190G Wheeled Excavator from Warrior Tractor in the amount of \$214,000.00, utilizing Sourcewell Purchasing Cooperative Contract #032119-JDC, to be paid from District 1 Road and Bridge funds, this the 26th day of January 2021.

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

- DWIGHT EUGENE ALLDREDGE, ROY NATHAN ALLDREDGE AND STEVEN CONLEY ALLDREDGE HWY 55, DISTRICT 3
- SYBIL COLE PERKINS WOOD ROAD, DISTRICT 2
- REBECCA BUNDY WILLIAMS COVE ROAD, DISTRICT 4
- LOWELL G. & JOANN B. BRENNEMAN AND MOSES AND KATE YODER EVERGREEN ROAD, HWY 157, DISTRICT 3

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 21-126

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:

 Dwight Eugene Alldredge, Roy Nathan Alldredge and Steven Conley Alldredge Hwy 55, District 3

this the 26th day of January 2021.

RESOLUTION 21-127

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:

Sybil Cole
 Perkins Wood Road, District 2

this the 26th day of January 2021.

RESOLUTION 21-128

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:

Rebecca Bundy
 Williams Cove Road, District 4

this the 26th day of January 2021.

RESOLUTION 20-129

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:

 Lowell G. & Joann B. Brenneman and Moses and Kate Yoder Evergreen Road, Hwy 157, District 3

this the 26th day of January 2021.

ADOPT RESOLUTION AMENDING CHAPTER 13, ATTACHMENT A, SAFETY SENSITIVE CLASSIFICATIONS, PAGES 76-78 OF THE MORGAN COUNTY POLICIES AND PROCEDURES HANDBOOK.

Mr. Jeff Clark, 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 21-130

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby amend Chapter 13, Attachment A, Safety Sensitive Classifications, pages 76-78 of the *Morgan County Policies and Procedures Handbook*, this the 26th day of January 2021.

CHAPTER 13, Pages 76-78

Morgan County Policies and Procedures Handbook

Attachment A

All positions were reviewed for safety-sensitive duties, as defined in 49 CFR part 655, by the appropriate elected officials / department heads to determine the safety-sensitive positions. Additionally, any new positions created in the future will be reviewed for safety-sensitive duties.

The following positions were determined to be safety-sensitive:

SAFETY SENSITIVE CLASSIFICATIONS

ANIMAL CONTROL

Director Animal Control Animal Control Officer

COMMISSION ON AGING

Director Commission on Aging Administrative Assistant

DISTRICTS

Foreman*

Equipment Operator *

Senior Equipment Operator *

District Shop Laborer

Mechanic*

Administrative Assistant

EMA

Director EMA

Emergency Planner

EMA Specialist

ENGINEERING

County Engineer

Assistant Engineer

Engineer Assistant I

Engineer Assistant II

ENVIRONMENTAL

Solid Waste Manager

Route Supervisor *

Mechanic -Environmental*

Drivers -Environmental*

Litter Control Assistant

Residential Driver*

INFORMATION TECHNOLOGY

Director IT

IT Support Specialist

IT Systems Administrator

IT Support Technician

JUVENILE PROBATION

Chief Probation Officer

Juvenile Probation Officer

MAINTENANCE

Building Superintendent

Assistant Superintendent

Maintenance Worker

Maintenance Worker II

Custodian

Custodial Lead Person

Custodial Supervisor

Mail Room Administrative Assistant

PARK AND RECREATION

Director Park and Recreation

Park Superintendent

Groundskeeper

PROBATE

Chief Clerk

Deputy Chief Clerk

REVENUE

Chief Appraiser

Real Property Appraiser I, II, III

Personal Property Appraiser I, II, III

SAFETY

Safety Coordinator

SALES TAX

Director Sales Tax

License Inspector

SHERIFF'S OFFICE / JAIL

Chief Deputy

Captain

Lieutenant

Sergeant

Deputy

Process Server

Investigator

IT Systems Administrator

Task Force

Mechanic

Corrections Officer

Corrections Officer II

Maintenance

Warden

Detention Supervisor

Detention Supervisor- Sergeant

Detention Supervisor - Corporal

Detention Supervisor—Lieutenant

Jail Custodian

Administrative Clerk I & II

Administrative Supervisor

Administrative Support Specialist

Public Information Officer

Jail Kitchen Supervisor

ADOPT RESOLUTION APPROVING THE DISTRICT SHOP LABORER JOB DESCRIPTION, EFFECTIVE JANUARY 26, 2021.

