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LAUDERDALE COUNTY

The Lauderdale County Commission convened at the Lauderdale County Courthouse in the City of Florence, Alabama, at 5:00 p.m. on the 13<sup>th</sup> day of February, 2023. The meeting was called to order by acting Chairman, Commissioner Roger Garner. Upon roll call the following members answered present:

Brad Black

Commissioner, District 1

Roger Garner

Commissioner, District 1

Fay Parker

Commissioner, District 2

Joe Hackworth

Commissioner, District 2

Chairman Danny Pettus was not present.

Acting Chairman Roger Garner, 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 Parker.

Awards and Presentations: None

Public Comments on Agenda Items: None

Commissioner Parker moved, seconded by Commissioner Hackworth 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 a part of these minutes.

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

Commissioner Hackworth moved, seconded by Commissioner Parker to approve a resolution for Lauderdale County Solid Waste to purchase two 48-foot walking trailers for \$110,806.93 each. There being no discussion and upon a vote taken, motion unanimously approved. Resolution is herein recorded and made a part of these minutes.

Commissioner Parker moved, seconded by Commissioner Black to approve a resolution for the Lauderdale County Emergency Management Agency Director, George Grabryan, to hire a Grant Writer to facilitate the various projects to complete EMA facility. Contract is attached with Resolution. There being no discussion and upon a vote taken, motion unanimously approved. Resolution is herein recorded and made a part of these minutes. Contract will be attached with the Resolution.

Commissioner Black moved, seconded by Commissioner Hackworth to approve a resolution for the Lauderdale County Commission to pay a one-time sum of \$4377.50 to The Greater Shoals Inc., in support of broadband services for our community. There being no discussion, and upon a vote taken, motion was unanimously approved. Resolution is herein recorded and made a part of these minutes.

Commissioner Parker moved, seconded by Commissioner Black to approve a resolution for Chairman Danny Pettus to travel out of state. This is for Chairman Pettus to attend the NACO conference on behalf of the Lauderdale County Commission. There being no discussion, and upon a vote taken, motion was unanimously approved. Resolution is herein recorded and made a part of these minutes.

Commissioner Black moved, seconded by Commissioner Parker to approve a resolution on a proposed subdivision plat, Lingerlost Landing I. This proposed subdivision plat has been reviewed by the Lauderdale County Engineer, and he recommends it be approved. There being no discussion, and upon a vote taken, motion was unanimously approved. Resolution is herein recorded and made a part of these minutes.

Commissioner Hackworth moved, seconded by Commissioner Parker to approve a resolution for a contract the Lauderdale County Commission has stated the Commission will pay a one-time sum of \$5000.00 to the Caringplace of the Shoals, once an invoice has been received. There being no discussion, and upon a vote taken, motion was unanimously approved. Resolution is herein recorded and made a part of these minutes.

Commissioner Black moved, seconded by Commissioner Hackworth to approve a resolution stating the Lauderdale County Commission, part of the Shoals Broadband Cooperative Board, approves the Amendment to the Certificate of Incorporation of the District on January 20, 2023, reflecting the withdrawal of named organizations as members of the District board. There being no discussion, and upon a vote taken, motion was unanimously approved. Resolution is herein recorded and made a part of these minutes.

Commissioner Black moved, seconded by Commissioner Parker to approve a resolution stating the Lauderdale County Commission agrees to the new 666 bond Amendment, and changes made to this agreement by the State of Alabama. There being no discussion, and upon a vote taken, motion was unanimously approved. Resolution is herein recorded and made a part of these minutes.

Commissioner Black moved, seconded by Commissioner Parker to approve a resolution to designate a portion of the property belonging to the Lauderdale Agricultural Authority for the future construction of the Work Force Development Center, and Lauderdale County Commission wishes to purchase this property with 666 bond funds., Commissioner Hackworth and Commissioner Garner abstained from voting due to conflict of interests. Upon a roll call vote, Commissioner Parker and Commissioner Black voted Yay, and motion was unanimously approved. Resolution is herein recorded and made a part of these minutes.

Commissioner Parker moved, seconded by Commissioner Hackworth to approve a resolution for the Lauderdale County Commission along with Lauderdale County Sherriff's Department is requesting to update the job descriptions for Director of Corrections to a grade 10, and Chief Deputy to a grade 11. These revisions will begin immediately. There being no discussion, and upon a vote taken, motion was unanimously approved. Resolution is herein recorded and made a part of these minutes.

