

MORGAN COUNTY COMMISSION MEETING

The Morgan County Commission of Morgan County, Alabama, convened in a scheduled meeting on Tuesday, August 13, 2024, 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, 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. Absent: Commissioner Don Stisher; Laura Vest, Business Services Coordinator. Mrs. Reeves and Mrs. Smith 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

Erica Smith, Decatur Daily
Alan Host, Chief Deputy Sheriff
Christina Brown, Morgan County Sheriff Office
George Hill, Chief Information Officer
Jeff Chunn, Morgan County Coroner

AGENDA

The Agenda for the meeting of Tuesday, August 13, 2024, had been presented to the Commission for review.

After due consideration, it is therefore ordered by the Commission on motion of Mr. Jeff Clark, 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, July 23, 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 RESCINDING RESOLUTION 23-505 ALLOCATING \$1,500,000 ARPA REVENUE REPLACEMENT FUNDS TO COVER COSTS RELATED TO CONSTRUCTION OF A NEW SENIOR CENTER TO BE LOCATED AT SOUTH PARK IN FALKVILLE, ALABAMA.

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 24-429

RESOLUTION RESCINDING ALLOCATION AND EXPENDITURE OF AMERICAN RESCUE PLAN ACT REVENUE REPLACEMENT FUNDS

WHEREAS, the County has received American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds (“ARPA fund”); and

WHEREAS, the Morgan County Commission (the “Commission”) is charged with ensuring that these funds are expended in accordance with state and federal law; and

WHEREAS, in accordance with the provisions of the final rule published by the United States Department of Treasury dated January 6, 2022, the County has duly elected to designate a standard

allowance of \$10,000,000 of its ARPA funds as revenue replacement (“ARPA revenue replacement funds”); and

WHEREAS, by way of Resolution 23-505, the Commission previously allocated up to \$1,500,000 of the County’s ARPA revenue replacement funds to cover all or part of the costs reasonably related to the construction of a new senior center to be located at South Park in Falkville, Alabama; and

WHEREAS, the Commission has determined, based upon current market conditions, that it would be prudent to spend the County’s ARPA revenue replacement funds for a different project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION to rescind the allocation of up to \$1,500,000 of the County’s ARPA revenue replacement funds to cover all or part of the costs reasonably related to the construction of a new senior center to be located at South Park in Falkville, Alabama, to be used to cover costs on another ARPA eligible project.

IN WITNESS WHEREOF, the Morgan County Commission has caused this Resolution to be executed in its name and on its behalf by its Chair on the 13th day of August 2024.

ADOPT RESOLUTION RESCINDING RESOLUTION 23-508 ALLOCATING \$1,750,000 ARPA REVENUE REPLACEMENT FUNDS TO COVER COSTS RELATED TO REPLACING FIFTY-TWO (52) HEATING AND COOLING UNITS AND REPAIRING COUNTY JAIL ROOF.

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 24-430

RESOLUTION RESCINDING ALLOCATION AND EXPENDITURE OF AMERICAN RESCUE PLAN ACT REVENUE REPLACEMENT FUNDS

WHEREAS, the County has received American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds (“ARPA fund”); and

WHEREAS, the Morgan County Commission (the “Commission”) is charged with ensuring that these funds are expended in accordance with state and federal law; and

WHEREAS, in accordance with the provisions of the final rule published by the United States Department of Treasury dated January 6, 2022, the County has duly elected to designate a standard allowance of \$10,000,000 of its ARPA funds as revenue replacement (“ARPA revenue replacement funds”); and

WHEREAS, by way of Resolution 23-508, the Commission previously allocated up to \$1,750,000 of the County’s ARPA revenue replacement funds to replace fifty-two (52) heating and cooling units, as well as the replacement of the roof on the County Jail; and

WHEREAS, the Commission has determined, based upon current market conditions, that it would be prudent to spend the County’s ARPA revenue replacement funds for a different project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION to rescind the allocation of up to \$1,750,000 of the County’s ARPA revenue replacement funds to cover all or part of the costs reasonably related to HVAC units at the County Jail, to be used to cover costs on another ARPA eligible project.

