



Dale County Commission

Commission Meeting Minutes – August 12, 2025

The Dale County Commission convened in a regular session Tuesday, August 12, 2025, the following members were present: Chairman Steve McKinnon; District One Commissioner Chris Carroll; District Two Commissioner Donald O. Grantham; District Three Commissioner Adam Enfinger; and District Four Commissioner Frankie Wilson.

Chairman McKinnon called the meeting to order at 10:00am. Commissioner Carroll opened with prayer. Commissioner Wilson followed with the Pledge of Allegiance.

APPROVED – AGENDA, MINUTES & MEMORANDUM OF WARRANTS

Commissioner Carroll made a motion to approve the agenda.

Memorandum of Warrants:

- Accounts Payable Check Numbers: 102964– 103165.
- Payroll Check Numbers: 155044 – 155049.
- Direct Deposit Check Numbers: 433456 - 433608.

Minutes: Commission Meeting of July 22, 2025.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

APPROVED – CAPITAL EXPENSE

Commissioner Wilson made a motion to approve the expense from Fund 116 for a pole barn at the Training Facility. See Exhibit 1.

Commissioner Enfinger seconded the motion, all voted aye. Motion carried.

APPROVED – LEVEL PLAINS WORK REQUEST

Commissioner Grantham made a motion to approve a work request for the Town of Level Plains. See Exhibit 2.

Commissioner Enfinger seconded the motion, all voted aye. Motion carried.

APPROVED – LETTER OF SUPPORT

Commissioner Carroll made a motion to approve a letter of support for SE AL Court Services. See Exhibit 3.

Commissioner Enfinger seconded the motion, all voted aye. Motion carried.

APPROVED – PINCKARD WORK REQUEST

Commissioner Wilson made a motion to approve a work request for the Town of Pinckard. See Exhibit 4.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

APPROVED – INMATE COMMUNICATIONS AGREEMENT

Commissioner Enfinger made a motion to approve an inmate communication agreement. See Exhibit 5.

Commissioner Wilson seconded the motion, all voted aye. Motion carried.

APPROVED – CLASSIFICATION & PAY PLAN

Commissioner Carroll made a motion to approve changes to job descriptions for the Reappraisal department. See Exhibit 6.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

APPROVED – JAIL AD VALOREM EXPENSE

Commissioner Grantham made a motion to approve an expense for a ladder to be paid from Fund 151. See Exhibit 7.

Commissioner Carroll seconded the motion, all voted aye. Motion carried.

APPROVED – SPONSORSHIP

Commissioner Wilson made a motion to approve a \$500. sponsorship for the South AL Pro Rodeo Classic. See Exhibit 8.

Commissioner Carroll seconded the motion, all voted aye. Motion carried.

APPROVED – JAIL AD VALOREM EXPENSE

Commissioner Grantham made a motion to approve an expense for an intercom system to be paid from Fund 151. See Exhibit 9.

Commissioner Carroll seconded the motion, all voted aye. Motion carried.

ANNOUNCEMENT – NEXT REGULAR MEETING

Chairman McKinnon announced that the next regular meeting of the Dale County Commission will be Tuesday, August 26, 2025, at 10:00am.

ADJOURNMENT: CONFIRMATORY STATEMENT

Commissioner Wilson made a motion to adjourn the meeting. Commissioner Enfinger 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.



Steve McKinnon, Chairman

TO: Matt Murphy
Dale County Road & Bridge
1725 Co Rd 30
Ozark, AL 36360
334-774-5875

[illegible]

JOSE GOMEZ CONSTRUCTION LLC 47 ALEXSHIPMAN RD | CLIO, AL 36017 | PHONE: 334-344-0669 |

Work Request Form
Dale County Road & Bridge Department

Government Entity: Town of Level Plains

Date Requested: 8/4/2025

Requested by: Donald Grantham

Project Location: County Road 109

Description of Work: Change speed limit sign

Cost Estimate: \$200.00

(to be completed by County
Engineer and/or personnel)

Road and Bridge Reimbursement Options:

- | | |
|-------------------|--|
| <u>X</u> | 1. 100% by the requesting entity |
| <u> </u> | 2. 50% General Fund /50% requesting entity |
| <u> </u> | 3. 100% by the General Fund |

Commission Meeting Date: 8/12/2025

Approved (Y/N):

NOTE: Responsible party will be invoiced the actual county cost for labor,
equipment use and materials. Equipment use cost is based on Blue Book rates.



City of Level Plains

1708 Joe Bruer Road • Daleville, Alabama 36322
Office: (334) 347-0422 • Fax (334) 598-1455

Ronnie Thompson • Mayor

Barbara Furniss City Clerk

Council Members:
Arnellus Burrows
Debra Willingham
Alinda Achman
James Crowder
Gregory Eldridge

July 16, 2025

Dear Commissioners,

On behalf of the City of Level Plains, I am writing to formally request a reduction in the posted speed limit on County Road 109 within our city limits. Specifically, we ask that the current speed limit be lowered to 35 miles per hour.

