

ST. CLAIR COUNTY COMMISSION MEETING MARCH 22, 2022

The St. Clair County Commission met in regular session on March 22, 2022, in the County Commission Chambers of the St. Clair County Courthouse in Pell City, Alabama.

Members Present: Paul Manning, Chairman  
Jeff Brown, Commissioner District One  
Ricky Parker, Commissioner District Two  
Tommy Bowers, Commissioner District Three  
Bob Mize, Commissioner District Four

Members Absent: None

Others Present: Tina Morgan, Administrator  
Corey Phillips, Assistant Deputy Administrator  
Clay Phillips, Assistant Engineer  
James Hill, County Attorney  
John McWaters, Sheriff's Dept.  
Freddie Turrentine, Operations  
Jason Goodgame, Construction Manager  
Ashley Hay, Asset Manager  
LeeAnn Clark, Extension  
Curtis Pippin, Veteran's Coordinator  
Patrice Kurzejeski, EMA Director  
Charity Mitcham, EMA  
Stan Bateman, Visitor

**CALL TO ORDER of REGULAR MEETING**

Chairman Manning declared a quorum present at 9:04 a.m. and called the meeting to order.

**APPROVAL OF AGENDA**

On a motion by Commissioner Mize, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the agenda be approved as presented.

**APPROVAL OF MINUTES**

On a motion by Commissioner Bowers, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the minutes of the regular meeting on March 8, 2022, be approved.

**ENGINEER'S REPORT**

The first item of the Engineer's report was an informational item updating the road crews.

The next item was to discuss approval of the request from the City of Pell City to help with re-installation cost of stream gauges at a culvert on Pleasant Valley Road in the estimated amount of \$1,000.00. On a motion by Commissioner Brown, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that the request from the City of Pell City to help with re-installation cost of stream gauges at a culvert on Pleasant Valley Road in the

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estimated amount of \$1,000.00 is approved. (Document to be made a part of these minutes as Attachment #1)

The next item was to discuss approval of the request from Leeds Water Works to help with pipe installation cost on Kelly Creek Road. On a motion by Commissioner Parker, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that the request from Leeds Water Works to help with pipe installation cost on Kelly Creek Road is approved. (Document to be made a part of these minutes as Attachment #2)

The next item was to discuss a Supplemental Agreement with Sain Associates for extra work that is having to be done on Intersection Improvement Project on US 411 at Saine Road. On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that a Supplemental Agreement with Sain Associates for extra work to be done on Intersection Improvement Project on US 411 at Saine Road is approved. (Agreement to be made a part of these minutes as Attachment #3)

The next item was to discuss approval of an agreement with Sain Associates for the Preliminary Engineering of the ATRIP II Project on US 411 & Kerr Road Intersection in the estimated amount of \$217,700.00 to be paid over two budget years. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that an agreement with Sain Associates for the Preliminary Engineering of the ATRIP II Project on US 411 & Kerr Road Intersection in the estimated amount of \$217,700.00 to be paid over two budget years is approved. (Agreement to be made a part of these minutes as Attachment #4)

The next item was to discuss approval to send a letter of commitment for the purchase of six (6) 2023 Mack Dump Truck chassis from Nextran Truck Center in the FY2022-23 Budget year off the ACCA Joint Bid. On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that approval to send a letter of commitment for the purchase of six (6) 2023 Mack Dump Truck chassis from Nextran Truck Center in the FY2022-23 Budget year off the ACCA Joint Bid is approved. (Letter to be made a part of these minutes as Attachment #5)

The next item was to discuss approval of a proposal from Tillman Consulting, LLC., to perform appraisals & reviews for needed Right-of-way to relocate Lakeview Canyon Road. On a motion by Commissioner Mize, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that a proposal from Tillman Consulting, LLC., to perform appraisals & reviews for needed Right-of-way to relocate Lakeview Canyon Road is approved. (Proposal to be made a part of these minutes as Attachment #6)

**ADMINISTRATOR'S REPORT**

The first item of the administrator's report was to discuss approving travel requests as presented in the work session. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the travel requests as presented in the work session are approved. (List to be made a part of these minutes as Attachment #7)

**COUNTY ATTORNEY'S REPORT**

Informational item: County Attorney, James Hill, notified the Commission that an A.G.'s opinion has been received related to using the Probate Judge's Special Indexing fund to do repairs to polling places.

