

MINUTES OF HOUSTON COUNTY COMMISSION
APRIL 14, 2008

PRESENT: Chairman Mark S. Culver, Commissioner Curtis Harvey, Commissioner Bobby R. Snellgrove, Commissioner Phillip L. Forrester, Gary Sherrer, Attorney, Mark Pool, Engineer, and Bill Dempsey, Chief Administrative Officer

ABSENT: Commissioner Frances M. Cook

Chairman Mark S. Culver called the 10:00 A.M. meeting to order, established that a quorum was present, and welcomed everyone. Pastor Bobby Marks, Cornerstone Bible Church, gave the invocation. Commissioner Forrester led in the Pledge of Allegiance.

Commissioner Harvey made a motion to approve the minutes of the last meeting. Commissioner Snellgrove seconded; and the motion carried unanimously.

Announcements and Public Comments from Chairman and Commissioners

Chairman Culver reminded everyone Saturday, April 19th, is the 19th Annual Houston County Spirit of Service Day. He encouraged everyone to take time Saturday morning to get out and do something in the community to help those who are less fortunate, and to help beautify the community. The chairman reported there are a lot of projects out there and if someone has a group or would like to get involved individually, to contact Linda Kelley, at the Dothan Area Chamber of Commerce, 792-5138.

The chairman reported he had received the monthly report from the jail, and as of April 11th, there were 463 inmates in the jail. He asked the judicial representatives and everyone involved in the judicial system to try to expeditiously get these people run through the system in order to get the jail count down.

Awards and Presentations

1. Proclamation - "RSVP National Volunteer Week" – Mrs. Diane Marshburn, Executive Director, RSVP, and Sam Crawford, Volunteer Coordinator, Houston-Henry County RSVP

Chairman Culver asked Mrs. Diane Marshburn and Mr. Sam Crawford to come forward. Mrs. Marshburn asked Ms. Joy Kamins to also come forward. Mrs. Marshburn stated Ms. Kamins is the volunteer receptionist and she is at the office every day from 8:00 until 4:30 with no pay. She reported she came here as a result of Hurricane Katrina. She thanked Mrs. Kamins for the wonderful job she does. Commissioner Forrester made a motion to approve the Proclamation

declaring April 27-May 3, 2008 as "RSVP National Volunteer Week" in Houston County. Commissioner Harvey seconded the motion; and it carried unanimously. The chairman then presented the Proclamation to Mrs. Marshburn. Chairman Culver stated he thought it very appropriate to recognize that week as Volunteer Week in Houston County at the time our county is doing Spirit of Service, which is a volunteer activity that has been going on for years.

Mrs. Marshburn stated without the commission's in-kind assistance with the building across the street and without the dollars the commission gives them they could not continue. She reported they have so many new volunteers coming into their program because there is a wonderful trend of senior adults coming into the community. Mrs. Marshburn reported their organization is about seniors 55 and older coming in and being able to give back to the community by sharing their skills and knowledge, and getting to know them. She thanked the chairman and the commission for honoring RSVP and the volunteer program.

Mr. Crawford reported his job is to find opportunities to engage retirees with private enterprises. He stated from that engagement he hoped they could establish some inspirational stories that will allow them to recruit other volunteers. He stated so far they have been successful and he thanked the commission for their support.

Consent Agenda

1. Request to award bid for Pest Control Services.
2. Request to award bid on JCS Building Roof Replacement.
3. Request to award bid for bituminous coated roadway drainage pipe.
4. Request to award bid for inert solid waste disposal.
5. Request to award bids for bag cement, concrete block, MC-70 prime, grass seed, fertilizer, and bulk cement.

Commissioner Snellgrove made a motion to approve the consent agenda to award the bid for pest control services to Knox Pest Control, low bidder meeting specs in each category, award the bid for the JCS building roof replacement to Marty Robbins Roofing, low bidder meeting specs, in the amount of \$46,970.00, award the bid for bituminous coated roadway drainage pipe to Contech Construction Company, low bidder meeting specs, in the amount of \$196,403.00, award the bid for inert solid waste disposal to Rose Hill Landfill, LLC, low bidder meeting specs, in the amount of \$12.50 per ton, award the bid for bag cement to Jenkins Brick Company, low bidder meeting specs, in the amount of \$8.05 per bag, award the bid for concrete block to Couch Ready Mix USA, the only bidder, \$1.32 each for 8"x8"x16" regular block and \$1.32 each for

8"x8"x8" half block, award the bid for MC-79 prime to Hunt Refining Company, the only bidder, in the amount of \$2.5372 per gallon, award the bid for grass seed to Gro South, Inc. and Kelly Ag, low bidders meeting specs in each category, to award the bid for fertilizer to Farmers Coop of Ashford, low bidder meeting specs in the amount of \$657.00 per ton and \$16.00 per 50 lb. bag, and award the bid for bulk cement to Couch Ready Mix, the only bidder, \$160.00 per ton. Commissioner Harvey seconded; and the motion carried unanimously. (Please see attached bid summary sheets in Minute Book)

Regular Agenda

1. Request to approve Homeland Security grant for crime scene incident investigation vehicle - \$200,000.

Commissioner Snellgrove made a motion to approve the Homeland Security grant for a crime scene incident investigation vehicle in the amount of \$200,000. Commissioner Harvey seconded the motion. Chairman Culver reported this is a 100% flow-through grant for the Sheriff's Department. The chairman called for the question; and the motion carried unanimously.