Bids for Bid No. LA 2023-3 "Print Jobs" were received, publicly opened and read aloud on Friday, February 10,2023. Commissioner Garner referred to County Administrator, Brenda Bryant, for her recommendation. Ms. Bryant stated that the bids should be awarded to Printers & Stationary for Solid Waste and County Commission's printing jobs. Commissioner Hackworth moved, seconded by Commissioner Black to award the bid as recommended. There being no discussion and upon a vote taken, motion unanimously approved.

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

Scheduled Public Hearings: None

Staff Reports: None

ATTEST:

Public Comment Period: None

Administrator

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

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black Commissioner

Fay Parker, Commissioner

Joe Hackworth, Commissioner

## LAUDERDALE COUNTY COMMISSION REGULAR MEETING AGENDA

#### February 13th, 2023

#### A. OFFICIAL AGENDA

- 1. CALL TO ORDER AND WELCOME
- 2. CALL OF ROLL TO ESTABLISH QUORUM- Commissioner Roger Garner
- 3. INVOCATION AND PLEDGE OF ALLEGIANCE- Commissioner Fay Parker
- 4. AWARDS AND PRESENTATIONS
- 5. 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 meeting
- 3. Resolution—Trailers for Solid Waste
- 4. Resolution-EMA Grant Writer
- 5. Resolution—The Greater Shoals Inc.
- 6. Resolution—Out of State Travel
- 7. Resolution—Approval for Subdivision
- 8. Resolution—Caringplace of the Shoals
- 9. Resolution—Shoals Broadband Cooperative District Amendment
- 10. Resolution—Agreement with the State of Alabama
- 11. Resolution—Land purchase for Workforce Development Center
- 12. Resolution—New job description for Sherriff's department
- 13. Print BID NO LA 2023-3 "Various Print Jobs"
- 14. Audit and Approve Invoiced Bills

#### C. SCHEDULED PUBLIC HEARINGS - none

- D. STAFF REPORTS
- E. PUBLIC COMMENT PERIOD Per Rules of Procedure, three-minute time limit
- F. ADJOURN

#### RESOLUTION

WHEREAS, the Lauderdale County Commission desires to maintain adequate equipment for all county departments, and the Lauderdale County Solid Waste Department would like to purchase two 48-foot walking floor trailers from Ken's Truck Repair in Chebanse, Illinois, for \$110,806.93 each, and

NOW THEREFORE BE IT RESOLVED that the Lauderdale County Commission does hereby authorize the purchase of two forty-eight-foot walking floor trailers from Ken's Truck Repair in Chebanse, Illinois for one hundred ten thousand eight hundred six and ninety-three cents each, and

WHEREAS, the Lauderdale County Commission gives permission to Lauderdale County Solid Waste to sell a 2016, 45-foot walking floor trailer with the VIN #1E1U2X283GR056109 on gov.deals.com, and

BE IT FURTHER RESOLVED that any budget amendment needed is hereby authorized and approved.

Done this the 13th day of February, 2023.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Fay Parker Commissioner

Joe Hackworth, Commissioner

ATTEST:

#### LAUDERDALE COUNTY §

#### RESOLUTION

WHEREAS the Lauderdale County Emergency Management Agency Director, George Grabryan, has requested to hire Paulette Williams to search and provide the necessary areas of Emergency Management support for Lauderdale County related functions/activities to foster the factors needed to facilitate the various projects to complete the new EMA facility. Paulette Williams will also provide updates from the regular grant conference, and

WHEREAS George Grabryan has requested compensation for Paulette Williams in the amount of 50 dollars per hour, not to exceed 10,000 dollars per year, plus mileage and expenditures relevant to the project. Proof of hours worked will be determined by the payment procedures of Lauderdale County Commission, and

NOW THEREFORE BE IT RESOLVED that the EMA Director, George Grabryan be authorized to offer the position as discussed to Paulette Williams along with a signed contract listing the terms and conditions as noted in this resolution.

Contract is attached to this Resolution.

Done this the 13th day of February, 2023.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Fay Parker, Commissioner

Joe Hackworth, Commissioner

ATTEST:

#### PROFESSIONAL SERVICES AGREEMENT

This agreement is between the Lauderdale County Commission (hereinafter referred to as "County") and Paulette Williams, an individual (hereinafter referred to as "Williams").

