

The Geneva County Commission met in regular session on Monday, August 12, 2019 at 9:30 a.m. at the Geneva County Courthouse in Geneva, Alabama.

Commission Chairman Toby Seay called the meeting to order and welcome guests and media present. Commissioner Wilks opened the meeting with prayer. Chairman Seay led the group in the Pledge of Allegiance.

There were no citizens requesting to make public comment.

There were no elected officials requesting to make public comment.

Chairman Seay called the roll and the following members were present: Commissioners Weston Spivey, Todd Brannon, Bart Wilks and Sandy Hammer. The County Attorney, Phil Eldridge; County Engineer, Justin Barfield; Chief Administrative Officer, Marietta Webster were also present. The following business was transacted:

MINUTES OF THE MEETING

NEW BUSINESS:

1. Approve Minutes of July 22, 2019. Commissioner Hammer made a motion to approve the minutes July 22, 2019. Commissioner Wilks seconded the motion. Vote was 4-0 with correction per Chairman.
2. C Cap-Karinne Simmons: Mrs. Simmons stated that C Cap was formerly HRDC which assist with energy and food nutrition. The energy assistance program provides over three hundred thousand dollars to help with electrical bills. Commissioner Brannon made a motion to move proclamations up on the agenda. Commissioner Wilks seconded the motion. Vote was 4-0.
3. Proclamations: Emily VanSeyoc. Southeast Alabama Regional Planning spoke concerning the available grant for energy assistance with the county funding a twenty percent match up to twenty-five thousand which can provide lighting updates for the Geneva County Farm Center. Chairman Seay read the resolution required to apply for the energy grant for \$24,133 with county responsible for match of 4,827.00 leaving the grant total of \$19,306. Commissioner Brannon made the motion to approve Energy Grant resolution of intent. Commissioner Hammer seconded the motion. Vote was 4-0.
Chairman read resolution by the Commission honoring Amy Woodham of Slocomb, Alabama for her accomplishment as NJCAA FPN Division 1 Pitcher of the year and other accomplishments.
4. Presentation was made by NorthStar Engineering, Phillip Santora, regarding proposed cost to handle engineering services for spec building at Industrial Park for a forty-five to fifty thousand square foot building. All services that would be required were explained and cost. Brook Bennett, CDG Engineering also presented engineering services and cost for spec building at Industrial Park. Chairman stated that no action

can be taken until validation has been processed which should take place in the next four to six weeks.

5. Bids: N/A

OLD BUSINESS:

1. Jail Construction: The low voltage cable bid was approved this morning by the Public Building Authority and by taking bid separately this has saved \$20,000 on construction cost.
2. Board Appointments: Commissioner Wilks made a motion to appoint Kevin Ammons to complete Gail Hayes's term of office on Southeast Regional Planning and Development Board. Commissioner Brannon seconded the motion. Vote was 4-0. Commissioner Brannon made a motion to reappoint Phil Durant to Geneva County Health Authority. Commissioner Hammer seconded the motion. Vote was 4-0.
3. Bids: N/A
4. Commissioner Brannon made a motion to allow Hayward Hosch to speak. Commissioner Wilks seconded the motion. Vote was 4-0.
Mr. Hosch presented resolution that must be adopted to start the process in the financing of the spec building for Industrial Park. Commissioner Wilks made a motion to proceed with the validation and adopt the resolution and order. Commissioner Brannon seconded the motion. Vote was 4-0.

REPORTS OF STAFF:

Sheriff: Sheriff Helms stated that he had a deputy to total one of the trucks purchased from another county and insurance company had sent the adjuster but that we had not been notified of his assessment.

Sheriff advised the commission that a meeting will be out at the construction trailer today.

Sheriff stated that he has another correction office that has resigned.

County Administrator: Reminded the Commission that they had room reservations for the ACCA Conference on Tuesday, August 20 and Wednesday, August 21.

County Engineer: County Engineer noted that he has four openings at this time. Advertising of positions have been done steadily for the last several months with few applicants.

The department is still waiting on FEMA funds for the hurricane.

Bush hogging is currently being done with spraying taking place ten days out.

Department working on requirements for grant money on drainage issues for several roads.

New cell is being worked on at the Landfill.

Updated that he should have all their information for the new website in place.

The rebuild Alabama Tax will need the department to put together a plan for next year's paving by end of August. Engineer discussed the issue of a bond in order to move forward with a bond to do paving for local and minor collector roads before the funds are received from State. The funds from State can have fifty percent used for repayment of a bond. Engineer noted that there is also a grant that would allow for them to apply for assistance for a road and they have come up with ATRIP III that can also be applied for. Engineer will bring information to the next meeting on the plan.

County Attorney: County Engineer sent Attorney Eldridge request extension of the agreement with Alabama State Forestry for services. County Attorney said the Alabama State Forestry does reimburse the County for the services hourly at blue book rate. Commissioner Brannon made a motion to extend the contract for three years with Alabama State Forestry Conservation. Commissioner Hammer seconded the motion. Vote was 4-0.