This request arises out of growing concerns from our residents regarding the safety of motorists, children and pedestrians who utilize this stretch of road daily.

We believe that this change aligns with the shared goals of promoting public safety and ensuring responsible traffic management across Dale County. The City of Level Plains stands ready to coordinate with your office and any relevant departments to facilitate this adjustment as efficiently as possible.

Thank you for your attention to this matter and for your continued partnership in serving the citizens of Dale County.

Sincerely,

Ronnie Thompson
Mayor, City of Level Plains



DALE COUNTY COMMISSION

Commission Chairman
Steve McKinnon

Commissioners
Chris Carroll
Donald O. Grantham
Adam Enfinger
Frankie Wilson

District 1
District 2
District 3
District 4

County Administrator
Cheryl Ganey

August 12, 2025

David Lamar
AL Department of Corrections
Community Corrections
301 S. Ripley St.
Montgomery, Alabama 36130

Dear Mr. Lamar,

This letter is to confirm our continued support for Southeast Alabama Court Services (SEALCS) and the Dale County Community Corrections Program.

This program provides a valuable opportunity for our courts to grant alternative sentencing to deserving defendants in our court system.

SEALCS provides case management, short-term and long-term treatment referral, and access for those defendants needing interventions for mental health concerns and substance abuse. This approach to criminal behavior in our community serves to rehabilitate rather than merely incarcerate individuals and helps improve public safety and reduce recidivism.

We are pleased to have this program available in the county.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steve McKinnon".

Steve McKinnon
Dale County Commission Chairman

Work Request Form
Dale County Road & Bridge Department

Government Entity: Town of Pinckard

Date Requested: 7/30/2025

Requested by: Bobby Borland

Project Location: 118 Ranah Dr.

Description of Work: Asphalt Patching

Cost Estimate: \$500.00

(to be completed by County

Engineer and/or personnel

Road and Bridge Reimbursement Options:

- | | |
|-------------------|--|
| <u>X</u> | 1. 100% by the requesting entity |
| <u> </u> | 2. 50% General Fund /50% requesting entity |
| <u> </u> | 3. 100% by the General Fund |

Commission Meeting Date: 8/12/2025

Approved (Y/N):

NOTE: Responsible party will be invoiced the actual county cost for labor, equipment use and materials. Equipment use cost is based on Blue Book rates.

Town of Pinckard

Bobby Borland
Mayor

Town Hall
(334)983-3517
Pinckardclerk@troycable.net

1301 East Highway 134
Post Office Box 202
Pinckard, AL 36371

Court
(334)873-2135
Pinckardmagistrate@troycable.net

Water Department
(334)983-3517
Waterclerk@troycable.net

Dear Mr. Murphy,

This is a formal request asking the Dale County Commission to approve the work order for the job you and I have viewed and discussed on 118 Ranah Drive in Pinckard, Alabama.

We are requesting the county do the work and we will pay for the amount it takes to complete the job.

Sincerely,



Bobby Borland, Mayor
Town of Pinckard



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July 23, 2025

(sent via e-mail)

Inmate Calling Solutions, LLC
d/b/a ICSolutions
Attn: Chris Markham
2200 Danbury Street
San Antonio, Texas 78217

Dear Mr. Markham:

As you are aware, the inmate communication service agreement currently in place between ICSolutions and Dale County Commission (hereinafter referred to as Dale County) is due to expire on July 25, 2025. On behalf of Dale County, Praeses hereby notifies ICSolutions of Dale County's intent to extend the agreement at the same terms and conditions on a month-to-month basis, not to exceed Three Hundred and Sixty-Five (365) days, past the expiration date. This is not notification to remove any equipment from Dale County's facilities.

Please provide your acknowledgement and agreement for the month-to-month extension by signing below and returning a copy by email to jaimie.rice@praeses.com. Your attention to this matter is greatly appreciated.

Sincerely,

Jaimie Rice
Praeses, LLC
Sr. National Accounts Manager

Read and Agreed to:

Inmate Calling Solutions, LLC d/b/a ICSolutions

cc: Cheryl Ganey, Dale County
Cody Wolfe - Praeses

Changes to Personal Property Appraiser Job Descriptions

- Change name to Personal Property Appraiser in lieu of County Appraiser.
- Change job descriptions for I, II, & III to match State's description of these positions.
- Change pay grade for Personal Property Appraiser I to (9) in lieu of (8).
- Change pay grade for Personal Property Appraiser II to (10) in lieu of (9).

Personal Property Appraiser I

Division	Department	Location
	Appraisal and Mapping	Dale County Commission

Reports To

Appraisal and Mapping Administrator

Job Summary

Under the direct supervision of the Mapping and Appraisal Administrator or other senior appraisal staff, the Personal Property Appraiser I performs business personal property discovery, appraisals, and physical inspections to ensure the accurate and lawful valuation and collection of tax revenue in the county. The Personal Property Appraiser I also assists in the auditing of small to medium size businesses which distinguishes this position from that of Appraiser Trainee. Performs other duties as assigned by the supervisor.