#### **SERVICES**

The County needs a grants researcher for the citizens of Lauderdale County. Williams has the expertise and experience to search and provide the necessary areas of Emergency Management support for the County related functions/activities to foster the factors needed to facilitate the various projects to complete the new EMA facility, and who will provide updates from regular grant conference.

#### **TERM AND RATE**

Williams shall be compensated by the County at a rate of \$50 per hour not to exceed \$10,000 per year, plus mileage and expenditures relevant to the project. Proof of hours worked shall be determined by the payment procedures of the County with the agreement of Williams. The County may terminate this agreement at its sole discretion with a 30 day notice.

#### **AUTHORIZING RESOLUTION**

This agreement is entered into by the County after passing an authorizing Resolution at a duly scheduled County Commission meeting.

Williams

Paulette Williams

Lauderdale County Commission

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ATTEST

#### LAUDERDALE COUNTY §

#### RESOLUTION

WHEREAS, Lauderdale County Commission would like to support the broadband services for our community. In retrospect, the County would like to make a payment to The Greater Shoals Inc., for broadband consultant services in the sum of \$4,377.50, and

NOW THEREFORE BE IT RESOLVED that any budget amendment that is needed is hereby authorized and approved.

Done this the 13th day of February, 2023.

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#### LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Many
Roger Garner, Commissioner

Brad Black, Commissioner

ATTEST:

Brenda Bryant, County Administrator

Fay Parker, Commissioner

Joe Hackworth, Commissioner

# STATE OF ALABAMA LAUDERDALE COUNTY

#### RESOLUTION

NOW THEREFORE BE IT RESOLVED, Chairman Danny Pettus has asked for approval for out of state travel to Washington D.C. beginning on February 7<sup>th</sup> until February 15<sup>th</sup> 2023. This travel is for him to attend the NACO conference on behalf of Lauderdale County Commission, and

BE IT FURTHER RESOLVED, the Lauderdale County Commission approves this travel request to Washington D.C. beginning on February 7th through February 15th 2023.

Done this the 13th day of February, 2023.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Fay Parker Commissioner

Joe Hackworth, Commissioner

ATTEST:

#### LAUDERDALE COUNTY §

#### RESOLUTION

WHEREAS, an application for a proposed subdivision plat has come before the Lauderdale County Commission for Lingerlost Landing Subdivision I, located as follows:

In part of Sections 30, 31, and 32 in Township 2 South, Range 9 West, and located on Lingerlost Road.

WHEREAS, the Lauderdale County Engineer has reviewed the aforementioned application and recommends that it be approved.

NOW THEREFORE BE IT RESOLVED by the Lauderdale County Commission that the application for the Lingerlost Landing Subdivision is herein approved.

Done this the 13<sup>th</sup> day of February, 2023.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