IN WITNESS WHEREOF, the Morgan County Commission has caused this Resolution to be executed in its name and on its behalf by its Chair on the 13th day of August 2024.

ADOPT RESOLUTION AMENDING RESOLUTION 23-509 ALLOCATING \$5,100,000 ARPA REVENUE REPLACEMENT FUNDS TO COVER A PART OF THE COSTS RELATED TO THE CONSTRUCTION OF AN EVENT CENTER TO BE LOCATED ON UNION HILL ROAD IN COTACO.

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 24-431

AMENDED RESOLUTION FOR THE EXPENDITURE OF AMERICAN RESCUE PLAN ACT REVENUE REPLACEMENT FUNDS FOR GOVERNMENT SERVICES PROJECTS

WHEREAS, the County has received American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds (“ARPA fund”); and

WHEREAS, the Morgan County Commission (the “Commission”) is charged with ensuring that these funds are expended in accordance with state and federal law; and

WHEREAS, in accordance with the provisions of the final rule published by the United States Department of Treasury dated January 6, 2022, the County has duly elected to designate a standard allowance of \$10,000,000 of its ARPA funds as revenue replacement (“ARPA revenue replacement funds”); and

WHEREAS, the County may use ARPA revenue replacement funds to facilitate the provision of government services, including the construction of new community centers in the community; and

WHEREAS, the Commission adopted Resolution 23-509 allocated a portion of the County’s ARPA revenue replacement funds to construct an event center to be located on Union Hill Road in Cotaco for the benefit of the community (the “Project”); and

WHEREAS, the County finds that costs associated with this Project is a necessary, reasonable, and proportionate expenditure of ARPA revenue replacement funds.

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

- 1) The Commission hereby allocates up to \$5,100,000 of the County’s ARPA revenue replacement funds to cover all or part of the costs reasonably related to the construction of an event center to be located on Union Hill Road in Cotaco including, but not limited to, design costs, construction costs, and administrative costs such as advertisement.
- 2) The ARPA Program Manager shall be responsible for ensuring that the project shall be designed and construction in such a way so as not to frustrate the County’s response to COVID-19.
- 3) Any expenditure of these funds 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 the Resolution to be executed in its name and on its behalf by its Chair on the 13th day of August 2024.

ADOPT RESOLUTION AMENDING RESOLUTION 24-320 TO ADD \$600 FOR CURB PAINTING FOR COURTHOUSE PARKING LOT STRIPING AND PAINTING PROJECT.

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 24-432

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby amend Resolution 24-320 adding \$600 for curb painting for Courthouse parking lot striping and painting project, this the 13th day of August 2024.

NEW BUSINESS:

DISCUSS FISCAL YEAR 2024-2025 BUDGET.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO SOLICIT SEALED BIDS FROM THE LOWEST MOST RESPONSIVE BIDDERS MEETING SPECIFICATIONS FOR THE FOLLOWING ITEMS:

- **ITEMS TO BE BID:**
 - **GUARDRAIL (PUBLIC WORKS BID FY2025)**
 - **TRAFFIC STRIPE AND MARKERS (PUBLIC WORKS BID FY2025)**
 - **HOT BITUMINOUS PLANT MIX - IN-PLACE (PUBLIC WORKS BID FY2025)**
 - **LUBRICANTS AND ANTIFREEZE (COMPETITIVE BID FY2025-FY2027)**
 - **TRAFFIC SIGNS AND MATERIALS (COMPETITIVE BID FY2025-FY2027)**
 - **CORRUGATED METAL PIPE (COMPETITIVE BID FY2025-FY2027)**