Job Functions

- A. Discovery: Identifies all businesses within the taxing jurisdiction using all available sources, including but not limited to: real property appraisal reports and property record cards; state; county and city business licenses and sales tax accounts; telephone directories; news media; and physical canvass.
- B. Administration: Compiles and maintains an accurate listing of all businesses within the taxing jurisdiction. Ensures that each business is mailed a Business Personal Property Return. Mails demand notices to all taxpayers not filing by December 31 of each year.
- C. Appraisal: Calculates the market value of personal property using the cost approach of Grid method as outlined in the Alabama Personal Property Appraisal Manual.
- D. Auditing: Performs review audits on every return filed each year and telephone audits as needed. Assists in the performance of physical inspection audits, detailed desk audits, and detailed on-site audits of small to medium size businesses.
- E. Physical Inspections: Assists in the performance of on-site physical inspections of the assets located at each business. Compares listing of asses as reported by the taxpayer on their Personal Property Return with asses as observed during inspections. Gathers necessary information to accurately list all observed assets. Makes appropriate adjustments so that all assets are correctly assessed.

Personal Property Appraiser I

Duties and Responsibilities

- Knowledge of mathematics to include addition, subtraction, multiplication, division, and percentages as needed to calculate data such as personal property market values, assessed values and taxes.
- Knowledge of accounting and auditing principles and procedures.
- Knowledge of accounting data processing systems.
- Knowledge of standard business and financial records.
- Ability to detect accounting and reporting irregularities.
- Ability to read and comprehend legal documents, state and federal laws and regulations, court decisions and business records.
- Ability to communicate orally with individuals such as coworkers, taxpayers, taxpayer agents, government officials and attorneys to obtain and provide information.
- Ability to prepare audit reports of small to medium size businesses.
- Establish and maintain effective working relationships with taxpayers and coworkers.
- Operate a computer and software such as database, spreadsheets, and word processing as needed to analyze and compile data.
- Ability to operate field mapping and appraisal equipment.
- Must be 21 years of age and maintain a valid Alabama driver's license.

Education and experience requirements

- Highschool Diploma required. Associate Degree preferred in business administration, accounting, taxation, law, property valuation or related fields. Prior Appraisal training and/or closely related experience may be considered.
- Must have successfully completed the Alabama Department of Revenue Property Tax Education and Certification Program course: Alabama IX/ Alabama Personal Property Appraisal Manual.

Personal Property Appraiser I

Supervisory Responsibilities

Physical Demands

Standing	Walking	Sitting
Up to 33%	33 - 66%	33 - 66%
Stooping, Kneeling, Crouching,	Climbing or Balancing	
Up to 33%	Up to 33%	
Use Hands to Finger, Handle,	Reaching with Hands and Arms	
More than 66%	33 - 66%	
Tasting or	Talking or Hearing	
Up to 33%	Up to 33%	

Lifting	Up to 10lbs	Up to 25lbs	Up to 50lbs	Up to 100lbs	More than
	More than 66%	33 - 66%	Up to 33%	Up to 33%	Up to 33%
Vision	Close Vision	Distance Vision	Depth Perception	Ability to Adjust	
Color Vision		Peripheral Vision	No Special Vision Requirements		

Noise	Very Quiet	Quiet	Moderate	Loud Noise	Very Loud Noise
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Specific Noise Duties

Exposure to office and field environment.

Comments

Must be willing to work overtime as needed. Must be willing to travel as required for inspections and to training sessions and seminars. May need to use own automobile for travel if required.

Date

Personal Property Appraiser II

Division	Department	Location
	Appraisal and Mapping	Dale County Commission

Reports To

Appraisal and Mapping Administrator

Job Summary

Under the direct supervision of the Mapping and Appraisal Administrator or other senior appraisal staff, the Personal Property Appraiser II performs business personal property discovery, appraisals, and physical inspections to ensure the accurate and lawful valuation and collection of tax revenue in the county. Positions in this class are distinguished from the Appraiser I by ability to perform more complex appraisals, audits of larger businesses and the exercise of more independent judgement regarding appraisal situations. Performs other duties as assigned by the supervisor.

Job Functions

- A. **Discovery:** Identifies all businesses within the taxing jurisdiction using all available sources, including but not limited to: real property appraisal reports and property record cards; state; county and city business licenses and sales tax accounts; telephone directories; news media; and physical canvass.
- B. **Administration:** Compiles and maintains an accurate listing of all businesses within the taxing jurisdiction. Ensures that each business is mailed a Business Personal Property Return. Mails demand notices to all taxpayers not filing by December 31 of each year.
- C. **Appraisal:** Calculates the market value of personal property using the cost approach of Grid method as outlined in the Alabama Personal Property Appraisal Manual.
- D. **Auditing:** Performs review audits on every return filed each year and telephone audits as needed. Performs physical inspection audits, detailed desk audits, and detailed on-site audits of businesses within the taxing jurisdiction.
- E. **Physical Inspections:** Assists in the performance of on-site physical inspections of the assets located at each business. Compares listing of asses as reported by the taxpayer on their Personal Property Return with asses as observed during inspections. Gathers necessary information to accurately list all observed assets. Makes appropriate adjustments so that all assets are correctly assessed.