2. Request to approve Homeland Security grant toward Dothan Radio Communications System - \$50,000.

Commissioner Harvey made a motion to approve the Homeland Security grant toward the Dothan Radio Communications System in the amount of \$50,000. Commissioner Forrester seconded the motion. The chairman stated this is a flow through for a 100% grant that the city got for their communications system. He pointed out since Mr. Matthews is the designated contact for Homeland Security, it has to go through the commission. Chairman Culver called for the question; and the motion carried unanimously.

3. Request to approve Homeland Security grant for maintenance and equipment for communications truck - \$5,000.

Commissioner Snellgrove made a motion to approve the Homeland Security grant for maintenance and equipment for the communications truck in the amount of \$5,000. Commissioner Harvey seconded the motion. Chairman Culver reported this is for some maintenance on the truck along with a few small pieces of equipment. Chairman Culver called for the question; and the motion carried unanimously.

4. Request from EMA to approve 2008 Severe Weather/Hurricane Incident Action Plan.

Commissioner Harvey made a motion to approve the 2008 Severe Weather/Hurricane Incident Action Plan. Commissioner Forrester seconded the

motion. Chairman Culver reported the EMA staff had done a good job on providing this plan. He pointed out the plan has been used as a model for others to develop and it is basically a framework for our county to be prepared for incidents. Chairman Culver called for the question; and the motion carried unanimously.

5. Request to implement position/slot freeze immediately through April 1, 2009.

Commissioner Harvey made a motion to approve the request to implement a position/slot freeze immediately through April 1, 2009. Commissioner Snellgrove seconded the motion. Chairman Culver reported the commission is taking action to let the department heads know that for the next year, the commission will not be approving the funding for any new positions. He stated there are currently 20 slots that are funded but are open. The chairman reported those 20 slots can continue to be advertised and funded because they are budgeted. Chairman Culver stated the commission is asking that no new positions be approved until April 1, 2009. He pointed out they will be approved in the budget process as they normally are done but the department heads will only present them with an amount that will begin April 1st. Chairman Culver reported that will give the commission some time to get through some of the economic issues everyone is facing right now. He pointed out the latest sales tax report for Houston County continues to be up for the year with a little over 4% growth. Chairman Culver stated he thought it said a lot about our area and economy during this time of uncertainty. Chairman Culver called for the question; and the motion carried unanimously.

6. Request from Sheriff to change commissary vendor at the Jail.

Commissioner Snellgrove made a motion to approve the request from the Sheriff to change the commissary vendor at the Jail to Swanson Services Corporation. Commissioner Harvey seconded the motion. Chairman Culver reported the county's portion of the sales will be higher and should create additional funds for the Sheriff's discretionary funds. The chairman called for the question; and the motion carried unanimously.

7. Request from Information Technology to approve budget amendment for replacement of uninterruptable power supply - \$6,000.

Commissioner Harvey made a motion to approve the request from Information Technology to approve the budget amendment in the amount of \$6,000 for the replacement of the uninterruptable power supply. Commissioner Forrester seconded the motion. Commissioner Snellgrove questioned whether bids were going to be taken. Mr. Dempsey stated this was needed because it was a back-up power supply. He reported there had been some problems over the last

month or so with the power supply. Mr. Dempsey stated if there was a power outage and they did not have the proper back-up some data could be distorted. Mr. Clark stated they have not taken bids. He reported he had spoken to the auditor and he was informed since this is an emergency plus they are not going to get any more UPS similar to this for the remainder of the year, they could get three quotes and still fall under the bid law. Chairman Culver stated Mr. Clark is asking to get the quotes but he is going to go ahead and purchase it, and he needs a budget amendment. Chairman Culver called for the question; and the motion carried unanimously. (Please see attached budget amendment in Minute Book)

8. Request from Revenue Commissioner to approve budget amendment for updating mapping software.

Commissioner Harvey made a motion to approve the request from the Revenue Commissioner for a budget amendment to upgrade mapping software. Commissioner Snellgrove seconded the motion. Chairman Culver stated this is going to have to be done at some point and if it is done now the county will be saving at least \$7,000 for maintenance. He stated the commission can either not make the budget amendment and put it in next year's budget and pay a little more or do it now and save some money. Mr. Dempsey stated it was his understanding that it does have to be done. He stated he thought there were some funds available and that he would be discussing it with Revenue Commissioner Matthews. Mr. Dempsey reported they may be able to just move some money around internally. Chairman Culver stated they talked about it on Thursday. He asked if they found any money? He stated people were nodding in the affirmative. He reported the commission would be approving the transfer of money; not any new money. Mr. Dempsey stated actually, he did not think it would even require commission approval because they had operating funds and they should be able to transfer it. The chairman called for the question; and the motion carried unanimously.