**OLD BUSINESS**

None

**NEW BUSINESS**

The first item of New Business was to discuss approval to create, post & hire a casual employee for the arena. On a motion by Commissioner Bowers, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that to create, post & hire a casual employee for the arena is approved. (Job description to be made a part of these minutes as Attachment #8)

The next item was to discuss amending the Veteran's Outreach Program budget in the amount of \$13,950.00 that will bring the total 21/22 budget to \$58,950.00 annually. Auburn University recently approved Curtis Pippin's position to be reclassified from part-time to full-time with benefits and reclassified the job description to Extension Administrator, Outreach Program II, which is a full-time exempt level status. On a motion by Commissioner Mize, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that amending the Veteran's Outreach Program budget in the amount of \$13,950.00 that will bring the total 21/22 budget to \$58,950.00 annually. Auburn University recently approved Curtis Pippin's position to be reclassified from part-time to full-time with benefits and reclassified the job description to Extension Administrator, Outreach Program II, which is a full-time exempt level status is approved. (Amended agreement to be made a part of these minutes as Attachment #9)

The next item was to discuss approval to rescind Curtis Pippin's employment contract with the County from the October 12, 2021, Commission meeting, due to Auburn University/Alabama Cooperative Extension System (Veteran's Outreach Program) changing his status to full-time. On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that rescinding Curtis Pippin's employment contract with the County from the October 12, 2021, Commission meeting, due to Auburn University/Alabama Cooperative Extension System

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(Veteran's Outreach Program) changing his status to full-time is approved.

The next item was to discuss approval of the request of Janet Smith, Public Transportation Director, for approval of FY22 Certifications and Assurances for Federal Transit Administration Assistance. On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the request of Janet Smith, Public Transportation Director, for approval of FY22 Certifications and Assurances for Federal Transit Administration Assistance is approved. (Document to be made a part of these minutes as Attachment #10)

The next item was to discuss implementing a new password reset policy in accordance with the new audit that is upcoming for counties. On a motion by Commissioner Mize, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that implementing a new password reset policy in accordance with the new audit that is upcoming for counties is approved. (Policy to be made a part of these minutes as Attachment #11)

The next item was to discuss approval of the request of Roddy Wolfe, Property Manager, to pay an invoice #6645 without a purchase order to Basesix in the amount of \$250.00 for work on the fire alarm panel in the Ashville jail. On a motion by Commissioner Bowers, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that the request of Roddy Wolfe, Property Manager, to pay an invoice #6645 without a purchase order to Basesix in the amount of \$250.00 for work on the fire alarm panel in the Ashville jail is approved.

The next item was to discuss approval of the request of Roddy Wolfe, Property Manager, to pay an invoice #7440 without a purchase order to Basesix in the amount of \$624.00 for annual monitoring of the Ashville jail fire alarm system. On a motion by Commissioner Mize, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that the request of Roddy Wolfe, Property Manager, to pay an invoice #7440 without a purchase order to Basesix in the amount of \$624.00 for annual monitoring of the Ashville jail fire alarm system is approved.

The next item was to discuss the approval of the request of Ashley Hay, Asset Manager, to pay an invoice without a purchase order to Superior Sewer & Septic in the amount of \$1,600.00 due to an emergency during a week-end event at the Arena. On a motion by Commissioner Brown, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that the request of Ashley Hay, Asset Manager, to pay an invoice without a purchase order to Superior Sewer & Septic in the amount of \$1,600.00 due to an emergency during a week-end event at the Arena is approved.

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The next item was to discuss approval of the request of Ashley Hay, Asset Manager, to contract with Cintas for cleaning products & sanitizing the restrooms at the Arena & Marina in the estimated amount of \$365.90 per month. On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that of the request of Ashley Hay, Asset Manager, to contract with Cintas for cleaning products & sanitizing the restrooms at the Arena & Marina in the estimated amount of \$365.90 per month. is approved. (Contract to be made a part of these minutes as Attachment #12)

Informational item to be recorded in the minutes: Kristy Sweatt was hired into the vacant Revenue clerk contract position, starting date March 14, 2022.

**Board Appointments**

None

The next item for discussion was to approve payment of the monthly bills. On a motion by Commissioner Mize seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that the monthly bills be approved for payment with the exception of those that are questioned by the Commission before the close of business today.

There being no further business, the meeting adjourned, subject to call, at approximately 9:18 a.m. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye.

{ SIGNATURE PAGE TO FOLLOW }

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Paul Manning, Chairman

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Jeff Brown, Commissioner

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Ricky Parker, Commissioner

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Tommy Bowers, Commissioner

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Bob Mize, Commissioner