Personal Property Appraiser II

Duties and Responsibilities

- Knowledge of mathematics to include addition, subtraction, multiplication, division, and percentages as needed to calculate data such as personal property market values, assessed values and taxes.
- Knowledge of accounting and auditing principles and procedures.
- Knowledge of accounting data processing systems.
- Knowledge of standard business and financial records.
- Ability to detect accounting and reporting irregularities.
- Knowledge of current laws, methods, procedures, and practices of business personal property appraisal as outlines in the Alabama Personal Property Appraisal Manual.
- Ability to read and comprehend legal documents, state and federal laws and regulations, court decisions and business records.
- Ability to communicate orally with individuals such as coworkers, taxpayers, taxpayer agents, government officials and attorneys to obtain and provide information.
- Ability to prepare complex audit reports.
- Establish and maintain effective working relationships with taxpayers and coworkers.
- Operate a computer and software such as database, spreadsheets, and word processing as needed to analyze and compile data.
- Ability to operate field mapping and appraisal equipment.
- Must be 21 years of age and maintain a valid Alabama driver's license.

Education and experience requirements

- Highschool Diploma required. Associate degree preferred in business administration, accounting, taxation, law, property valuation or related fields. Prior Appraisal training and/or closely related experience may be considered.
- Must have minimum 18months practical appraisal experience and auditing experience involving extensive personal property valuation.
- Must also have completed all requirements for Personal Property Appraiser I.

Personal Property Appraiser II

Supervisory Responsibilities

Physical Demands

Standing	Walking	Sitting
Up to 33%	33 - 66%	33 - 66%
Stooping, Kneeling, Crouching,	Climbing or Balancing	
Up to 33%	Up to 33%	
Use Hands to Finger, Handle,	Reaching with Hands and Arms	
More than 66%	33 - 66%	
Tasting or	Talking or Hearing	
Up to 33%	Up to 33%	

Lifting	Up to 10lbs	Up to 25lbs	Up to 50lbs	Up to 100lbs	More than
	More than 66%	33 - 66%	Up to 33%	Up to 33%	Up to 33%
Vision	Close Vision	Distance Vision	Depth Perception	Ability to Adjust	
Color Vision		Peripheral Vision	No Special Vision Requirements		

Noise	Very Quiet	Quiet	Moderate	Loud Noise	Very Loud Noise
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Specific Noise Duties

Exposure to office and field environment.

Comments

Must be willing to work overtime as needed. Must be willing to travel as required for inspections and to training sessions and seminars. May need to use own automobile for travel if required.

Date

Personal Property Appraiser III

Division	Department	Location
	Appraisal and Mapping	Dale County Commission

Reports To

Appraisal and Mapping Administrator

Job Summary

Under the direct supervision of the Mapping and Appraisal Administrator or other senior appraisal staff, the Personal Property Appraiser III performs business personal property appraisals, physical inspections, and audits to ensure the accurate and lawful valuation and collection of tax revenue in the county. Positions in this class are distinguished from the Appraiser II by ability to perform all levels of appraisals and audits. Performs other duties as assigned by the supervisor.

Job Functions

- A. **Discovery:** Identifies all businesses within the taxing jurisdiction using all available sources, including but not limited to: real property appraisal reports and property record cards; state; county and city business licenses and sales tax accounts; telephone directories; news media; and physical canvass.
- B. **Administration:** Ensures that an accurate listing of all businesses within the taxing jurisdiction is compiled and maintained. Ensures that each business is mailed a Business Personal Property Return. Mails demand notices to all taxpayers not filing by December 31 of each year.
- C. **Appraisal:** Calculates the market value of personal property using the cost approach of Grid method as outlined in the Alabama Personal Property Appraisal Manual. Gathers and analyzes market data used in the calculation of market value by the sales comparison and income approaches to value.
- D. **Auditing:** Performs review audits on every return filed each year and telephone audits as needed. Performs physical inspection audits, detailed desk audits, and detailed on-site audits of businesses within the taxing jurisdiction.
- E. **Physical Inspections:** Performs on-site physical inspections of the assets located at each business. Compares listing of assets as reported by the taxpayer on their Personal Property Return with assets as observed during inspections. Gathers necessary information to accurately list all observed assets. Makes appropriate adjustments so that all assets are correctly assessed.