County Attorney reported that at Personnel Board Meeting, the Personnel Directors' position had been combined with Payroll Clerk/County Administrator within the commission office by temporary assignment with a new pay scale to be provided with the employee becoming permanent after she has been on the job one hundred twenty days.

County Attorney stated that the former EMA Director, Margaret Mixon, agreed to contract with the county for her services on a temporary basis in order to complete the past due expense reports that were not done as requested by prior director and to get the office paperwork in order. The Commissioners were furnished a copy of the contract prior to the meeting for their review which would be effective July 29, 2019. Mrs. Mixon will be working three days a week and works with the Sheriff as acting EMA Director, as needed to help him perform the duties required of EMA Director. Mrs. Mixon will be staying to help the county with training a new director. She will be an independent contractor and not an employee. Commissioner Hammer made a motion to approve the contract with Mrs. Mixon as written effective of July 29, 2019. Commissioner Wilks seconded the motion. Vote was 4-0.

County Attorney was asked to check with our insurance company regarding setting up a Farmers Market at the Farm Center. Mr. Macon with CRS responded that we are covered with liability insurance, but each farmer should sign a whole harmless agreement. Jimmy Jones, Henry County Extension, spoke concerning their Farmers Market at their county. He stated that there are rules and regulation from the State and the extension office does food safety training. The farmers must sign up and form committee and nominate someone to oversee that all the paperwork and requirements are followed.

Auburn Extension: Grass Roots meeting, Thursday 11 to 1. Gloria Marks stated that she would be at the ACCA conference working with other County Agents who will be providing breakfast each day.

Chairman Seay: Chairman Seay had spoken to several sources regarding a salary study.

Davenport Design and Services for salary study \$15,000

Johnson consulting group -\$16,900 or \$13,500 with job descriptions

Jacksonville State University- \$7,500

Commissioner Wilks made a motion for the County to sign contract with Jacksonville State University to handle a salary study. Commissioner Spivey seconded the motion.

Vote was 4-0.

Chairman stated that Lehr, Middlebrooks, Vreeland and Thompson, P. C. can review the Personnel Handbook for compliance with Federal and State Laws and make comments and recommendations for \$3,100. This would assist the Personnel Board with updating the Personnel handbook and having it compliance with Federal and State Law.

Commissioner Spivey made a motion to enter into contract with Lehr, Middlebrooks, Vreeland and Thompson, P. C. to review and ensure current handbook is following State and Federal Laws and make recommendations. Commissioner Hammer seconded the motion. Vote was 4-0.

Chairman discussed election position that was eliminated due to not needing a person on payroll year around when elections are only held every two years. Chairman proposed that the commission enter into an agreement with Wiregrass Election Support to provide support on Election Days. Chairman feels that maintenance would be able to deliver the machines to the voting houses which would allow the support to handle the technical as needed. Wiregrass Election Support will provide technical support for \$1000 per election day or \$2500 for them to do everything. Commissioner Wilks made a motion to enter into an agreement with Wiregrass Election Support for the election day support at \$1000 per election. Commissioner Hammer seconded the motion. Vote was 4-0.

Chairman noted that Revenue and Reappraisal offices have been painted and new flooring has been put down.

Emergency Management position was discussed regarding the job announcement and job description as to what the county requires. Everyone was asked if they were satisfied with the job announcement as written. Commissioner Hammer made motion to approve the announcement and job description of the EMA position to be announced August 21 through September 4, 2019. Commissioner Wilks seconded the motion. Vote was 4-0.

Commissioner Spivey stated that due to outside information that he would like the public to know and applicants to understand that the commission was not provided any written proof of required education from previous EMA Director.

Mrs. Mixon was asked if she would report on the EMA Office and she stated that she had to redo all expense reports for October 2018 through July 2019 that were not completed due to missing receipts and required documents and they had been completed and mailed. She noted that papers were unorganized in piles at the office and that she had sorted through them keeping important and shredding the rest. The siren system had not been set-off or printouts run to evaluate them in several weeks, so Mrs. Mixon has reached out for assistance and now is able to set them off each Thursday as they had been done for years. She stated that she will work at getting everything caught up and cleaned up. Mrs. Mixon said she was available to assist Sheriff Helms who is acting as EMA Director as needed.

Commissioner Wilks: Commissioner Wilks talked about the employees that do not receive holiday pay when they are on their six-month probation. This has impact on employees that have just started work and it is during the period when we are having several holidays within a short time period and their checks are short those days. Commissioner Wilks made a motion to allow all employees that are still on probation for six months be allowed to be paid Holiday Pay from date of hire. Commissioner Spivey seconded the motion. Vote was 4-0.

Commissioner Wilks discussed health insurance and how employees must pay arrears due to the health insurance billing in arrears and how it affects an employee that is just starting out on the job.

Commissioner Hammer: Nothing to report.

Commissioner Brannon: Nothing to report.

Commissioner Spivey: Reported that he and the Engineer had went to see about a road in his district and would like to thank him for his time and all that participate in the work for the county.

Commissioner Brannon made the motion to recess at 11:45 a. m. Commissioner Wilks seconded the motion. Vote was 4-0.

