

ST. CLAIR COUNTY COMMISSION MEETING SEPTEMBER 28, 2021

The St. Clair County Commission met in regular session on September 28, 2021, 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  
Michelle Layfield, CFO  
Corey Phillips, Assistant Deputy Administrator  
Dan Dahlke, Engineer  
James Hill, County Attorney  
Aislinn Campbell, E-911 Director  
Patrice Kurzejeski, EMA Director  
Ken Crowe, Revenue Commissioner  
Tony Rich, Revenue  
John Myers, IT  
Glenn Morgan, IT  
Sheriff Billy Murray  
John McWaters, Sheriff's Dept.  
Jason Goodgame, Construction Manager  
Josie Howell, St. Clair Times  
Jim Meads, Sain Associates  
Don Smith, EDC

**CALL TO ORDER of REGULAR MEETING**

Chairman Manning declared a quorum present at 9:02 a.m. and called the meeting to order.

**APPROVAL OF AGENDA**

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

RESOLVED, that the minutes of the regular meeting on September 14, 2021, and the Special called meeting of September 23, 2021, be approved.

**ENGINEER'S REPORT**

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

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The next item was to discuss approval of the recommendation of Dan Dahlke, County Engineer, to award Bid #2022-01 for Aggregate to Wiregrass Construction, lowest responsible bidder.

**District 1**

Limestone  
#5, #6 washed #78 washed #57, #410, #8910  
3/4CSB #799 #10washed  
#89 washed Rip Rap, Cone  
Sand

**District 2**

Limestone  
#5, #6 washed #78 washed #57, #410, #8910  
3/4CSB #799  
#89 washed  
Rip Rap

**District 3**

Limestone  
#5, #6 washed #78 washed #57, #410, #8910  
3/4CSB #799 #10washed #89 washed #710Rip Rap Cone. Sand

**District 4**

Limestone  
#5, #6 washed #78 washed #57, #410  
#89103/4CSB, 1 1/2 CSB  
#89 washed, RIP RAP

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

RESOLVED, that Bid #2022-01 for Aggregate be awarded to Wiregrass Construction, lowest responsible bidder. (Letter to be made a part of these minutes as Attachment #1)

The next item was to discuss approval of the recommendation of Dan Dahlke, County Engineer, to award Bid #2022-07 for Plastic Pipe to Fallin Farms, DBA, Harvey Culvert, only bidder. On a motion by Commissioner Brown, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that Bid #2022-07 for Plastic Pipe be awarded to Fallin Farms, DBA, Harvey Culvert, only bidder. (Letter to be made a part of these minutes as Attachment #2)

The next item was to discuss approval of the recommendation of Dan Dahlke, County Engineer, to award Bid #2022-08 for Plant Mix to the following companies broken down by District.

**DISTRICT 1**

COLD MIX STONE OR GRAVEL	ADVANCED ASPHALT
HOT MIX 3/8" WEARING	WIREGRASS CONSTRUCTION
HOT MIX 1/2" WEARING	WIREGRASS CONSTRUCTION
HOT MIX 3/4" WEARING	WIREGRASS CONSTRUCTION
HOT MIX 1" BINDER	WIREGRASS CONSTRUCTION
HOT MIX 1/2" BINDER	WIREGRASS CONSTRUCTION
HOT MIX 3/4" BINDER	WIREGRASS CONSTRUCTION

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**DISTRICT 2**

COLD MIX STONE OR GRAVEL	ADVANCED ASPHALT
HOT MIX 3/8" WEARING	WIREGRASS CONSTRUCTION
HOT MIX 1/2" WEARING	WIREGRASS CONSTRUCTION
HOT MIX 3/4" WEARING	VULCAN SPEEDWAY
HOT MIX 1" BINDER	MIDSOUTH TARRENT
HOT MIX 1/2 BINDER	WIREGRASS CONSTRUCTION
HOT MIX 3/4 BINDER	WIREGRASS CONSTRUCTION

**DISTRICT 3**

COLD MIX STONE OR GRAVEL	ADVANCED ASPHALT
HOT MIX 3/8" WEARING	WIREGRASS CONSTRUCTION
HOT MIX 1/2" WEARING	WIREGRASS CONSTRUCTION
HOT MIX 3/4" WEARING	VULCAN SPEEDWAY
HOT MIX 1" BINDER	VULCAN SPEEDWAY
HOT MIX 1/2 BINDER	WIREGRASS CONSTRUCTION
HOT MIX 3/4 BINDER	VULCAN SPEEDWAY