- **OTHER TERMINATED ANNUAL BID ITEMS (COMPETITIVE BID FY2025-FY2027)**
- **ITEMS TO BE BID FY24-25 WHEN NEED ARISES:**
 - **BITUMINOUS SURFACE TREATMENT (PUBLIC WORKS BID)**
 - **HOT BITUMINOUS PLANT MIX – PLACEMENT (PUBLIC WORKS BID)**
 - **MICRO SURFACING SEAL COAT (PUBLIC WORKS BID)**
 - **CONCRETE PIPE (COMPETITIVE BID)**
 - **LIQUID ASPHALT – CRS2 (COMPETITIVE BID)**

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 24-433

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to solicit sealed bids from the lowest most responsive bidders meeting specifications for the following items, this the 13th day of August 2024:

- Items to be bid:
 - Guardrail (Public Works Bid FY2025)
 - Traffic Stripe and Markers (Public Works Bid FY2025)
 - Hot Bituminous Plant Mix - In-Place (Public Works Bid FY2025)
 - Lubricants and Antifreeze (Competitive Bid FY2025-FY2027)
 - Traffic Signs and Materials (Competitive Bid FY2025-FY2027)
 - Corrugated Metal Pipe (Competitive Bid FY2025-FY2027)
 - Other Terminated Annual Bid Items (Competitive Bid FY2025-FY2027)
- Items to be bid FY24-25 when need arises:
 - Bituminous Surface Treatment (Public Works Bid)
 - Hot Bituminous Plant Mix – Placement (Public Works Bid)
 - Micro Surfacing Seal Coat (Public Works Bid)
 - Concrete Pipe (Competitive Bid)
 - Liquid Asphalt – CRS2 (Competitive Bid)

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO SOLICIT SEALED BIDS FROM THE LOWEST RESPONSIVE BIDDER MEETING SPECIFICATIONS FOR CLEANING SERVICES AT THE FARM SERVICES BUILDING

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 24-434

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to solicit sealed bids from the lowest responsive bidder meeting specifications for cleaning services at the Farm Services building, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO DESIGN, BID, AND CONSTRUCT A SENIOR CENTER AT SOUTH PARK IN FALKVILLE, ALABAMA, WITH AN ESTIMATED BUDGET OF \$1,500,000 USING CAPITAL IMPROVEMENT FUNDS, AND AMEND THE BUDGET ACCORDINGLY.

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 24-435

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to design, bid, and construct a senior center at South Park in Falkville, Alabama, with an estimated budget of \$1,500,000 using Capital Improvement Funds, and amend the budget accordingly, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING JEFF CLARK, DISTRICT 1 COMMISSIONER, TO PURCHASE ONE (1) ALAMO HD 3-PT HITCH FLAIL MOWER, MODEL M5111HDC12-1, FROM HUNTSVILLE TRACTOR & EQUIPMENT UTILIZING SOURCEWELL PURCHASING COOPERATIVE CONTRACT #TK 070821-AGI-1 IN THE AMOUNT OF 11,787.95 INCLUDING DELIVERY AND ASSEMBLY, TO BE PAID FROM DISTRICT 1 ROAD & 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 24-436

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 one (1) Alamo HD 3-Pt Hitch Flail Mower, Model M5111HDC12-1, from Huntsville Tractor & Equipment utilizing Sourcewell Purchasing Cooperative Contract #TK 070821-AGI-1 in the amount of 11,787.95 including delivery and assembly, to be paid from District 1 Road & Bridge funds, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO RENEW AGREEMENT WITH NORTH ALABAMA CHEMICAL FOR JANITORIAL SUPPLIES FOR ONE (1) ADDITIONAL YEAR EXPIRING SEPTEMBER 30, 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. Randy Vest, it was put to a vote and unanimously adopted to wit:

RESOLUTION 24-437

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to renew agreement with North Alabama Chemical for janitorial supplies for one (1) additional year expiring September 30, 2025, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING GREG BODLEY, COUNTY ENGINEER TO SIGN AND SUBMIT FEDERAL, STATE AND LOCAL PERMITS ON BEHALF OF MORGAN COUNTY FOR VARIOUS COUNTY PROJECTS.

