

April 12, 2016

The Dale County Commission convened its regular meeting on Tuesday, April 12, 2016. The following members were present: Mark Blankenship, Chairman; District One Commissioner Chris Carroll; District Two Commissioner Steve McKinnon; District Three Commissioner Charles W. Gary and District Four Commissioner James W. Strickland.

WORK SESSION

Chairman Blankenship called the work session to order at 10:00 a.m. The following items were on the work session agenda for discussion and/or information:

Minutes -

1. Approve Minutes of March 22, 2016 Regular Meeting

Employment –

2. Human Resources Director – Miller
3. Commission Clerk – Glaze
4. Probate Clerk – Hall moving from part-time to full-time
5. Classification Plan – Revisions for Grades V, VI, and XI
6. Job Descriptions
 - Grade V, Road Maintenance Tech I
 - Grade VI, Road Maintenance Tech II

Added Salary increase for Sheriff Deputy Benefield

Other Business –

7. Work Requests
 - Town of Newton
 - Ariton Lagoon
8. Authority for County Engineer to sign NRCS EWP Agreement
9. Travel Requests
 - AAAO District Meeting
 - 2016 CIMS Conference
 - ACCA Annual Conference
10. Memorandum of Warrants

Added

- Surplus Vehicles
- Sheriff's Office: 2005 Tahoe
 - County Engineer: Trailer, Low Boy and Tractor Truck

Information/Discussion –

11. Info – Temporary Hire, Process Server; Gil replacing Willis
12. Info – Procedures for Municipalities to Request Use of Voting Machines
13. Info – Completion of Loan with Friend Bank for new trucks
14. Info – Tax Abatements Granted to CAE at Dothan Airport
15. Info – AUSA Chapter Meeting
16. Discussion – Maintenance of Stanford Hill Road, Newton
17. Discussion – Tower Site update

Added Flood Damage Prevention Ordinance

Added ACCA County Day on April 19, 2016

Added Economic Development Corporation Meeting

Added Funding Application for Emergency Operation Center

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VOTING SESSION

Chairman Blankenship called the voting session to order at 11:00 a.m. Commissioner Strickland opened with the Pledge to Allegiance. Commissioner Carroll followed with prayer.

MINUTES – March 22, 2016 REGULAR SESSION

Commissioner Gary made a motion to approve the minutes of the March 22, 2016 regular session. Commissioner Strickland seconded the motion. All voted aye. Motion carried.

APPROVED – EMPLOYMENT – HUMAN RESOURCE DIRECTOR – MILLER

Commissioner Carroll made a motion to approve the employment of Ms. Kira Miller as the Human Resource Director, Grade XI, at a salary of \$16.83/hour, effective April 18, 2016. Commissioner McKinnon seconded the motion. All voted aye. Motion carried.

APPROVED – EMPLOYMENT – COMMISSION CLERK – GLAZE

Commissioner Gary made a motion to approve the employment of Ms. Sheila Glaze as the Commission Clerk, Grade XI, at her current salary of \$16.85/hour, effective April 1, 2016. Commissioner McKinnon seconded the motion. All voted aye. Motion carried.

APPROVED – EMPLOYMENT – PROBATE CLERK – HALL

Commissioner Strickland made a motion to approve the employment of Ms. Reba Hall as a full-time employee as a Probate Clerk, Grade VI, at a salary of \$11.00/hour, effective April 13, 2016. Commissioner McKinnon seconded the motion. All voted aye. Motion carried.

APPROVED – CLASSIFICATION PLAN – #2016-04-12-01

Commissioner McKinnon made a motion to approve the revisions to the Dale County Classification Plan, October 2015 – September 2016 that include addition of the Road Maintenance Technician I position to Grade V, addition of the Road Maintenance Technician II position to Grade VI, and addition of the Human Resource Director position to Grade XI. Commissioner Carroll seconded the motion. All voted aye. Motion carried.

APPROVED – JOB DESCRIPTION – ROAD MAINTENANCE TECH I & II

Commissioner Strickland made a motion to approve the Job Description for Road Maintenance Tech I with a grade change from IV to V and the Job Description for Road Maintenance Tech II with a grade change from V to VI. Commissioner Gary seconded the motion. All voted aye. Motion carried.

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APPROVED – SALARY INCREASE – BENEFIELD

Commissioner Strickland made a motion to approve the salary increase for Mr. Randy Benefield to \$11.50/hour as the 3rd Transport Officer, effective April 27, 2016, based on his successful completion of The Alabama Minimum Standards Course at the Northeast Alabama Police Academy on April 7, 2016. Commissioner Carroll seconded the motion. All voted aye. Motion carried.

