

STATE OF ALABAMA §

LAUDERDALE COUNTY §

Alabama Governor Kay Ivey issued a State of Emergency in response to the COVID-19 (Coronavirus) outbreak and on March 18<sup>th</sup>, 2020, approved that County Commission Meetings could be held via teleconference during this State of Emergency to discuss and approve items related to COVID-19.

The Lauderdale County Commission convened via teleconference at 5:00 p.m. on the 23<sup>rd</sup> day of March, 2020. The meeting was called to order by the Chairman of the Lauderdale County Commission, Danny Pettus. Upon roll call, the following members answered present:

Danny Pettus	Chairman
Roger Garner	Commissioner, District 1
Brad Holmes	Commissioner, District 1
Fay Parker	Commissioner, District 2
Joe Hackworth	Commissioner, District 2
Legal Counsel:	
Christopher A. Smith	County Attorney

Chairman Pettus, upon declaration of a quorum being present, opened the meeting for the transaction of business.

The invocation and Pledge of Allegiance were delivered by Commissioner Garner.

Awards and Presentations: None

Public Comments on Agenda items: None

Commissioner Parker moved, seconded by Commissioner Garner that all items listed on the regular business agenda be approved for immediate consideration. There being no discussion and upon a vote taken, motion unanimously approved. Agenda is herein recorded and made part of these minutes.

Commissioner Hackworth moved, seconded by Commissioner Holmes that the minutes of the last regular meeting and the last emergency meeting of the Commission be approved for recording. There being no discussion and upon vote taken, motion unanimously approved.

Commissioner Parker moved, seconded by Commissioner Holmes to approve a resolution to authorize Probate, Revenue and License Departments to waive the fee for mailing and credit card usage during this State of Emergency. The normal fees will resume once the State of Emergency has ended. There being no discussion and upon a vote taken, motion unanimously approved.

Commissioner Garner moved, seconded by Commissioner Parker to approve a resolution to authorize certain departments to limit the amount of time our employees may be exposed to the virus by changing some employee work schedules. Each department head will decide on weekly

schedules with a recommendation of rotating employees with the same skill set to work alternating weeks of Monday/Wednesday/Friday and Tuesday/Thursday. All leave will be paid by the Commission. Commission Holmes stated that this procedure has been vetted by the Association of County Commissions of Alabama (ACCA) and approved by legal counsel for the County. There being no further discussion and upon a vote taken, motion unanimously approved. Resolution is herein recorded and made part of these minutes.

In compliance with bid laws of the State of Alabama, sealed bids were advertised for Bid No. LA 2020-5 "Chemical and Cleaning Products". Bids were received and publicly read aloud on March 12<sup>th</sup>, 2020. Chairman Pettus asked Lauderdale County Administrator, Brenda Bryant, for her recommendation. Ms. Bryant stated that bids were received from American Paper & Twine of Leighton, Alabama, and Ginesis Natural Products of Waterloo, Alabama. Kitchen and laundry products requiring dispensers were not bid upon by any bidder and the current supplier of these items is EcoLab, Inc., of St. Paul, Minnesota. A separate bid will be made for these unbid items. Ms. Bryant recommended we purchase all products that were bid upon to the lowest bidder, American Paper & Twine. Commissioner Garner moved, seconded by Commissioner Parker, to follow Ms. Bryant's recommendation. There being no discussion and upon a vote taken, motion unanimously approved. Bid is awarded to American Paper & Twine of Leighton, Alabama. Bid tabulation sheet is recorded and made part of these minutes.

The invoiced bills were audited, allowed, and ordered to be paid upon a motion by Commissioner Hackworth and seconded by Commissioner Parker. There being no discussion and upon a vote taken, motion unanimously approved.