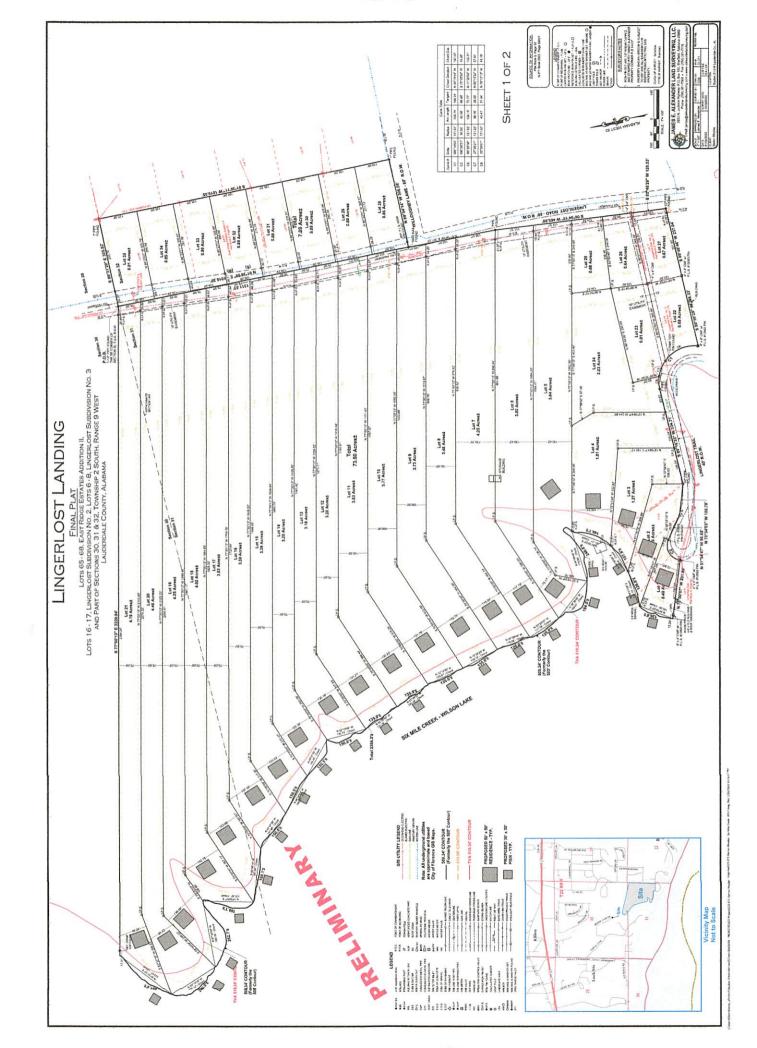
Roger Garner, Commissioner

Brad Black, Commissioner

Fay Parker Commissioner

Joe Hackworth, Commissioner

ATTEST:



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#### LAUDERDALE COUNTY §

#### RESOLUTION

WHEREAS, the operation of a facility to help the elders in need as well as individuals who are struggling with memory loss in Lauderdale County is of vital concern to the citizens of this county, and

WHEREAS, Caringplace of the Shoals wishes to provide day programs and care by staff uniquely trained in creating a meaningful community setting for those suffering from memory loss and frail elders needing community and meaningful activity, and

NOW THEREFORE BE IT RESOLVED that the Lauderdale County Commission holds a contract stating that a onetime total sum of five thousand dollars will be paid to Caringplace of the Shoals once an invoice has been received.

Done this the 13th day of February, 2023.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Fay Parker, Commissioner

Joe Hackworth, Commissioner

ATTEST:

LAUDERDALE COUNTY §

THIS AGREEMENT made on this the 13<sup>th</sup> day of February, 2023, by and between the LAUDERDALE COUNTY COMMISSION, party of the first part, and CARINGPLACE OF THE SHOALS, INC., party of the second part,

#### WITNESSETH:

WHEREAS, the operation of a facility to help the elders in need as well as individuals struggling with memory loss in Lauderdale County is of vital concern to the citizens of this county, and

WHEREAS, the party of the second part desires to provide day programs and care by staff uniquely trained in creating a meaningful community setting for those struggling with memory loss and for frail elders needing community and meaningful activity, and

WHEREAS, the party of the second part does not have sufficient funding to perform said service, and

WHEREAS, Lauderdale County has agreed to contract with second party to help fund the corporation, Caringplace of the Shoals, Inc., for which Lauderdale County will pay a onetime sum total of \$5,000.

NOW, IN CONSIDERATION OF the premises it is mutually agreed as follows: The Lauderdale County Commission will pay second party a onetime sum total of \$5,000.00 to be given once an invoice is received from Caringplace of the Shoals. The Caringplace of the Shoals will provide a community setting for those struggling with memory loss and for frail elders needing community and meaningful activity in the area of Lauderdale County.

CARINGPLACE OF THE SHOALS

LAUDERDALE COUNTY COMMISSION

Danny Pettus Chairman

## RESOLUTION APPROVING AMENDMENT TO CERTIFICATE OF INCORPORATION FOR THE GREATER SHOALS BROADBAND COOPERATIVE DISTRICT

WHEREAS, the undersigned, being all of the members of the County Commission (the "Governing Body") of the County of Lauderdale, Alabama (the "Public Entity"), acting subject to and in accordance with the relevant provisions of the Code of Alabama of 1975, as amended (the "Code"), do hereby consent to the adoption of the following resolutions:

WHEREAS, the Public Entity is a founding member of the Greater Shoals Broadband Cooperative District, a public corporation incorporated pursuant to and in accordance with the relevant provisions of Chapter 99B of Title 11 of the Code (the "Act") to serve as a "capital improvement cooperative district" within the meaning of the Act (the "District"); and

WHEREAS, the Board of Directors of the District (the "Board") approved a First Amendment to the Certificate of Incorporation of the District on January 20, 2023, reflecting the withdrawal of the City of Tuscumbia, Alabama, the City of Muscle Shoals, Alabama, and The Muscle Shoals Electric Board as members of the District.