Personal Property Appraiser III

Duties and Responsibilities

- Knowledge of mathematics to include addition, subtraction, multiplication, division, and percentages as needed to calculate data such as personal property market values, assessed values and taxes.
- Knowledge of accounting and auditing principles and procedures.
- Knowledge of accounting data processing systems.
- Knowledge of standard business and financial records.
- Knowledge of current laws, methods, procedures, and practices of business personal property appraisal as outlines in the Alabama Personal Property Appraisal Manual.
- Ability to detect accounting and reporting irregularities.
- Ability to read and comprehend legal documents, state and federal laws and regulations, court decisions and business records.
- Ability to communicate orally with individuals such as coworkers, taxpayers, taxpayer agents, government officials and attorneys to obtain and provide information.
- Ability to prepare complex audit reports.
- Ability to establish and maintain effective working relationships with taxpayers and coworkers.
- Ability to receive and resolve complaints and questions from the public.
- Operate a computer and software such as database, spreadsheets, and word processing as needed to analyze and compile data.
- Ability to operate field mapping and appraisal equipment.
- Must be 21 years of age and maintain a valid Alabama driver's license.

Education and experience requirements

- Highschool Diploma required. Associate Degree preferred in business administration, accounting, taxation, law, property valuation or related fields. Prior Appraisal training and/or closely related experience may be considered.
- Must have minimum 3 years practical appraisal experience involving extensive commercial, industrial, apartment, farm, and residential types of properties, using all recognized approaches to value.
- Must have current designation as an Alabama Certified Appraiser (Personal Property Tract) through ALDOR Property Tax Education and Certification program.

Personal Property Appraiser III

Supervisory Responsibilities

Physical Demands

Standing	Walking	Sitting
Up to 33%	33 - 66%	33 - 66%
Stooping, Kneeling, Crouching,	Climbing or Balancing	
Up to 33%	Up to 33%	
Use Hands to Finger, Handle,	Reaching with Hands and Arms	
More than 66%	33 - 66%	
Tasting or	Talking or Hearing	
Up to 33%	Up to 33%	

Lifting	Up to 10lbs	Up to 25lbs	Up to 50lbs	Up to 100lbs	More than
	More than 66%	33 - 66%	Up to 33%	Up to 33%	Up to 33%
Vision	Close Vision	Distance Vision	Depth Perception	Ability to Adjust	
Color Vision		Peripheral Vision	No Special Vision Requirements		

Noise	Very Quiet	Quiet	Moderate	Loud Noise	Very Loud Noise
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Specific Noise Duties

Exposure to office and field environment.

Comments

Must be willing to work overtime as needed. Must be willing to travel as required for inspections and to training sessions and seminars. May need to use own automobile for travel if required.

Date

Changes to Real Property Appraiser Job Descriptions

- Change job descriptions to match the State's description of these positions.

Real Property Appraiser Trainee

Job Summary

Under the direct supervision of the Mapping and Appraisal Administrator or other senior appraisal staff, the Real Property Appraiser trainee measures and lists all types of residential, farm, and light commercial properties located within the taxing jurisdiction. They will assist in the performance of field appraisals and the calculations of values for all types of residential, farm, and light commercial properties located within the taxing jurisdiction. Performs other duties as assigned by the supervisor.

Job Functions

- A. Field Appraisal: Drives to properties to conduct appraisal work. Notes all new construction using property record cards (PRCs) and property maps. Measures new additions to houses and other buildings. Notes new additions to existing dwelling or buildings that have been torn down or burned. Notes obvious building depreciation changes. Measures new building and makes sketches. Checks property splits and line changes. Noting improvements to each parcel.
- B. Miscellaneous: Performs calculations on dwellings, barns, and other structures. Makes scaled corrections and additions to PRCs. Organizes parcels for field review.

Duties and Responsibilities

- Knowledge of mathematics to include addition, subtraction, multiplication, division, and percentages as needed to compile construction cost data, measure buildings, calculate land and building areas, and market values.
- Knowledge of basic geometry and basic statistics
- Read and comprehend maps, records, deeds, financial reports, and other correspondence
- Electronically file documents and records
- Establish and maintain effective working relationships with taxpayers and coworkers
- Operate field appraisal equipment, and software such as database, spreadsheets, and word processing as needed to analyze and compile data.
- Must be 21 years of age and maintain a valid Alabama driver's license

Education and experience requirements

- Highschool Diploma required. Associate Degree preferred in business administration, accounting, taxation, law, property valuation or related fields. Prior Appraisal training and/or closely related experience may be considered.

Real Property Appraiser Trainee

Supervisory Responsibilities

Physical Demands

Standing		Walking		Sitting	
		Up to 33%		33 - 66%	33 - 66%
Stooping, Kneeling, Crouching,		Climbing or Balancing			
		Up to 33%	Up to 33%		
Use Hands to Finger, Handle,		Reaching with Hands and Arms			
		More than 66%	33 - 66%		
Tasting or		Talking or Hearing			
		Up to 33%	Up to 33%		
Lifting	Up to 10lbs	Up to 25lbs	Up to 50lbs	Up to 100lbs	More than
	More than 66%	33 - 66%	Up to 33%	Up to 33%	Up to 33%
Vision	Close Vision	Distance Vision	Depth Perception	Ability to Adjust	
Color Vision		Peripheral Vision	No Special Vision Requirements		
Noise	Very Quiet	Quiet	Moderate	Loud Noise	Very Loud Noise

Specific Noise Duties

Exposure to office and field environment.