**CHECKS ISSUED MARCH 9, 2020 THROUGH MARCH 22, 2020**

GENERAL-SPECIAL CHECK #56026	\$627,801.85
AGRI-BUSINESS FUND CHECK #3788	\$48.00
LEPA FUND CHECK #8348	\$4,045.60
GASOLINE TAX FUND CHECK #17389	\$267,257.51
PUBLIC BLDG., R & B SPECIAL CHECK #N/A	\$750,000.00
PUBLIC HIGHWAY & TRAFFIC FUND CHECK #N/A	\$0.00
AL. TRUST CAPITAL IMPROVEMENT FUND CHECK #N/A	\$0.00
RRR GASOLINE TAX FUND CHECK #691	\$8,538.57
REAPPRAISAL FUND CHECK #11775	\$37,194.33
REAPPRAISAL MONEY MARKET CHECK #N/A	\$0.00
TOURISM, REC. & CONVENTION FUND CHECK #N/A	\$4,964.97
RSVP FUND CHECK #17478	\$2,116.78

CHILD PROTECTION FUND CHECK #N/A	\$4,173.74
SERIES 2001 DEBT SERVICE FUND CHECK #N/A	\$0.00
CDBG FUND CHECK #N/A	\$0.00
SOLID WASTE FUND CHECK #7941	\$130,689.84
ACCOUNT PAYABLE FUND CHECK #42526	\$268,303.31
FIRE PROTECTION FEE FUND CHECK #N/A	\$0.00
INDUSTRIAL DEVELOPMENT TAX FUND CHECK #N/A	\$418,947.50
TOBACCO TAX FUND CHECK #3081	\$0.00
TVA TAX FUND CHECK #N/A	\$0.00
	<b>TOTAL: \$2,524,082.00</b>

Scheduled Public Hearings: None

Staff Reports: None

Public Comment Period:

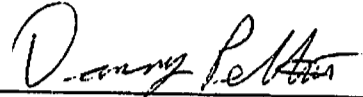
Judge William Motlow stated that he wanted to confirm that Probate was included in the departments waiving mailing and credit card fees during this time. County Administrator, Brenda Bryant, confirmed that Probate is included.

Commissioner Garner stated that he believed there is a gap in the resolution regarding the change in employee work schedules. He suggested having a discussion about how to accommodate employees with underlying health conditions that may be more susceptible to exposure. Ms. Bryant stated that a work session will immediately follow today's meeting and it would be discussed at that time in making further plans in dealing with the current situation and Mr. Garner agreed to wait until that time to discuss.

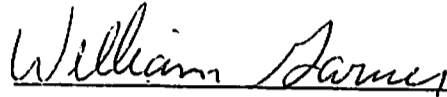
Commissioner Holmes stated that he appreciated the opportunity to have this atypical meeting via telephone allowable by the Governor in order to accommodate the current situation we are faced with. He also wanted to thank the department heads for working tirelessly in order to continue the work of the County while considering all aspects of these unique circumstances. Mr. Holmes further stated that Lauderdale County now has three confirmed cases of COVID-19 and encourages a county-wide effort with EMA, the Public Health Department and all municipalities working together to protect the safety, health and security of all citizens in order to minimize the effects on Lauderdale County.

There being no further business to come before the Commission and upon a motion made by Commissioner Parker and seconded by Commissioner Hackworth, the meeting was duly adjourned until the next regular meeting subject to call.

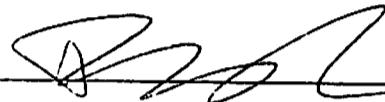
LAUDERDALE COUNTY COMMISSION



Danny Pettus, Chairman



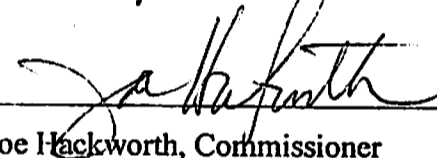
Roger Garner, Commissioner



Brad Holmes, Commissioner

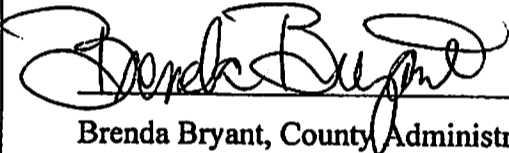


Fay Parker, Commissioner



Joe Hackworth, Commissioner

ATTEST:



Brenda Bryant, County Administrator

**LAUDERDALE COUNTY COMMISSION**

**REGULAR MEETING AGENDA**

**March 23, 2020**

**A. OFFICIAL AGENDA**

1. CALL TO ORDER AND WELCOME
2. CALL OF ROLL TO ESTABLISH QUORUM
3. INVOCATION AND PLEDGE OF ALLEGIANCE- Commissioner Garner
4. AWARDS AND PRESENTATIONS
- 4(a) PUBLIC COMMENTS ON AGENDA ITEMS

Per Rules of Procedure there is a three-minute time limit

**B. REGULAR BUSINESS**

1. Review and Motion to Consider Agenda Items
2. Approve minutes of last two meetings
3. Resolution—Fee waiver
4. Resolution—Employee Policy Change (Temporary)
5. BID LA-2020-5 “Chemical and Cleaning Products”
6. Audit and Approve Bills

**C. SCHEDULED PUBLIC HEARINGS**

**D. STAFF REPORTS**

**E. PUBLIC COMMENT PERIOD**

Per Rules of Procedure there is a three minutes’ time limit

**ADJOURN**

STATE OF ALABAMA §

LAUDERDALE COUNTY §

WHEREAS, the President of the United States declared a national emergency on March 13<sup>th</sup>, 2020, due to the COVID-19 Coronavirus epidemic; and

WHEREAS, the Governor of the State of Alabama declared a state of emergency on March 13<sup>th</sup>, 2020, due to the COVID-19 Coronavirus epidemic; and

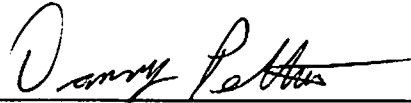
WHEREAS, the Lauderdale County Commission has the desire to minimize the impact to citizens as much as possible as it relates to fees charged for mail and credit card transactions during this state of emergency.

NOW THEREFORE BE IT RESOLVED by the Lauderdale County Commission that all fees charged for mail and credit card transactions will be waived during this state of emergency for items processed by Probate, Revenue and License Departments.

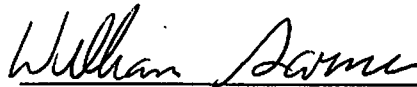
BE IT FURTHER RESOLVED by the Lauderdale County Commission that these policies may remain in effect as long as there is a declared state emergency regarding the COVID-19 pandemic and may be altered at any time by the Lauderdale County Commission.

Done this the 23<sup>rd</sup> day of March, 2020.

LAUDERDALE COUNTY COMMISSION



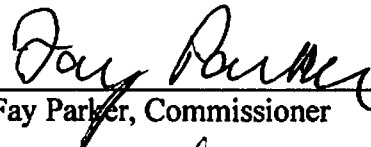
Danny Pettus, Chairman



Roger Garner, Commissioner

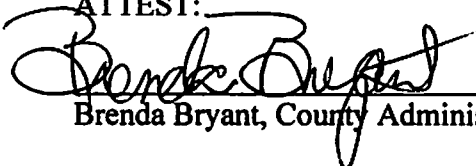


Brad Holmes, Commissioner

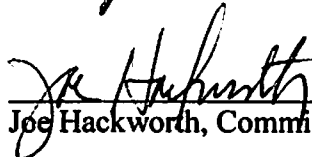


Fay Parker, Commissioner

ATTEST:



Brenda Bryant, County Administrator



Joe Hackworth, Commissioner

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WHEREAS, the Governor of the State of Alabama declared a state of emergency on March 13<sup>th</sup>, 2020, due to the COVID-19 Coronavirus epidemic; and

WHEREAS, the Lauderdale County Commission has the power and authority to provide for the health and safety of persons, which includes the citizens of Lauderdale County and County personnel.

NOW THEREFORE BE IT RESOLVED by the Lauderdale County Commission to limit citizens entering the courthouse by requiring citizens to contact the courthouse by telephone or email to inquire about available services. All court related issues are governed by the order of the Chief Justice of Alabama and the presiding Circuit Judge. Please direct all inquiries to the appropriate office by telephone referring to the list attached to this resolution.