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:

^{*} Safety-sensitive positions specifically subject to regulation by the Department of Transportation (DOT)

RESOLUTION 21-131

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve the District Shop Laborer job description, effective January 26, 2021, this the 26th day of January 2021.

Classification Title:

District Shop Laborer

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.

- *Assists equipment operators in construction, maintenance, and repair of county roads, bridges, and drainage systems.
- *Uses county equipment such as tractor, bush hog, mower, chain saw, axe, shovel, rake, mechanic tools, and patch truck in the construction, maintenance, and repair of county roads, bridges, and drainage systems.
- *Performs manual work functions associated with construction, maintenance, and repair of county roads, bridges, and drainage systems (which includes patching pot holes, mowing grass/weeds, trimming and clearing shrubbery, removing trees and tree limbs, removing debris from ditches and right-of-ways, loading/unloading trucks, placing/retrieving signage, erecting road construction barricades or signage, and flagging traffic).
- *Monitors equipment gauges and other indicators for non-standard conditions. Reports faulty equipment for repair. Performs basic equipment repairs
- *Performs general maintenance tasks necessary to keep equipment/machinery in good working condition (which includes inspecting equipment, checking condition of tires, checking/replacing fluid levels, greasing equipment, and washing/cleaning equipment).
- *Performs general cleaning/housekeeping tasks associated with maintaining shop or other work areas.
- *Prepares and/or receives various forms, reports or other documents. Processes and forwards as appropriate.
- *Communicates via telephone and/or two-way radio; provides information; takes and relays messages and/or directs calls to appropriate personnel; responds to requests for service.
- *Responds to routine requests for information from officials, employees, members of the staff, the public, or other individuals.

ADDITIONAL FUNCTIONS

Operates a motor vehicle.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

High school diploma or GED required; five to eleven months of experience in a Laborer position or a related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Alabama Drivers License.

MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL JOB FUNCTIONS

<u>PHYSICAL REQUIREMENTS:</u> Must be able to operate a variety of machinery and equipment which may include a motor vehicle, patch truck, bush hog, mower, chip spreader, welder, cutting torch, chain saw, axe, shovel, rake, mechanic tools, and two-way radio. Physical demand requirements are of levels of those for heavy 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, which may include maps and operational manuals.

<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 the general public.

<u>LANGUAGE ABILITY:</u> Requires ability to read a variety of 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.

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

<u>NUMERICAL APTITUDE:</u> Requires the ability to add and subtract; multiple and divide totals; determine percentages; 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 and to operate motor vehicles.

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: Requires 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 considerable stress when confronted with an emergency.

<u>PHYSICAL COMMUNICATION:</u> 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 APPROPRIATE ELECTED OFFICIALS/DEPARTMENT HEADS TO FILL THE FOLLOWING POSITIONS:

- CUSTODIAN, GRADE 3, (\$12.12-\$15.76) ----- MAINTENANCE
- LABORER, GRADE 3, (\$12.12-\$15.76) ----- DISTRICT 3
- ANIMAL CONTROL OFFICER, GRADE 5, (\$14.74-\$19.23) ----- ANIMAL CONTROL

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 21-132

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the appropriate elected officials/department heads to fill the following positions:

- Custodian, Grade 3, (\$12.12-\$15.76) ----- Maintenance
- Laborer, Grade 3, (\$12.12-\$15.76) ----- District 3
- Animal Control Officer, Grade 5, (\$14.74-\$19.23) ----- Animal Control

this the 26th day of January 2021.

ADOPT RESOLUTION APPROVING EMPLOYEE ADDITIONS AND DELETIONS FOR DECEMBER 2020.

Mr. Don Stisher, 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 21-133

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve the following employee additions and deletions for December 2020, this the 26th day of January 2021.