9. Request to approve budget amendment for Road & Bridge – transfer of \$160,000 for bridge project.

Commissioner Harvey made a motion to approve Road & Bridge's request for a budget amendment to transfer \$160,000 for a bridge project. Commissioner Snellgrove seconded the motion. Chairman Culver reported this transpired as a result of the commission putting the money for the Brannon Stand Road Bridge into the bond issue. He pointed out it freed up some federal funds they were going to use for that and it enables the county to do more work this year than they had originally planned. Chairman Culver reported this portion is 20% of the match on the project and it is a transfer of funds; not new funds. Chairman Culver called for the question; and the motion carried unanimously.

10. Request to approve job description change for Sanitation Superintendent Grade 22 to Administrative Assistant Grade 17; yearly savings of (\$11,065).

Commissioner Snellgrove made a motion to approve the job description change for the Sanitation Superintendent Grade 22 to Administrative Assistant Grade 17 for a yearly savings of \$11,065. Commissioner Harvey seconded the motion. Chairman Culver stated this is a retirement and upon the individual's retirement, Mr. Pool and the staff have looked at the position and they have reworked how the department can run and felt it could be lowered. The chairman called for the question; and the motion carried unanimously.

11. Request to approve start-up date for building permit program (June 1st) and permit fee.

Commissioner Harvey made a motion to approve the start-up date for the building permit program effective June 1st and a \$100.00 permit fee. Commissioner Snellgrove seconded the motion.

Mr. Barfield stated Montgomery County charges \$100 per permit, and they are going to visit their department and see how they run their program and have Houston County's program up and running June 1st. Chairman Culver stated in essence, Montgomery County is doing what Houston County is planning to do. He stated at the time the permit is issued they will determine if the structure is in a flood plain, and if it is outside a flood plain what impact that might have, and also determine if the contractor is an Alabama licensed contractor. He reported Montgomery County has a varying fee and our county is looking at having one fee that covers everything. Commissioner Snellgrove asked Mr. Barfield to explain exactly what the permit fee is for? Mr. Barfield stated they will be policing the jobs going on out in the county and if someone builds in a flood zone, the county will be doing on-site inspections. He reported they are creating a new position to handle building permits and flood zone permits. Commissioner Snellgrove stated the contractor or homeowner would be paying for the permit. Mr. Barfield stated the homeowner can still build their own house and if they are going to hire a contractor, he must be licensed. Chairman Culver stated this will create a consumer protection program for people out in the county who are building. He stated there have been issues with some contractors who have come here from out of state and built homes for individuals and then after the fact there have been some problems, and they cannot find the contractor, or they have found out the contractor is not licensed. The chairman asked if they planned to come back with the procedures? Mr. Barfield stated they would make a presentation and determine at what level a permit will have to be purchased. Chairman Culver stated he thought the commission wanted to keep it as simple as possible.

Mr. Clark Matthews stated this is a liability issue for the county because they never had control over who was building in the county and with the permits it will help stop people starting a house in a flood zone. He stated if the county continues to go down this road he was afraid eventually someone would file a lawsuit. Commissioner Snellgrove stated previously people had to go to EMA to check to see if they were in a flood zone, and that has been moved out to the Road and Bridge Department.

Mr. Gary Knight stated he was going to meet with the Houston County Community Corrections Board April 16th, and would be requesting that they be able to contract two positions in their program due to the labor freeze. He stated Project Rio has lost its grant and they work with the job placement and mentoring program. The chairman asked if this had something to do with the permitting program? Mr. Knight stated no, he thought they had concluded that item. Chairman Culver stated the freeze was discussed back in item #5, and he asked Mr. Knight to have a seat.

Chairman Culver called for the question; and the motion carried unanimously.

12. Request for Lounge Retail Liquor License – Class I – Jeffrey David Gilmore d/b/a Mybar & Grill, 14805 Highway #84 West, Wicksburg.

Commissioner Forrester made a motion to approve the Lounge Retail Liquor License – Class 1 – Jeffrey David Gilmore d/b/a Mybar & Grill, 14805 Highway #84 West, Wicksburg. Commissioner Snellgrove seconded the motion. Commissioner Forrester stated he went out to Wicksburg over the weekend and he checked with the Sheriff's Department and this is a situation where they do a neighborhood survey and for all practical purposes the neighborhood survey is a moot point because the applicant has complied with the necessary guidelines and has to be issued a permit. He reported the Sheriff has stated in his letter that he found no reason why the license could not be issued. Chairman Culver stated the survey that was done contained approximately 60% or more on there who were not in favor and the point is well taken if they meet all of the legal requirements he really does not know why they conduct the surveys, unless it is an advisory survey. He reported if the commission denies the license then the applicant can go to court and get the license issued anyway. Chairman Culver called for the question; and the motion carried unanimously.

Staff Reports:

1. Chief Administrative Officer – there was none.
2. County Engineer – there as none.
3. County Attorney – there was none.

Adjourn – Commissioner Harvey made a motion to adjourn. Commissioner Snellgrove seconded; and the motion carried unanimously.