BE IT FURTHER RESOLVED by the Lauderdale County Commission that any Department Head needing to reduce staff as a result of a minimized work-load due to the courthouse being made less available must work in conjunction with the County Administrator to determine a temporary change in work schedules for their employees.

BE IT FURTHER RESOLVED by the Lauderdale County Commission that each County Department Head may be authorized to schedule certain employees who possess the same skill set to work alternate schedules and work one week on Monday, Wednesday, and Friday and to work the next week on Tuesday and Thursday, beginning March 13<sup>th</sup>.

BE IT FURTHER RESOLVED by the Lauderdale County Commission that any days off will be paid by the County at the employee's current rate of pay with no charges to employee's sick or annual leave and no overtime will be available to any employee working the alternate week schedule.

BE IT FURTHER RESOLVED by the Lauderdale County Commission that these policies may remain in effect as long as there is a declared state emergency regarding the COVID-19 pandemic and may be altered at any time by the Lauderdale County Commission.

Done this the 23<sup>rd</sup> day of March, 2020.

LAUDERDALE COUNTY COMMISSION



Danny Pettus, Chairman



Roger Garner, Commissioner

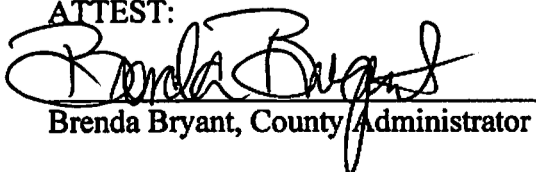


Brad Holmes, Commissioner



Fay Parke, Commissioner

ATTEST:



Brenda Bryant, County Administrator



Joe Hackworth, Commissioner

# LAUDERDALE COUNTY COURTHOUSE DEPARTMENTAL DIRECTORY

(See website for full departmental contact directory – [lauderdalecountyal.gov](http://lauderdalecountyal.gov))

<b>County Commission</b>	(256) 760-5750	<a href="mailto:bbryant@lauderdalecountyal.gov">bbryant@lauderdalecountyal.gov</a>
<b>Sheriff's Department</b>	(256) 760-5757	<a href="mailto:rrichey@lauderdalecountyal.gov">rrichey@lauderdalecountyal.gov</a>
<b>Probate Judge</b>	(256) 760-5804	<a href="mailto:alemay@lauderdalecountyal.gov">alemay@lauderdalecountyal.gov</a>
<b>Revenue Commission</b>	(256) 760-5785	<a href="mailto:sperry@lauderdalecountyal.gov">sperry@lauderdalecountyal.gov</a>
<b>License Commission</b>	(256) 760-5833	<a href="mailto:license@lauderdalecountyal.gov">license@lauderdalecountyal.gov</a>
<b>Road Department</b>	(256) 760-5880	<a href="mailto:ehill@lauderdalecountyal.gov">ehill@lauderdalecountyal.gov</a>
<b>Solid Waste Department</b>	(256) 760-5878	<a href="mailto:tsmith@lauderdalecountyal.gov">tsmith@lauderdalecountyal.gov</a>

## COURT DIVISIONS DIRECTORY

<b>Circuit Criminal</b>	(256) 760-5722	(256) 760-5714	(256)-760-5721
<b>District Criminal</b>	(256) 760-5724	(256) 760-5725	
<b>Juvenile</b>	(256) 760-5719	(256) 760-5710	(256) 760-5720
<b>Circuit Civil</b>	(256) 760-5726		
<b>District Civil</b>	(256) 760-5715		
<b>Small Claims</b>	(256) 760-5715		
<b>Domestic Relations</b>	(256) 760-5711		
<b>Child Support</b>	(256) 760-5713		
<b>Traffic</b>	(256) 768-7599		
<b>Passports</b>	(256) 760-5732		
<b>Absentee Voting</b>	(256) 760-5718		
<b>Bookkeeping</b>	(256) 760-5732		