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 24-438

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize Greg Bodley, County Engineer to sign and submit federal, state and local permits on behalf of Morgan County for various county projects, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AND SIGN BUSINESS PROPOSAL WITH JOE WHEELER FLASH FIBER FOR INTERNET SERVICE AT MORGAN COUNTY SERVICE CENTER EAST AND MORGAN COUNTY SERVICE CENTER HARTSELLE AT A MONTHLY COST OF \$79.95 AND \$249.95, RESPECTIVELY, AS REQUESTED BY GEORGE HILL, CHIEF INFORMATION OFFICER.

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 24-439

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to accept and sign Business Proposal with Joe Wheeler Flash Fiber for internet service at Morgan County Service Center East and Morgan County Service Center Hartselle at a monthly cost of \$79.95 and \$249.95, respectively, as requested by George Hill, Chief Information Officer, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO APPROVE REQUEST FROM ADONIS WHITLOW, BOARD OF REGISTRARS, TO CONTRACT WITH LABOR SOURCE FOR TEMPORARY EMPLOYEE.

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 24-440

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to approve request from Adonis Whitlow, Board of Registrars, to contract with Labor Source for temporary employee, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO ACCEPT AMENDED AGREEMENT FROM THE ALABAMA DEPARTMENT OF YOUTH SERVICES AGENCY INCREASING THE NUMBER OF YOUTH AGENCY SERVICES BEING PROVIDED FOR THE REMAINDER OF FISCAL YEAR 2023-2024, AS REQUESTED BY MICHELLE BIRDWELL, CHIEF JUVENILE PROBATION OFFICER.

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 24-441

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to accept amended agreement from the Alabama Department of Youth Services Agency increasing the number of youth agency services being provided for the remainder of Fiscal Year 2023-2024, as requested by Michelle Birdwell, Chief Juvenile Probation Officer, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN, ON BEHALF OF MICHELLE BIRDWELL, CHIEF JUVENILE PROBATION OFFICER, TO EXECUTE THE LONG-TERM DETENTION SUBSIDY CONTRACT WITH THE ALABAMA DEPARTMENT OF YOUTH SERVICES, EFFECTIVE OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025.

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 24-442

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman, on behalf of Michelle Birdwell, Chief Juvenile Probation Officer, to execute the Long-Term Detention Subsidy Contract with the Alabama Department of Youth Services, effective October 1, 2024 through September 30, 2025, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO EXECUTE THE AGREEMENT WITH ELECTION SYSTEMS & SOFTWARE, LLC FOR ALL 2024 ELECTIONS AT A COST OF \$36,920.50 TO BE PAID OUT OF THE MORGAN COUNTY PROBATE ELECTION BUDGET 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 24-443

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to execute the agreement with Election Systems & Software, LLC for all 2024 Elections at a cost of \$36,920.50 to be paid out of the Morgan County Probate Election Budget and amend budget accordingly, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING SEAN DAILEY, PARKS & RECREATION DIRECTOR, TO PURCHASE ONE (1) 2021 TOYOTA TACOMA, VIN #3TYAZ5CN2MT011524, FROM SERRA TOYOTA OF DECATUR UTILIZING THE USED AND PROGRAM VEHICLES AGREEMENT, IN THE AMOUNT OF \$32,415.50, 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 24-444

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize Sean Dailey, Parks & Recreation Director, to purchase one (1) 2021 Toyota Tacoma, VIN #3TYAZ5CN2MT011524, from Serra Toyota of Decatur, utilizing the Used and Program Vehicles Agreement, in the amount of \$32,415.50, and amend budget accordingly, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO DECLARE JUDGES' BENCH FROM COURTROOM 100 AS SURPLUS AND DONATE TO HORTON HOUSE MUSEUM.