Comments

Must be willing to work overtime as needed. Must be willing to travel as required for inspections and to training sessions and seminars. May need to use own automobile for travel if required.

Date

Real Property Appraiser I

Job Summary

Under the direct supervision of the Mapping and Appraisal Administrator or other senior appraisal staff, the Real Property Appraiser I performs field appraisals. Sets values for all types of residential, farm, and light commercial properties located within the taxing jurisdiction. Assists in county wide appraisal program. Prepares revisions of property appraisals and estimates market values. Interviews property owners to explain property appraisal methods and techniques. Performs other duties as assigned by the supervisor.

Job Functions

- A. Field Appraisal: Drives to properties to conduct appraisal work. Notes all new construction using property record cards (PRCs) and property maps. Measures new additions to houses and other buildings. Notes new additions to existing dwelling or buildings that have been torn down or burned. Notes obvious building depreciation changes. Measures new building and makes sketches. Reprices land that has been changed from an unimproved parcel to an improved parcel. Checks property splits and line changes. Noting improvements to each parcel.
- B. Miscellaneous: Performs calculations on dwellings, barns, and other structures. Makes scaled corrections and additions to PRCs. Prices land, which has been split from parent parcel. Reprices all parent parcels which has had a line or acreage change. Organizes parcels for field review.

Duties and Responsibilities

- Knowledge of mathematics to include addition, subtraction, multiplication, division, and percentages as needed to compile construction cost data, measure buildings, calculate land and building areas, and market values.
- Knowledge of basic geometry and basic statistics
- Knowledge of current laws, methods, procedures and practices of real property appraisal as outlined in the Alabama Real Property Appraisal Manual.
- Electronically of county mapping system and land values throughout the county.
- Knowledge of building construction cost.
- Ability to communicate orally with individuals such as coworkers, taxpayers, taxpayer agents, government officials and attorneys in order to obtain and provide information.
- Establish and maintain effective working relationships with taxpayers and coworkers.
- Operate field appraisal equipment, and software such as database, spreadsheets, and word processing as needed to analyze and compile data.
- Must be 21 years of age and maintain a valid Alabama driver's license

Real Property Appraiser I

Education and experience requirements

- Highschool Diploma required. Associate Degree preferred in business administration, accounting, taxation, law, property valuation or related fields. Prior Appraisal training and/or closely related experience may be considered.
- Must have successfully completed the Alabama Department of Revenue Property Tax Education and Certification Program course: Alabama IIA Alabama Appraisal Manual

Real Property Appraiser I

Supervisory Responsibilities

Physical Demands

Standing	Walking	Sitting
Up to 33%	33 - 66%	33 - 66%
Stooping, Kneeling, Crouching,	Climbing or Balancing	
Up to 33%	Up to 33%	
Use Hands to Finger, Handle,	Reaching with Hands and Arms	
More than 66%	33 - 66%	
Tasting or	Talking or Hearing	
Up to 33%	Up to 33%	

Lifting	Up to 10lbs	Up to 25lbs	Up to 50lbs	Up to 100lbs	More than
	More than 66%	33 - 66%	Up to 33%	Up to 33%	Up to 33%
Vision	Close Vision	Distance Vision	Depth Perception	Ability to Adjust	
Color Vision		Peripheral Vision	No Special Vision Requirements		

Noise	Very Quiet	Quiet	Moderate	Loud Noise	Very Loud Noise
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Specific Noise Duties

Exposure to office and field environment.

Comments

Must be willing to work overtime as needed. Must be willing to travel as required for inspections and to training sessions and seminars. May need to use own automobile for travel if required.

Date

Real Property Appraiser III

Job Summary

Under the direct supervision of the Mapping and Appraisal Administrator or other senior appraisal staff, the Real Property Appraiser III supervises/performs field appraisals. Reviews and quality control checks appraisals. Sets values for all types of residential, farm, and light commercial properties located within the taxing jurisdiction. Assists in county wide appraisal program. Prepares revisions of property appraisals and estimates market values. Interviews property owners to explain property appraisal methods and techniques. The exercise of independent judgement and assuming considerable responsibility for the planning and completion of major appraisal projects distinguish this position. Performs other duties as assigned by the supervisor.