#### NOW, THEREFORE, BE IT RESOLVED by the Governing Body:

- 1. The recitals set forth in the foregoing preambles are hereby found and declared to be true and correct.
- 2. The Governing Body hereby authorizes the filing of the First of Amendment to the Certificate of Incorporation of the Greater Shoals Broadband Cooperative District, in the form attached hereto as Exhibit "A," all in the manner provided by the Act.

IN WITNESS WHEREOF, each of the undersigned have caused these resolutions to be duly executed and adopted effective as of the 13<sup>th</sup> day of February, 2023.

#### LAUDERDALE COUNTY COMMISSION

	Absent
	Danny Pettus, Chairman
	William Darres
	Roger Garner, Commissioner
	Bank Blek
	Brad Black, Commissioner
* **	Far Parker
ATTEST:	Fay Parker Commissioner
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Brenda Bryant, County Administrator	Joe Hackworth, Commissioner

STATE OF ALABAMA	)
	:
LAUDERDALE COUNTY	)

I, Brenda Bryant, County Administrator of Lauderdale County, Alabama, DO HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution which was duly adopted by the Lauderdale County Commission, at a regular meeting held the 13th day of February, 2023.

GIVEN under my hand and the official SEAL of the Lauderdale County Commission, this the 13th day of February, 2023.

Brenda Bryant, County Administrator

APPROVED:

Roger Garner, Chairman

## SECOND AMENDMENT TO PROJECT AGREEMENT BETWEEN AMENDMENT 666 BOND COMMISSION AND LAUDERDALE COUNTY COMMISSION

This Second Amendment to the Project Agreement (this "Second Amendment") is made as of the 1st day of February 2023, by and between by and between The Amendment 666 Bond Commission (the "Commission") and Lauderdale County Commission (the "Recipient"). The Commission and Recipient are collectively referred to herein as the "Parties."

WHEREAS, the Commission and the Recipient entered into a Project Agreement dated September 26, 2018, as amended by that certain First Amendment dated September 11, 2020 (collectively, the "Project Agreement"), concerning the Commission's payment of capital costs for a Workforce Training Center, more particularly described in the Project Agreement; and

WHEREAS, the Commission duly authorized the Director of Finance, as Secretary of the Commission, to enter into the Project Agreement; and

WHEREAS, the Parties desire to amend Exhibit A to the Project Agreement by revising and replacing Exhibit A to the Project Agreement

NOW, THEREFORE, the Parties hereby agree to amend the Project Agreement, as follows:

- 1. Exhibit A to the Project Agreement is hereby deleted in its entirety and revised and replaced with the attached Exhibit A.
  - Exhibit C attached is hereby appended to the Project Agreement.
- Ratification, Applicability of Amendment. As amended hereby, the Project Agreement shall continue in full force and effect.
- 4. <u>Counterparts</u>. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same agreement. Signatures sent by electronic mail shall be binding as originals.

IN WITNESS WHEREOF, representatives of the Parties have executed this Second Amendment as of the date first written above.

Lauderdale County Commission

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Name:

Country Commusers

Amendment 666 Bond Commission

Name: Bill Poole

Title: Secretary, Amendment 666 Bond Commission

EXHIBIT A

#### ADDITIONAL TERMS AND CONDITIONS TO THAT PROJECT AGREEMENT BY AND BETWEEN THE AMENDMENT 666 BOND COMMISSION AND LAUDERDALE COUNTY COMMISSION

- 1. DESCRIPTION OF PROJECT: The purchase of 12.72 +/- acres in Lauderdale County, Alabama, as described in <a href="Exhibit C">Exhibit C</a> attached hereto, along with constructing and equipping a building to be used for Workforce Development Training. This project will benefit all of North Alabama and surrounding counties. The center will help meet a need for a highly skilled, highly trained workforce for existing as well as future area and regional employees.
- PERMITTED USE OF GRANT PROCEEDS. The grant proceeds can be used only for reimbursement for capital costs and project-related soft costs incurred for the Project as described in Section 1 of this Exhibit A.
- GRANT AMOUNT: Up to Four Million Dollars (\$4,000,000.00).
- COMPLETION DATE: Not later than December 25, 2024.
- 5. NOTICES TO RECIPIENT: Notices to the Recipient should be sent to the person at the address set out herein:

Lauderdale County Commission Attention: Brenda Bryant, Administrator P.O. Box 1059 Florence, AL 35631

 NOTICES TO THE COMMISSION: Notices to the Commission should be sent to the person at the address set out herein:

> Alabama Department of Finance Division of Debt Management Attention: Sandi Taylor 100 North Union Street, Suite 224 Montgomery, AL 36130-2617

7. ADDITIONAL INSTRUCTIONS: The Project must comply with all applicable State and local laws and regulations, and all improvements, structures, and facilities of every type must be designed and built according to all applicable codes and standards and subject to all State laws governing Best Management Practices. Any structure must have a Certificate of Occupancy if required by local codes.