**DISTRICT 4**

COLD MIX STONE OR GRAVEL	ADVANCED ASPHALT
HOT MIX 3/8" WEARING	WIREGRASS CONSTRUCTION
HOT MIX 1/2" WEARING	VULCAN SPEEDWAY
HOT MIX 3/4" WEARING	VULCAN SPEEDWAY
HOT MIX 1" BINDER	VULCAN SPEEDWAY
HOT MIX 1/2 BINDER	WIREGRASS CONSTRUCTION
HOT MIX 3/4 BINDER	VULCAN SPEEDWAY

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

RESOLVED, that Bid #2022-08 for Plant Mix be awarded to the following companies above broken down by District. (Letter to be made a part of these minutes as Attachment #3)

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The next item was to discuss approval of the recommendation of Dan Dahlke, County Engineer, to award Bid #2022-09 for Traffic Signs to Traffic Signs, only bidder. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that Bid #2022-09 for Traffic Signs be awarded to Traffic Signs, only bidder. (Letter to be made a part of these minutes as Attachment #4)

The next item was to discuss approval of the recommendation of Dan Dahlke, County Engineer, to award Bid #2022-10 for Traffic Striping to Highway Management Systems, lowest responsible bidder. On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that Bid #2022-10 for Traffic Striping be awarded to Highway Management Systems, lowest responsible bidder. (Letter to be made a part of these minutes as Attachment #5)

The next item was to discuss approval of the recommendation of Dan Dahlke, County Engineer, to rebid PWB 2020-56, Kelly Creek Road Improvement Project, due to no bids being received. On a motion by Commissioner Parker, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that the recommendation of Dan Dahlke, County Engineer, to rebid PWB 2020-56, Kelly Creek Road Improvement Project, due to no bids being received is approved.

**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 Mize, 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 #6)

**COUNTY ATTORNEY'S REPORT**

The first item of the County Attorney's report was an informational item. County Attorney, James Hill stated that the St. Clair County prison has been added to the proposed legislation for purposes of returning that property to the County's asset list. If passed, the St. Clair County Prison should eventually close and the property upon which it is located would be returned to the County and can then be used in a more beneficial manner for the citizens of St. Clair County.

The next item was to discuss approval to enter into an agreement with Friendship Fire Department for the County to receive & administer a grant on their behalf with any overrun costs to be the responsibility of Friendship Fire Department. On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that to enter into an agreement with Friendship Fire Department for the County to receive & administer a grant on their behalf with any overrun costs to be the responsibility of Friendship

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Fire Department is approved. (Agreement to be made a part of these minutes as Attachment #7)

**OLD BUSINESS**

None

**NEW BUSINESS**

The first item of New Business was to discuss a resolution to amend Resolution 2021-53 concerning the Moody School Attendance and Tax District. On a motion by Commissioner Bowers, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that a resolution to amend Resolution 2021-53 concerning the Moody School Attendance and Tax District is approved. (Resolution to be made a part of these minutes as Attachment #8)

The next item was to discuss a resolution to amend Resolution 2021-52 concerning the Springville School Attendance and Tax District. On a motion by Commissioner Mize, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that a resolution to amend Resolution 2021-52 concerning the Springville School Attendance and Tax District is approved. (Resolution to be made a part of these minutes as Attachment #9)

The next item was to discuss approval of the request of Probate Judge, Mike Bowling, to increase his 2 Chief Clerks 2 paygrades. On a motion by Commissioner Parker, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that the request of Probate Judge, Mike Bowling, to increase his 2 Chief Clerks 2 paygrades is approved.

The next item was to discuss the request of Probate Judge, Mike Bowling, to pay poll workers an additional \$50.00 for the November 16, 2021, Special election. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the request of Probate Judge, Mike Bowling, to pay poll workers an additional \$50.00 for the November 16, 2021, Special election is approved.

The next item was to discuss the request of Revenue Commissioner, Ken Crowe, to increase his Deputy Chief Clerk 1 paygrade, increase his Office Manager 1 paygrade, and increase his Chief Clerk 2 paygrades. On a motion by Commissioner Bowers, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that the request of Revenue Commissioner, Ken Crowe, to increase his Deputy Chief Clerk 1 paygrade, increase his Office Manager 1 paygrade, and increase his Chief Clerk 2 paygrades is approved.

