

JEFFERSON COUNTY COMMISSION
(Commission Chambers)

DATE: September 28, 2023

TIME: 9:00 AM

I. RECONVENE & ADJOURN THE MEETING OF SEPTEMBER 14, 2023

II. CALL TO ORDER & ROLL CALL

III. INVOCATION

Commission District 4

Rev. Dr. L.J. Hubbard, Sr. of Mt. Hebron Missionary Baptist Church

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES

1. Commission Meeting - September 14, 2023

VI. PRESENTATIONS

1. Presentation by Commission District 4 recognizing the retirement of Gay Nell White from the Jefferson County Emergency Management Agency.
2. Presentation by Commission District 2 honoring and acknowledging the Foot Soldiers.

VII. PUBLIC HEARINGS

None

VIII. RESOLUTIONS 1 - 52,

IX. PUBLIC WORKS, COMMUNITY SERVICES & INTER-GOVERNMENTAL RELATIONS - COMMISSIONER SCALES

A. Commission District 1

No Items Submitted

B. Board of Equalization

No Items Submitted

C. Environmental Services

1. Resolution authorizing the execution of a contract with REV Construction, Inc. for the Stadium Trace PS Chemical Feed for Odor Control. This project consists of the installation of a chemical feed odor control system at the Stadium Trace Pump Station to mitigate odors in the Hoover area.
2. Resolution authorizing the execution of Exhibit C-1 - Energy Services Work Request to the Master Services Agreement dated December 3, 2018, Minute Book 172, Page 513 between Jefferson County and Alabama Power Company in the amount of \$102,500 for electric upgrades at the Cahaba River Water Reclamation Facility.
3. Resolution authorizing to execute the ADEM Form 339 for the CWSRF loan program.

D. Human Resources

4. Resolution authorizing the renewal of a Managed Care Plan Agreement with Behavioral Health Systems to provide Mental Health/Substance Abuse Managed Care and Employee Assistance Program Services for Jefferson County Employees.

E. Compliance Office

No Items Submitted

F. Jefferson County Pension Board

No Items Submitted

G. Personnel Board of Jefferson County

No Items Submitted

X. COMMUNITY DEVELOPMENT & HEALTH SERVICES - COMMISSIONER TYSON

A. Commission District 2

No Items Submitted

B. Community Services

5. Resolution authorizing the execution of an Agreement with Sentell Engineering, Inc., for engineering design services related to the Jefferson County Housing Authority Park Improvement Project (CD22-03-CW-JCH). The fee for these services shall not exceed \$25,800.00 and will be paid from the CDBG Program Year 2022 funds.

C. Cooper Green Mercy Health Services

No Items Submitted

D. Coroner

No Items Submitted

E. District Attorney

No Items Submitted

F. Family Court

6. Resolution authorizing the execution of an agreement with Children's Policy Cooperative of Jefferson County in the amount of \$85,000.00 for FY2024.
7. Resolution authorizing a pay increase for the positions of Appointed Chief Probation Officer and Appointed Deputy Court Administrator of Family Court.

G. Sheriff's Office

No Items Submitted

H. Youth Detention

No Items Submitted

XI. ADMINISTRATIVE & INFRASTRUCTURE - COMMISSIONER STEPHENS

A. Commission District 3

8. Resolution authorizing the execution of a Community Grant Program agreement with Oak Grove Memorial Park and Recreation, Inc., in the amount of \$46,800.00 for the purpose of assisting with the installation of portable lighting.
9. Resolution authorizing the execution of a Community Grant Program Agreement with the Town of West Jefferson in the amount of \$36,719.00, for the purpose of assisting with the construction of the West Jefferson Storm Shelter.
10. Resolution authorizing a Community Agreement with the Town of Brookside in the amount of \$10,000.00, for the purpose of purchasing automatic Electronic Defibrillator's (AED's) for Brookside Fire Rescue.
11. Resolution authorizing the approval and adoption of the Jefferson County Commission Pre-Commission Committee/ Commission Meeting Calendar for the year 2024.
12. Resolution authorizing the salary adjustment for the position of Appointed Administrative Secretary (Classification #94602) to be set at \$99,750.00.

B. County Attorney

13. Resolution to deny the property damage claim of Jasmine Bradley.
14. Resolution to deny the property damage claim of Stephen McConico.
15. Resolution to deny the personal injury claim of Patrice Leonard.
16. Resolution to deny the property damage claim of Wendy Thompkins.
17. Resolution authorizing the execution of an Amendment to the Contract with Witt O'Brien's to add funds and time to Contract to Support ARPA SLFRF Program.
18. Resolution authorizing the execution of all necessary documents for the proposed Insurance Policies for FY24 and authorizing payment to USI Insurance Services, LLC for premiums.