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 24-445

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to declare judges' bench from Courtroom 100 as surplus and donate to Horton House Museum, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO APPROVE QUOTE FROM ALABAMA CORRECTIONAL INDUSTRIES TO PURCHASE NEW JUDGES' BENCH FOR COURTROOM 100 AT A COST OF \$26,560 USING CONTINGENCY FUNDS, 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. Jeff Clark, it was put to a vote and unanimously adopted to wit:

RESOLUTION 24-446

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to approve quote from Alabama Correctional Industries to purchase new judges' bench for Courtroom 100 at a cost of \$26,560 using Contingency Funds, and amend budget accordingly, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE COMMISSION TO APPOINT ZAC WATTS TO THE MORGAN COUNTY-DECATUR FARMERS MARKET BOARD, REPLACING RECENTLY VACATED SEAT, FOR THE DURATION OF TERM EXPIRING JANUARY 12, 2025.

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 24-447

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Commission to appoint Zac Watts to the Morgan County-Decatur Farmers Market Board, replacing recently vacated seat, for the duration of term expiring January 12, 2025, this the 13th day of August 2024.

ADOPT RESOLUTION AUTHORIZING THE COMMISSION TO APPOINT SEAN DAILEY AS MORGAN COUNTY'S REPRESENTATIVE ON THE COMMUNITY ACTION PARTNERSHIP OF NORTH ALABAMA BOARD, REPLACING SANDRA ADAMS WHO RECENTLY RETIRED, FOR THE DURATION OF TERM EXPIRING JANUARY 1, 2028.

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 24-448

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Commission to appoint Sean Dailey as Morgan County's representative on the Community Action Partnership of North Alabama Board, replacing Sandra Adams who recently retired, for the duration of term expiring January 1, 2028, this the 13th day of August 2024.

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

- **ASSESSMENT CLERK, GRADE A01 (\$14.88-\$19.16) – LICENSE**
- **MECHANIC, GRADE B06 (\$22.49-\$28.95) - DISTRICT 1**
- **EQUIPMENT OPERATOR, GRADE B05 (\$20.73-\$26.67) – DISTRICT 1**
- **EQUIPMENT OPERATOR, GRADE B05 (\$20.73-\$26.67) - DISTRICT 2**
- **LABORER, GRADE B01 (\$14.95-\$19.25) – DISTRICT 4**
- **PART-TIME GROUNDSKEEPER, \$12.75 – PARKS & RECREATION**

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 24-449

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 13th day of August 2024:

- Assessment Clerk, Grade A01 (\$14.88-\$19.16) – License
- Mechanic, Grade B06 (\$22.49-\$28.95) - District 1
- Equipment Operator, Grade B05 (\$20.73-\$26.67) – District 1
- Equipment Operator, Grade B05 (\$20.73-\$26.67) - District 2
- Laborer, Grade B01 (\$14.95-\$19.25) – District 4
- Part-time Groundskeeper, \$12.75 – Parks & Recreation

ADOPT RESOLUTION AUTHORIZING THE CHAIRMAN TO AMEND JOB DESCRIPTIONS FOR THE FOLLOWING JOB CLASS CODES:

- **2801 DIRECTOR OF PARKS & RECREATION**
- **1303 OUTREACH COORDINATOR**

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 24-450

BE IT RESOLVED by the Morgan County Commission of Morgan County, Alabama, that the Commission does hereby authorize the Chairman to amend job descriptions for the following job class codes, this the 13th day of August 2024:

- 2801 Director of Parks & Recreation
- 1303 Outreach Coordinator

Classification Title:

**Director-Parks & Recreation
Class Code 2801**

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform administrative/managerial functions associated with overseeing department operations, recreational/athletic programs, parks/grounds maintenance, adult (senior) programs, and senior/event center maintenance.