Job Functions

- A. Supervision: Supervises, assigns, and reviews work of Real Property Appraisers. Assists appraisers with problems in performance of their duties. Ensures that property discovery, inventory and valuation scheduled, processes and procedures are complied with.
- B. Field Appraisal: Drives to properties to conduct appraisal work. Notes all new construction using property record cards (PRCs) and property maps. Measures new additions to houses and other buildings. Notes new additions to existing dwelling or buildings that have been torn down or burned. Notes excessive building depreciation changes. Measures new building and makes sketches. Reprices land that has been changed from an unimproved parcel to an improved parcel. Checks property splits and line changes. Noting improvements to each parcel.
- C. Office Functions: Maintains costs, sales, and income database files. Reviews appraisal and performs quality control checks. Performs analysis and prepares index studies, land schedules and rate factors. Performs analysis to determine uniformity and equalization level of the countywide mass appraisal program. Assures compliance with the applicable procedures of the Property Tax Plan for Equalization.
- D. Miscellaneous: Performs calculations on dwellings, barns, and ither structures. Makes scaled corrections and additions to PRCs. Prices land, which has been split from parent parcel. Reprices all parent parcels which has had a line or acreage change. Organizes parcels for field review. Explains calculations of taxes and property values to taxpayers.

Real Property Appraiser III

Duties and Responsibilities

- Knowledge of mathematics to include addition, subtraction, multiplication, division, and percentages as needed to compile construction cost data, measure buildings, calculate land and building areas, and market values.
- Knowledge of basic geometry and basic statistics
- Knowledge of statistics as they pertain to property appraisal and equalization.
- Knowledge of current laws, methods, procedures and practices of real property appraisal as outlined in the Alabama Real Property Appraisal Manual.
- Knowledge of Probate Judge's office concerning deeds, mortgages, and covenants.
- Knowledge of Computer Assisted Mass Appraisal system functions and capabilities.
- Electronically of county mapping system and land values throughout the county.
- Knowledge of building construction cost.
- Skilled in the use of computer software such as CAMA and sketching systems, databases, spreadsheets, and word processing as needed to analyze and compile data.
- Ability to communicate orally with individuals such as coworkers, taxpayers, taxpayer agents, government officials and attorneys in order to obtain and provide information.
- Establish and maintain effective working relationships with taxpayers and coworkers.
- Operate field appraisal equipment, and software such as database, spreadsheets, and word processing as needed to analyze and compile data.
- Ability to receive and resolve complaints and questions from the public.
- Must be 21 years of age and maintain a valid Alabama driver's license.

Education and experience requirements

- Highschool Diploma required. Associate Degree preferred in business administration, accounting, taxation, law, property valuation or related fields. Prior Appraisal training and/or closely related experience may be considered.
- Must have current designation as an Alabama Certified Appraiser (Real Property Tract) through ALDOR Property Tax Education and Certification program.
- Must have minimum 3 years practical appraisal experience involving extensive commercial, industrial, apartment, farm, and residential types of properties, using all recognized approaches to value.

Real Property Appraiser III

Supervisory Responsibilities

Physical Demands

Standing	Walking	Sitting
Up to 33%	33 - 66%	33 - 66%
Stooping, Kneeling, Crouching,	Climbing or Balancing	
Up to 33%	Up to 33%	
Use Hands to Finger, Handle,	Reaching with Hands and Arms	
More than 66%	33 - 66%	
Tasting or	Talking or Hearing	
Up to 33%	Up to 33%	

Lifting	Up to 10lbs	Up to 25lbs	Up to 50lbs	Up to 100lbs	More than
	More than 66%	33 - 66%	Up to 33%	Up to 33%	Up to 33%
Vision	Close Vision	Distance Vision	Depth Perception	Ability to Adjust	
Color Vision		Peripheral Vision	No Special Vision Requirements		

Noise	Very Quiet	Quiet	Moderate	Loud Noise	Very Loud Noise
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Specific Noise Duties

Exposure to office and field environment.

Comments

Must be willing to work overtime as needed. Must be willing to travel as required for inspections and to training sessions and seminars. May need to use own automobile for travel if required.

Date

Please see the invoice

From : melvinomarcordero@gmail.com
To : auburntigers36330@yahoo.com

Aug 4,
2025
at 6:59
PM

INVOICE

BILL TO: Dale County Commission
auburntigers36330@yahoo.com

NUMBER: INV00022
PO NUMBER: Dale County
Commission
DATE: Aug 11, 2025

Description	Amount
Build Roof Ladder : Labor and materials included	\$2,000.00

SUBTOTAL: \$2,000.00
TOTAL: \$2,000.00
PAID: \$0.00

BALANCE DUE \$2,000.00

THANK YOU FOR YOUR BUSINESS



**South Alabama Pro Rodeo Classic
Sponsorship Contract
August 15 & 16, 2025**



Name of Business:
Mailing Address:
Telephone Number:
Email Address:
Signature of Purchaser:
Signature of Salesman:
Sponsorship Package:
Price:
Check number:

Please mail complete contract and payment to:

South AL Pro Rodeo Classic
217 South Union Ave, Ozark, AL 36360
Make checks payable to: **Dale County Rodeo Association**

Sponsorship Options

(from least to greatest)

(circle your sponsorship choice)

Welcome Sponsor: \$150
Rodeo Personnel Sponsor: \$250
Grand Entry Sponsor: \$250
Cowboy Hospitality Tent Sponsor: \$300
Arena Sign: \$350
Family Fun Sponsor: \$400
Slack Sponsor: \$400
Chute Gate Sponsor: \$500