C. County Manager

19. Resolution to Execute Amendment to Agreement to Assign Contract with Rock Solid to Granicus.

20. Resolution authorizing the execution of an ARPA SLFRF Funded Subrecipient Agreement with the Jefferson County Greenways Commission.
21. Resolution authorizing the execution of an ARPA SLFRF Funded Subrecipient Agreement with the Warrior River Water Authority.

D. Public Information Office

No Items Submitted

E. Roads & Transportation

22. Resolution authorizing the former Salvation Army Building be deemed surplus and approved for divestment.
23. Resolution authorizing Condemnation of Tracts 1, 2, 3, & 4, of 37-20-002 McAshan Drive Widening Phase I and Phase II.
24. Resolution authorizing Condemnation for Tracts 5, 6, 7, 8, 9, & 10 of 37-20-002, McAshan Drive Widening Phase I and II.
25. Resolution authorizing payment for Tract 4 of 37-20-002 McAshan Drive Widening Phase I and Phase II.
26. Resolution authorizing payment for Tract 5 of 37-20-002 McAshan Drive Widening Phase I and Phase II.
27. Resolution authorizing payment for Tract 4, 0.02 acres of Access Easement, 2020 PS01 – Pinewood, Woods Trace and Oak Grove Rd Pump Station Upgrade.
28. Resolution authorizing Payment for Tract 4, 0.007 acres, 2020 PS01 Pinewood, Woods Trace and Oak Grove Road Pump Station Upgrades.
29. Resolution authorizing payment For Lakeshore Drive Extension Project.
30. Resolution authorizing payment for Tract 12, Lakeshore Drive Extension Project.
31. Resolution authorizing payment for Tract 17 Lakeshore Drive Extension Project.
32. Resolution authorizing Street Maintenance Acceptance for a portion of Meadow Lake Circle as shown in final plat of Meadow Lake Phase 1.
33. Resolution authorizing the acceptance of Meadow Lake - Phase 2 Subdivision located in McCalla, Alabama.

- 34. Resolution authorizing the acceptance of Meadow Lake - Phase 3-A Subdivision located in McCalla, Alabama.
- 35. Resolution authorizing the acceptance of Meadow Lake - Phase 3-B Subdivision located in McCalla, Alabama.
- 36. Resolution authorizing the execution of the Meadow Lake Subdivision Storm Water Infrastructure.
- 37. Resolution authorizing payment for Tract 1, Caldwell Mill Road project.
- 38. Resolution authorizing payment for Tract 16, Grants Mill Road Corridor project.

XII. FINANCIAL, JUDICIAL, EMERGENCY MANAGEMENT & DEVELOPMENT AND GENERAL SERVICES - COMMISSIONER KNIGHT

A. Commission District 4

- 39. Resolution authorizing the execution of a Community Infrastructure Agreement with the Ruffner Mountain Nature Coalition in the amount of \$40,000.00, to assist with maintenance projects at Ruffner Mountain & Turkey Creek Nature Preserve.
- 40. Resolution authorizing the execution of a Community Infrastructure Agreement with the Glennwood Fire District in the amount of \$5,000.00, to assist with the purchase of a mid-heavy rescue truck.
- 41. Resolution authorizing the execution of a Community Grant Program Agreement with the City of Tarrant in the amount of \$1,000.00, to assist the Tarrant Senior Center with various programs and events throughout the year.
- 42. Resolution authorizing the execution of a Community Grant Program Agreement with the City of Irondale in the amount of \$1,000.00, to assist the Irondale Senior Center with various programs and events throughout the year.

B. Finance

- 43. Approval of the Unusual Demand Report for 09/28/23.
- 44. Resolution authorizing the approval of the Purchasing Agenda Reports for the weeks of 8/31/23 - 9/6/23 and 9/7/23 - 9/13/23.

45. Resolution authorizing the approval of the Purchasing Exceptions Reports for the weeks of 8/31/23 - 9/6/23 and 9/7/23 - 9/13/23.
46. Resolution authorizing the approval of the Encumbrance Reports for the weeks of 8/31/23 - 9/6/23 and 9/7/23 - 9/13/23.
47. Resolution authorizing the ratification of the Jefferson Credit Union Statement Closing Date September 3, 2023.