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:

- Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals; interviews candidates for employment; provides training to new employees.
- Oversees daily operations and activities of the Parks & Recreation department; oversees all services of the Aging program.
- Prepares departmental budget; monitors expenditures; reviews invoices and processes for payment.
- Establishes departmental goals and objectives; implements established guidelines, regulations and policies.
- Responsible for documentation related to personnel actions; reviews/approves timesheets and forwards as appropriate.
- Attends and/or conducts meetings as appropriate; attends education tracks, conferences, workshops and training sessions related to programs and services.
- Receives various documentation; reviews, processes, responds, forwards, maintains, and/or takes other action as appropriate.
- Responds to questions, complaints and requests for information from County officials, employees, and the general public.
- Maintains an awareness of new trends, advances, applicable laws/regulations and procedures in the profession; maintains professional affiliations; reads professional literature; attends workshops and training sessions as appropriate.
- Uses knowledge of various software programs to operate a computer in an effective and efficient manner.

FACILITIES:

- Provides input in planning, design and construction of park facilities and senior/event centers.
- Inspects parks and senior/event facilities for safety, cleanliness, and protection of county property.
- Coordinates use of department buildings, athletic fields, and related facilities; reserves county facilities for use as requested.
- Assists in preparation and review of blueprints, architectural drawings, and construction plans related to department projects.
- Responsible for the inventory and maintenance of departmental supplies and equipment; initiates orders for new or replacement materials.
- Set up herbicide, insecticide, fertilize program quarterly/annually to address needs of type of grasses for each park.
- Performs, oversees, and maintains inventory (equipment and automobile) for each park and senior/event center and keeps commission informed of changes to inventory.
- Responsible for maintaining all equipment within park and senior/event center budget and in accordance with all laws.
- Responsible for ensuring the overall appearance of each park and senior/event center is neat, clean, and manicured

PROGRAMS:

- Directs, initiates, and coordinates all parks and recreation programs; coordinates sporting and recreational activities; coordinates and approves scheduling of activities; coordinates special events

- and activities.
- Coordinates long- and short-range departmental goals to meet needs of the community; evaluates adequacy of present programs; makes recommendations.
 - Coordinates/schedules league activities; prepares league guidelines/rules; administers league formats.
 - Responsible for concession stand activities, supplies, expenditures, maintenance, etc.
 - Provides data for the preparation of grant applications.
 - Communicates with the public concerning department services and goals; promotes programs, activities, services, etc., to the public and the media.
 - Works with and develops working relationships with existing Community Park and Recreation organizations with all aspects of programs and maintains current communications with each organization.
 - Contracts/secures transportation services to meet program requirements for transporting participants to/from the senior centers and delivery of meals to home-bound program participants in order to comply with program requirements of the Alabama Department of Senior Services and the United State Department of Agriculture.
 - Publicize Aging Program to increase community awareness and program participation.
 - Responsible for fulfilling contract requirements with North Central Alabama Regional Council of Governments (NARCOG) in order to provide services to elderly county residents.
 - Oversees the coordination of programs and activities for senior center participants; participates in activities and provides assistance as needed.
 - Initiates contact with potential new clients to the program to introduce program services.
 - Performs other related duties as required.

MINIMUM QUALIFICATIONS

Bachelor’s Degree required; three to five years of progressive management experience in customer service, community services, parks/recreational programs and administration, or a related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Require possessing and maintaining a current Alabama Driver’s License is required.

MINIMUM QUALIFICATIONS

Bachelor’s Degree required; three to five years of progressive management experience in customer service, community services, parks/recreational programs and administration, or a related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Require possessing and maintaining a current Alabama Driver’s License is required

MINIMUM REQUIREMENTS

PHYSICAL REOUIREMENTS: Must be able to operate a variety of machinery and equipment including a computer, printer, copy and facsimile machines, calculator, and telephone. May require the ability to operate a motor vehicle. Physical demand requirements are at levels of those for light to medium 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 contracts, procedural manuals and reference manuals.

INTERPERSONAL COMMUNICATION: Requires the ability to speak with and/or signal people to convey or exchange administrative, marketing, and personnel-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, marketing, and personnel-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.

INTELLIGENCE: Requires the ability to learn and understand relatively complex administrative and personnel 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, to explain procedures, and to follow verbal and written instructions.

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

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 and to operate motor vehicles.

MANUAL DEXTERITY: Requires the ability to handle a variety of items, office equipment, control knobs,