Additions		Deletions	
Cynthia Griffith	Jail	Kyler Mills	Jail
Hunter Driver	Jail	Robert Irvin	Sheriff
Jonathan Matheny	Jail	James Dallas Jones	Sheriff
LaQueitta Hill	Maintenance	Michael Trosper	Environmental
Justice Johnson	D-1	Karen Sparks	License
		Helen Hill	License

ADOPT RESOLUTION AMENDING THE MORGAN COUNTY HEALTH BENEFITS PLAN BY EXTENDING THE SPECIAL ENROLLMENT PERIODS TO 60 DAYS EFFECTIVE OCTOBER 1, 2020.

Mr. Randy Vest, 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 21-134

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby amend the Morgan County Health Benefits Plan by extending the Special Enrollment Periods to 60 days effective October 1, 2020, this the 26th day of January 2021.

ADOPT RESOLUTION AUTHORIZING JEFF SIMMONS, JUVENILE PROBATION DEPARTMENT HEAD, TO DECLARE (2) OFFICE CHAIRS AS SURPLUS AND DISPOSE OF PROPERLY.

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 21-135

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize Jeff Simmons, Juvenile Probation department head, to declare (2) office chairs as surplus and dispose of properly, this the 26th day of January 2021.

ADOPT RESOLUTION APPROVING THE REAPPOINTMENT OF DAVID LEE TO THE NORTHEAST MORGAN COUNTY WATER AUTHORITY BOARD FOR A 6-YEAR TERM BEGINNING FEBRUARY 28, 2021 AND EXPIRING FEBRUARY 28, 2027.

Mr. Jeff Clark, 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 21-136

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve the reappointment of David Lee to the Northeast Morgan County Water Authority Board for a 6-year term beginning February 28, 2021 and expiring February 28, 2027, this the 26th day of January 2021.

ADOPT RESOLUTION AUTHORIZING RANDY VEST, DISTRICT 2 COMMISSIONER, TO DONATE \$16,000.00 FOR A COMMUNICATIONS SYSTEM TO DANVILLE HIGH SCHOOL USING DISTRICT 2 ROAD AND BRIDGE FUNDS, 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 21-137

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize Randy Vest, District 2 Commissioner, to donate \$16,000.00 for a communications system to Danville High School using District 2 Road and Bridge funds, and amend budget accordingly, this the 26th day of January 2021.

ADOPT RESOLUTION APPROVING BUDGET AMENDMENTS FOR JANUARY 2021.

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 21-138

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby approve the following budget amendments for January 2021, this the 26th day of January 2021.

Morgan County Commission
Budget Amendments for Board Approval
January 2021

General Fund	Debit	Credit
00147003 47700 - Revenue	1,500.00	
00152300 50199 - Expenditures		1,500.00
00145051 47951 - Revenue	4,148.00	
00151200 50119 - Expenditures		4,148.00
00159999 62139 - Transfers Out		150.00
00149999 61000 - Prior year Revenue	150.00	
(To amend budget for revenue and expenditures r	not previously budgeted)	

Homeland Security Fund	Debit	Credit
15149999 61110 - Transfer In	150.00	
15152306 50499 - Expenditures		150.00

(To amend budget for revenue and expenditures not previously budgeted)

REVIEW AND APPROVE THE FOLLOWING INVOICE, TOTALING \$37,071.20:

VENDORDESCRIPTIONTOTALReed ContractingNeel VFD Asphalt – D2\$37,071.20

Mr. Randy Vest, member of the Commission, moved for its approval. Upon the same being duly seconded by Mr. Jeff Clark, it was put to a vote and unanimously approved.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO APPROPRIATE \$1,000 TO SYSTEM OF SERVICES TO ASSIST WITH PURCHASE OF HOT WATER HEATER FOR THE COUNTY-OWNED BUILDING, TO BE PAID FROM GENERAL 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 21-139

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to appropriate \$1,000 to System of Services to assist with purchase of hot water heater for the County-owned building, to be paid from General funds, this the 26th day of January 2021.

BE IT FURTHER RESOLVED by the Morgan County Commission of Morgan County, Alabama, that there being no further business to come before the Commission, the same on motion of Mr. Don Stisher, seconded by Mr. Greg Abercrombie, and unanimously carried; the Morgan County Commission is duly adjourned.

These Minutes were approved this the 9th day of February 2021.

RAY LONG, CHAIRMAN

JEFF CLARK, MEMBER

RANDY VEST, MEMBER

DON STISHER, MEMBER

GREG ABERCROMBIE, MEMBER