C. Budget Management Office

48. Approval and adoption of the Travel/Staff Development dated 9/28/2023.

MULTIPLE STAFF DEVELOPMENT

Development Services

Mondonna Movahed	4,150.06
Kathy Burleson	4,235.06
Accelerate	
Fort Washington, MD – September 23-28, 2023	

Human Resources

Rance Allman	2,681.44
Tonya Dawson	2,535.55
IPAC	
Washington, DC – July 22-26, 2023	

Revenue

Wanda Sanders	920.71
LaQueta Clay	885.34
Intro to License Administration	
Montgomery, AL – October 18-20, 2023	

LaShawn Pegues	380.00
Peterson Bridges	380.00
Rossana Reese	380.00
Shelley Raia	380.00
Constance Darby	1,100.48
David Steelman*	1,135.56
Joan Moffett*	1,403.25
Sales and Use	
Online *Opelika, AL – October 18-20, 2023 *October 17-20, 2023	

Wiley Stoudenmire	250.00
Charles Bell	250.00

CRE Update
Online – October 6, 2023

Roads and Transportation

Kellie Johnson	471.10
Laura Carter	581.54
Disaster Relief	
Prattville, AL – September 27-28, 2023	

Johanna Berres	1,654.51
Raymond Trammell	1,684.67
Water Resource Conference	
Orange Beach, AL – September 5-8, 2023	

INDIVIDUAL STAFF DEVELOPMENT

Board of Registrars

Barry Stephenson	465.22
Alabama Election Conference	
Tuscaloosa, AL – October 4-6, 2023	

Commissioner District 2

Sheila Tyson	355.00
CBC	
Washington, DC – September 19-23, 2023	

Compliance

LaTonya Harris	3,289.00
SHRM Inclusion Conference	
Savannah, GA – October 29-November 1, 2023	

District Attorney Bessemer

Lane Tolbert	267.86
ADAA Legislative Meeting	
Auburn, AL – September 7-8, 2023	

Environmental Services

Kristian Blue	325.00
Operator Exam	
Various - Various	

Family Court

Epiphany Storey	1,443.20
JUST Conference	
Washington, DC – October 31 – November 3, 2023	

Human Resources

Adrienne Wormley-Davis 400.00
UAB Collat Career Fair
Birmingham, AL – September 26, 2023

Adrienne Wormley-Davis 150.00
UAB Government Career Fair
Birmingham, AL – September 26, 2023

Adrienne Wormley-Davis 275.00
Alabama A&M Career Fair
Huntsville, AL – October 5, 2023

Adrienne Wormley-Davis 500.00
University of AL Career Fair
Tuscaloosa, AL – September 20, 2023

Adrienne Wormley-Davis 175.00
Troy University Career Fair
September 27, 2023

Public Information Office

Helen Hays 948.32
ACCA
Orange Beach, AL – August 22-25, 2023

Chiara Morrow 3,220.82
ACMA Conference
Austin, TX – September 29-October 4, 2023

Helen Hays 937.50
PRSA Conference
Nashville, TN – October 15-17, 2023

Revenue

Wanda Sanders 756.52
Association of Tax Administrators
Prattville, AL – December 5-7, 2023

Rossana Reese 265.00
Revenue Officers Training
Online - October 4-6, 2023

Joan Moffett Audit Memphis, TN – September 24-29, 2023	1,541.65
Scott Smith CRE Class Online – October 20, 2023	250.00
Charles Bell CRE Update Online – October 6, 2023	250.00
LaQueta Clay Intro to License Administration Prattville, AL – December 6-7, 2023	499.32
Denise Morgan CRE Maintenance Tuscaloosa, AL – October 4-6, 2023	825.28
Menisha Baldwin Audit Huntsville, AL – October 29-November 3, 2023	1,313.49
Tax Assessor Bessemer Biancia Ardis Intro to Property Tax Admin Hoover, AL – May 1-3, 2024	325.00

D. Board of Registrars

49. Resolution authorizing the relocation of Precinct 2090 from Holy Family Christo Rey School to 6th Avenue Baptist Church.

E. Circuit Clerk

No Items Submitted

F. Development Services

No Items Submitted

G. Emergency Management Agency

No Items Submitted

H. General Services

No Items Submitted

I. Law Library

No Items Submitted

J. Probate Court

No Items Submitted

K. Revenue

No Items Submitted

L. Security Office

No Items Submitted

M. State Court

No Items Submitted

N. Tax Assessor

No Items Submitted

O. Tax Collector

No Items Submitted

P. Treasurer

No Items Submitted

XIII. INFORMATION TECHNOLOGY & ECONOMIC DEVELOPMENT - COMMISSIONER BOLIN

A. Commission District 5

No Items Submitted

B. Economic Development

50. Resolution authorizing the execution of a Tax Abatement Agreement for Jay Industrial Repair, Inc., to expand its company and increase operations in a new 14,700 square foot building located in Jefferson County.
51. Resolution authorizing an Agreement with the Birmingham Business Resource Center in the amount of \$500,000.00, to support its efforts in assisting underutilized businesses as they start, grow, and expand their businesses in Jefferson County.
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C. Information Technology

52. Resolution authorizing the execution of an Amendment 1 to the Orthophotography & Planimetric Data Cost Sharing Agreement in the amount of \$35,714.29, with the City of Vestavia Hills.
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XIV. NEW BUSINESS FOR UNANIMOUS CONSENT AND CONSIDERATION

XV. COMMENTS

County Attorney - Theo Lawson

County Manager - Cal Market