APPROVED – WORK REQUEST – NEWTON

Commissioner Gary made a motion to approve the Work Request for work on Bay Street at an estimated cost of \$7,800.00; Town of Newton will reimburse the full cost. Commissioner Strickland seconded the motion. All voted aye. Motion carried.

APPROVED – WORK REQUEST – ARITON

Commissioner Carroll made a motion to approve the Work Request to complete a one-time mowing of the area around the Ariton Lagoon at an estimated cost of \$1,084.00. Dale County will pay the full cost on a one-time basis from the General Fund. Commissioner McKinnon seconded the motion. All voted aye. Motion carried.

APPROVED – AUTHORITY TO SIGN NRCS EWP AGREEMENT – #2016-04-12-2

Commissioner Gary made a motion to approve the authorization for the County Engineer to sign the Natural Resources Conservation Service (NRCS) EWP Notice of Grant and Agreement Award for the Emergency Watershed Protection (EWP) Program, Award 68-4101-16-200, for work on the County Road 560 bridge. Commissioner Carroll seconded the motion. All voted aye. Motion carried.

APPROVED – TRAVEL REQUESTS

Commissioner McKinnon made a motion to approve the Travel Requests to attend the following scheduled events:

- Alabama Association of Assessing Officials (AAAO) District Meeting on April 14, 2016 by five representatives from the Revenue Commissioner's Office, estimated at no cost
- 2016 County Information Management System (CIMS) conference on June 23-24 2016 by three representatives from the Road and Bridge Department, estimated at a cost of \$ 3,789.00
- Association of County Administrators of Alabama (ACAA) Annual Conference on May 11-12, 2016 by the County Administrator, estimated at a cost of \$830.00

Commissioner Carroll seconded the motion. All voted aye. Motion carried.

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APPROVED – SURPLUS VEHICLES

Commissioner Strickland made a motion to approve the request to declare the following vehicles as surplus for proper disposal/disposition by the County:

- A 2005 Chevrolet Tahoe, VIN 31GNEC13T45J158939, used by the Sheriff's Office; recommended transfer to the Alabama Board of Pardons and Paroles
- A Low Boy Trailer, Non-tilt 25 Ton M127A1, VIN A1092, and a GMC Tractor Truck, VIN 4V1BAB0F4NN653242, used by the Road and Bridge Department, disposition to be in accordance with the regulations affecting 1033 equipment

Commissioner Gary seconded the motion. All voted aye. Motion carried.

APPROVED – BUDGET ADJUSTMENT – EMERGENCY MANAGEMENT AGENCY (EMA)

Commissioner McKinnon made a motion to adjust the EMA budget based on the application approved by the Wiregrass Resource Conservation & Development Council for \$6,000.00 to support project work on the Emergency Operation Center. Commissioner Carroll seconded the motion. All voted aye. Motion carried.

APPROVED – INCREASE IN SERVICE FEES FOR FRIEND BANK LOAN TO FINANCE NEW TRUCKS

Commissioner McKinnon made a motion to adjust the amount of the loan with Friend Bank for the new Road & Bridge trucks, approved at the Commission meeting on 22 March 2016, by an increase of \$374.50 to account for the final loan fees determined after the Commission approved the loan amount. Commissioner Gary seconded the motion. All voted aye. Motion carried.

MEMORANDUM OF WARRANTS

Commissioner Gary made a motion to approve the memorandum of warrants. (Payroll check numbers 154254-154258, Payroll direct deposit numbers 19580-19714, and Accounts Payable check numbers 72519-72677). Commissioner Strickland seconded the motion. All voted aye. Motion carried.

ANNOUNCEMENT – NEXT REGULAR MEETING

Chairman Blankenship announced that the next regular meeting of the Dale County Commission would be Tuesday, April 26, 2016 at 10:00 a.m.

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ADJOURNMENT: CONFIRMATORY STATEMENT

Commissioner Strickland made a motion to adjourn the meeting. Commissioner Gary seconded the motion. All voted aye. Motion carried.

It is hereby ordered the foregoing documents, resolutions, etc., be duly confirmed and entered into the minutes of the Dale County Commission as its official actions.

Mark Blankenship, Commission Chairman

Chris Carroll, Commissioner
District # 1

Charles W. Gary, Commissioner
District # 3

Steve McKinnon, Commissioner
District # 2

James W. Strickland, Commissioner
District # 4