The next item was to discuss the request of Revenue Commissioner, Ken Crowe, for a temporary position to allow for training due to an employee retiring December 1, 2021. On a motion by Commissioner Bowers, seconded by Commissioner Mize, with all voting aye, it was

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RESOLVED, that the request of Revenue Commissioner, Ken Crowe, for a temporary position to allow for training due to an employee retiring December 1, 2021, is approved.

The next item was to discuss the approval of the request from the Pell City School System for a \$2,500.00 appropriation for FFA (Future Farmers of America). On a motion by Commissioner Brown, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that the request from the Pell City School System for a \$2,500.00 appropriation for FFA (Future Farmers of America) is approved. (Letter to be made a part of these minutes as Attachment #10)

The next item was to discuss adopting Resolution 2021-60 to amend St. Clair County's operational policy #64 (compensation increase policy). On a motion by Commissioner Parker, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that Resolution 2021-60 amending St. Clair County's operational policy #64 (compensation increase policy) is approved. (Resolution to be made a part of these minutes as Attachment #11)

The next item was to discuss the approval to renew a lease with Quadient (formally Mail Finance, Inc.) for the postage machines in the Annex building in Ashville & the Pell City Courthouse in the amount of \$557.22/month. On a motion by Commissioner Bowers, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that renewing a lease with Quadient (formally Mail Finance, Inc.) for the postage machines in the Annex building in Ashville & the Pell City Courthouse in the amount of \$557.22/month is approved. (Agreement to be made a part of these minutes as Attachment #12)

The next item was to discuss approval of the request from Sheriff Billy Murray to declare 1999 Freightliner Van Vin# 9839, 2009 Chevrolet 1500 Vin#1357, 2 copiers/fax as surplus to be sold online at govdeals.com. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the request from Sheriff Billy Murray to declare 1999 Freightliner Van Vin# 9839, 2009 Chevrolet 1500 Vin#1357, 2 copiers/fax as surplus to be sold online at govdeals.com is approved. (List to be made a part of these minutes as Attachment #13)

The next item was to discuss the request from Sheriff Billy Murray for approval of Global Tel Link Corporation master service agreement, the lowest responsible bidder, for the inmate phone system bid. On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the request of Sheriff Billy Murray for the Global Tel Link Corporation master service agreement, the lowest responsible bidder, for the inmate phone system bid is approved. (Agreement to be made a part of these minutes as Attachment #14)

The next item was to discuss approval of Sheriff Billy Murray to renew the following FY22 Annual Support Agreements with Southern Software for Records

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Management (Police-Pak, Sheriff-Pak, & RMS) in the amount of \$8,302.00; HRMS and Quartermaster in the amount of \$999.00; Jail-Pak 24/7 Software Support Agreement in the amount of \$5,937.00; Detention Center Network (DCN) Support Agreement in the amount of \$893.00; and the Biometric Scanning Agreement in the amount of \$630.00. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the request of Sheriff Billy Murray to renew the following FY22 Annual Support Agreements with Southern Software for Records Management (Police-Pak, Sheriff-Pak, & RMS) in the amount of \$8,302.00; HRMS and Quartermaster in the amount of \$999.00; Jail-Pak 24/7 Software Support Agreement in the amount of \$5,937.00; Detention Center Network (DCN) Support Agreement in the amount of \$893.00; and the Biometric Scanning Agreement in the amount of \$630.00 are approved. (Contract to be made a part of these minutes as Attachment #15)

The next item was to discuss approval of the request of Revenue Commissioner, Ken Crowe, to renew the following FY22 Annual contracts/annual maintenance agreements: Esri for software maintenance for \$58,750.00; with Robert J. Scheitlin for GIS professional services for \$5,000.00; Apex Software maintenance for \$1,845.00; LogMeIn \$1,782.00; Citrix \$1,776.00, Navigation Electronics (NEI) \$800.00. On a motion by Commissioner Bowers, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that the request of Revenue Commissioner, Ken Crowe, to renew the following FY22 Annual contracts/annual maintenance agreements: Esri for software maintenance for \$58,750.00; with Robert J. Scheitlin for GIS professional services for \$5,000.00; Apex Software maintenance for \$1,845.00; LogMeIn \$1,782.00; Citrix \$1,776.00, Navigation Electronics (NEI) \$800.00 are approved. (Agreement to be made a part of these minutes as Attachment #16)

The next item was to discuss approval of the request of Revenue Commissioner, Ken Crowe, for an agreement with Atlantic for Arial photography in the amount of \$179,422.72 from the Reappraisal budget. On a motion by Commissioner Mize, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that approval of the request of Revenue Commissioner, Ken Crowe, for an agreement with Atlantic for Arial photography in the amount of \$179,422.72 from the Reappraisal budget is approved. (Agreement to be made a part of these minutes as Attachment #17)