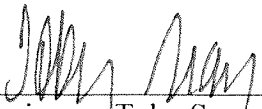
Reconvened at 12:45 a.m. to discuss the Budget for 2020. Commissioner Hammer made motion to reconvene. Commissioner Wilks seconded the motion. Vote was 4-0.

Budget 2020:

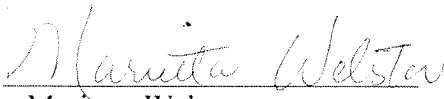
Mrs. Webster passed out a copy of the 2020 Budget worksheets to the Commission for review. After looking over the budget, discussion continued with Chairman requesting that each commission look over the budget and make note for questions to be discussed at the end of the next regular meeting. Mrs. Webster will adjust areas in budget as discussed for the next meeting and commission will continue working with the budget after each meeting until time to approve at the last meeting of September.

Commissioner Hammer made a motion to adjourn. Commissioner Brannon seconded the motion. Vote was 4-0.


The above constitutes the minutes of the meeting of the Geneva County Commission held on Monday, August 12, 2019.




Chairman, Toby Seay



Marietta Webster
Chief Administrative Clerk



Commissioner Weston Spivey



Commissioner Todd Brannon



Commissioner Bart Wilks



Commissioner Hammer

2019 AUG 12 09:45 AM



STATE OF ALABAMA
 DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES
 WILDLIFE AND FRESHWATER FISHERIES DIVISION



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KAY IVEY
 GOVERNOR

CHRISTOPHER M. BLANKENSH
 COMMISSIONER

EDWARD F. POOLOS
 DEPUTY COMMISSIONER

The mission of the Wildlife and Freshwater Fisheries Division is to manage, protect, conserve, and enhance the wildlife and aquatic resources of Alabama for the sustainable benefit of the people of Alabama.

CHARLES F. "CHUCK" SYKES
 DIRECTOR

FRED R. HARDERS
 ASSISTANT DIRECTOR

July 26, 2019

Mr. Toby Seay, Chairman
 Geneva County Commission

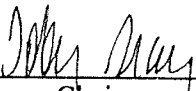
Dear Mr. Seay:

In accordance with item IV of the attached Memorandum of Understanding (MOU) between the Alabama Department of Conservation and Natural Resources, Wildlife and Freshwater Fisheries Division and Geneva County, please accept this correspondence as notice that The Division desires to extend the term of the original agreement for an additional three (3) year period. All other terms and conditions of the original contract remain in full force and effect. We appreciate the working relationship developed through this MOU.


If the County wishes to extend the term of this agreement as proposed, please indicate your acceptance below and return this correspondence to me at your earliest convenience.

If the County concurs with the extension, the original agreement shall expire on September 30, 2022, unless further extended by the parties in accordance with original agreement. Please contact me at (334) 242-3859 if you have any questions.

Accepted:

BY: 
 Toby Seay, Chairman
 Geneva County Commission

Date: 8-12-19

Sincerely,

 Chris Smith
 Assistant Chief
 Wildlife Section

A PROCLAMATION HONORING

Amy Woodham

WHEREAS, Amy Woodham of Slocomb, Alabama, has been named the 2019 NJCAA FPN Division 1 Pitcher of the Year. Ms. Woodham was instrumental in leading the Chipola Indians to the NJCAA Division 1 National Championship.

WHEREAS, she has been a highly dedicated and competitive student athlete with strong character and integrity; and

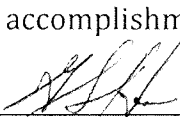
WHEREAS, Ms. Woodhams' accomplishments while at Slocomb High School include:

Wiregrass Athletic conference team 8th -12th grade; Wiregrass Athletic Conference Player of the Year 11th and 12th grade; Max Preps National Player of the Week 12th grade; Dothan Eagle Super 12 team 9th – 12th grade; Dothan Eagle Super 12 Player of the Year 11th grade; 3A State Hitter of the Year 11th grade; 3A State Player of the Year 12th grade; 3A State Tournament team 11th and 12th grade; and 2017 Alabama Super 10 Softball team 12th grade;

WHEREAS, Ms. Woodhams' accomplishments while at Chiploa Junior College include:

1st Team All Panhandle Conference Freshman year; 1st Team All Panhandle Conference Sophomore year; 2019 FCSAA State Tournament Team for Pitching; 2019 NJCAA Outstanding Pitching Award for the National Tournament; NFCA NJCAA 1st Team All American Sophomore year; NFCA Division 1 South Region 1st Team Sophomore year; NFCA Division 1 1st Team All American Sophomore year; Panhandle Conference Female Scholar Athlete of the Year Sophomore year;

NOW, THEREFORE, BE IT RESOLVED, that the Geneva County Commission, do hereby honor Amy Woodham on this day, August 12, 2019, for all her accomplishments.



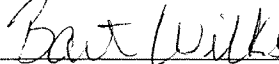
Commissioner Sandy Hammer



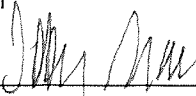
Commissioner Weston Spivey



Commissioner Todd Brannon



Commissioner Bart Wilks



Chairman Toby Seay