~~Center Gate Sponsor: \$500~~

Event Sponsor: \$500

~~Time Clock: \$750~~

First Responder Sponsor: \$1,000

Opening Ceremonies Sponsor: \$1000

Major Sponsor: \$1500

Tractor Sponsor: _____

Title Sponsor: _____

Any questions please contact Shelby @ 334-726-0730 or shelbyeasterling123@gmail.com



Montgomery Technology
Systems, LLC
Sensible, Reliable Installations & Service

July 24, 2025

Subject: Dale County Jail, AL - MTI Control System Upgrade

Montgomery Technology Systems, LLC (MTS) is pleased to provide a quote for all necessary material for the below described scope of work for the above referenced project. MTS is proposing to provide a Montgomery Technology, Inc. (MTI) control system. MTI has been in business for over 30 years and has completed over 2000 installations in the detention market. This quote is based on information obtained during our site visit.

Scope of Work

MTS will provide and install an MTI Dragonfly Control System to upgrade the existing MTI control system. MTS will provide and install three (3) MTI control station computers to update the existing control station computers (TS-A, TS-B, and TS-C). Each control station computer consists of a Hewlett Packard (HP) EliteDesk 800 G9 Small Form Factor computer running MTI Provision software, one (1) 24" Elo monitor, and a microphone for intercommunications. MTS will reuse existing Cat6 cabling between the control stations and their associated equipment room.

MTS will provide and install new MTI 91720 data convertors and MTI 91743 digital amplifiers to update the existing control system headend equipment. MTS will provide and install new locking termination boards, relays, audio termination boards, and decoders.

MTS will replace the existing MTI lighting termination boards with a new GE lighting boards and relays.

MTS will reuse all existing field devices, cabling, and millwork as is except where otherwise noted. MTS will assist the facility in troubleshooting problems with existing field devices. Once an existing field device is found to be defective, it will be the facility's responsibility to repair or replace the existing device.

As an option, MTS will provide and install twenty-one (21) new intercom stations to replace existing intercom stations. MTS will reuse existing cabling as is.

As an option, MTS will provide a Hinley Interface with the existing camera system. This will allow for camera call ups on the MTI control system. Existing cameras must be Onvif Profile S compliant for the interface to be successful.



Montgomery Technology
Systems, LLC
Sensible, Reliable Installations & Service

Equipment Racks/Cabinets

MTS will reuse existing equipment cabinets as is. MTS will reuse existing countertops/millwork as is for all new control/viewing station locations.

Uninterruptable Power Supplies

MTS will provide and install new UPSs for control stations and head end equipment. The UPS system will be sized to provide fifteen (15) minutes of runtime for all systems included in this quote.

Networking

MTS will provide and install a new network switch to replace the existing network switch.

Pricing

MTS is pleased to provide the above scope of work for a total of **\$64,500.**

- **Option #1** – MTS will provide and install twenty-one (21) new intercom stations to replace existing intercom stations. MTS will reuse existing cabling as is. **Add \$10,600**
- **Option #2** – MTS will provide a Hinley Interface with the existing camera system. This will allow for camera call ups on the MTI control system. Existing cameras must be Onvif Profile S compliant for the interface to be successful. **Add \$6,800**

**All applicable taxes have been accounted for in pricing.*

***Bonding can be added for 1% of the total contract price.*

Warranty

1. MTS provides the manufacturers standard warranty that all products are to be free of defects in material and workmanship for a period of one (1) year from date of substantial completion.
2. Conditions of the warranty apply only to materials supplied as part of this quote.
3. MTS is neither responsible for damage caused by acts of God nor neglect or abuse by others who have gained access to the equipment.

Lead Times and Submittals

1. MTS will provide submittals within ten (10) weeks of receipt of contract or purchase order.
2. Upon receipt of approved submittals and first payment, MTS will order all material and schedule the installation of the project. Material lead times are twelve (12) weeks. However, material lead times can



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- be affected by forces outside of MTS' control (i.e., material shortages). If the material lead times are longer than stated, MTS will advise at the time the material is ordered.
3. MTS will complete the control system installation within four (4) weeks of material arriving onsite.

Terms of Payment

1. All pricing is good for 30 days from date of quote.
2. MTS will invoice 50% of the project total once submittals have been approved. Material for the project will not be ordered until payment for this invoice has been received.
3. MTS will invoice the remaining 50% of the project total once the project has been completed as outlined in the scope of work section.
4. All invoices will be paid within 30 days from invoice date.
5. All invoices not paid within 30 days will be subject to a 1.5% per 30-day late charge.
6. All invoices not paid within 60 days will result in the account being put on credit hold. Once an account is placed on credit hold, MTS will discontinue all services until the account is restored to good standing.
7. If this project is sales tax exempt, a tax exemption certificate must be provided prior to material being ordered.

If I can be of any assistance or answer any questions, please do not hesitate to call me at 800-392-8292.

Sincerely,
Michelle Gafford