The next item was to discuss approval of the Pell City Animal Shelter User agreement for one year in the amount of \$130,000.00. On a motion by Commissioner Bowers, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the Pell City Animal Shelter User agreement for one year in the amount of \$130,000.00 is approved. (Agreement to be made a part of these minutes as Attachment #18)

The next item was to discuss approval to renew an annual agreement with QCHC for inmate healthcare nursing services. The renewal agreement will upgrade from 12 hr. to 24 hr. nursing care due to the COVID pandemic & a portion of the difference will be paid from the ARF (American Rescue Funds). On a motion by

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Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that renewing an annual agreement with QCHC for inmate healthcare nursing services. The renewal agreement will upgrade from 12 hr. to 24 hr. nursing care due to the COVID pandemic & a portion of the difference will be paid from the ARF (American Rescue Funds) is approved. (Agreement to be made a part of these minutes as Attachment #19)

The next item was to discuss approval to renew a yearly maintenance plan agreement with Lenel/Vision Birmingham for the Ashville Courthouse security cards. On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that renewing a yearly maintenance plan agreement with Lenel/Vision Birmingham for the Ashville Courthouse security cards is approved. (Agreement to be made a part of these minutes as Attachment #20)

The next item was to discuss approval of the request from JSCC (Jefferson State Community College) for an additional \$15,000.00 for the FY22 budget. On a motion by Commissioner Mize, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that the request from JSCC (Jefferson State Community College) for an additional \$15,000.00 for the FY22 budget is approved. (Agreement to be made a part of these minutes as Attachment #21)

The next item was to discuss approval of the request of Maintenance Supervisor, Lynn Crow, to hire Nathan Davis into the vacant Contract Maintenance Buildings & Grounds position. On a motion by Commissioner Bowers, seconded by Commissioner Mize, with all voting aye, it was

RESOLVED, that the request of Maintenance Supervisor, Lynn Crow, to hire Nathan Davis into the vacant Contract Maintenance Buildings & Grounds position is approved. (Contract to be made a part of these minutes as Attachment #22)

The next item was to discuss adopting Resolution 2021-56 to pay for the Broadband Study using ARF (American Rescue Funds). On a motion by Commissioner Brown, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that adopting Resolution 2021-56 to pay for the Broadband Study using ARF (American Rescue Funds) is approved. (Resolution to be made a part of these minutes as Attachment #23)

The next item was to discuss approval to purchase an extra battery for the COVID backpack sprayer in the amount of \$400.00 to be paid with ARF (American Rescue Funds). On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that purchasing an extra battery for the COVID backpack sprayer in the amount of \$400.00 to be paid with ARF (American Rescue Funds) is approved.



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The next item was to discuss approval of the FY22 Holiday schedule. On a motion by Commissioner Brown, seconded by Commissioner Parker, with all voting aye, it was

RESOLVED, that the FY22 Holiday schedule is approved. (List to be made a part of these minutes as Attachment #24)

The next item was to discuss approval of FY21 Budget amendments. On a motion by Commissioner Parker, seconded by Commissioner Brown, with all voting aye, it was

RESOLVED, that the FY21 Budget amendments are approved. (List to be made a part of these minutes as Attachment #25)

The next item was to discuss approval of FY22 Budget. On a motion by Commissioner Parker, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that the FY22 Budget is approved. (List to be made a part of these minutes as Attachment #26)

The next item was to discuss adopting a new pay scale due to a .50 cent per hour cost of living adjustment. On a motion by Commissioner Mize, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that adopting a new pay scale due to a .50 cent per hour cost of living adjustment is approved. (List to be made a part of these minutes as Attachment #27)

The next item was to discuss approval of Resolution 2021-57 appointing Tina Morgan as County Treasurer effective October 1, 2021, through September 30, 2022, and Resolution 2021-58 naming County Depositories October 1, 2021, through September 30, 2022. On a motion by Commissioner Mize, seconded by Commissioner Bowers, with all voting aye, it was

RESOLVED, that Resolution 2021-57 appointing Tina Morgan as County Treasurer effective October 1, 2021, through September 30, 2022, and Resolution 2021-58 naming County Depositories October 1, 2021, through September 30, 2022 is approved. (Resolutions to be made a part of these minutes as Attachment #28&28A)

**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 9:39 a.m. On a motion by Commissioner Bowers, seconded by Commissioner Mize, with all voting aye.

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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