#### LAUDERDALE COUNTY §

#### RESOLUTION

WHEREAS, a portion of the property belonging to the Lauderdale Agricultural Authority, herein after referred to as "Ag Authority", is designated for the future construction of the Work Force Development Center, and

WHEREAS, due to the language of the Act, Lauderdale County is required to own said property designated for the construction of the Work Force Development Center, and

WHEREAS, Lauderdale County has secured economic commitments for the funding of said construction and said Counties may acquire property for public purposes pursuant to state law, and

WHEREAS, a Work Force Development Center will greatly benefit the citizens of Lauderdale County and will help provide the necessary skilled labor force essential to the attract new industry and economic development within Lauderdale County, and

WHEREAS, Lauderdale County is meeting all the requirements required by law to allow for this purchase and said purchase is for the appraised value of the property

#### NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

- 1) Lauderdale County is authorized to enter into a sales contract for the purpose of purchasing 12.75 acres from the Ag Authority for the purpose of securing said property for the construction of a Work Force Development Center.
- 2) The Chairman of the Commission is authorized to execute the sales contract and sign all closing documents on behalf of the Lauderdale County Commission.
- 3) The closing of this sale is contingent on the requirements for said purchase contained in Alabama law, the approval of requested contract amendment for 666 bond commission funds for said purchase, and the passing of a similar authorizing resolution by the Ag Authority. Copies of the legal description of the property, the appraisal, the approval documentation required by law and the authorizing resolution of the Ag Authority are attached hereto and incorporated by reference.
- 4) Lauderdale County Commission agrees to the new 666 bond amendment to extend the completion date to December 25, 2024.

Done this the 13<sup>th</sup> day of February, 2023.

#### LAUDERDALE COUNTY COMMISSION

Absent
Danny Pettus, Chairman

William Darring
Roger Garner, Commissioner

Brad Black, Commissioner

Fay Parker, Commissioner

ATTEST:

#### **EXHIBIT C**

#### PROJECT DESCRIPTION

STATE OF ALABAMA COUNTY OF LAUDERDALE

 Richard T. Collins, a Licensed Land Surveyor in said State and County, hereby certify that to the best of my knowledge, information and belief, the attached is a true and accurate map or plat of the following described property, to-wit:

#### TRACT I

A tract of land lying in Section 33, Township 2 South, Range 10 West, Lauderdale County, Alabama, and being more particularly described as follows, to-wit: To find the point of beginning, commence at an existing iron pin (capped R. Collins, L.S. - 13406) being locally known and accepted as the NE corner of the NE 1/4 of the SE 1/4 of said Section 33; said point lying on the Westwardly line of HEWSON TRACTS, according to the map or plat of said subdivision as recorded in the Office of the Judge of Probate of Lauderdale County, Alabama, in Plat Book 7, Page 305; thence N 86 degrees 26' 13" W and along said subdivision line 495.00 feet to an existing iron pin (5/8" round top); thence N 01 degree 46' 58" E and along said subdivision line 570.16 feet to an existing iron pin (1" round top); thence N 86 degrees 21' 47" W and along said subdivision line 124.84 feet to an existing 4" x 4" concrete monument (stamped R. Collins, L.S. - 13406) and to the point of beginning; thence leaving said subdivision line the following bearings and distances (all corners are iron pin set capped typical R. Collins, L.S. - 13406 unless otherwise noted): N 86 degrees 21' 47" W 196.86 feet; N 88 degrees 27' 10" W 47.21 feet; N 82 degrees 47' 24" W 170.54 feet; N 74 degrees 13' 29" W 110.88 feet; N 31 degrees 42' 11" W 33.30 feet; N 40 degrees 29' 08" W 69.81 feet; N 68 degrees 42' 43" 164.81 feet; N 27 degrees 01' 03" W 95.23 feet; N 76 degrees 28' 03" W 117.71 feet; N 32 degrees 29' 57" W 135.16 feet; N 69 degrees 05' 44" E 21.97 feet; N 84 degrees 17' 24" E 76.31 fect; N 69 degrees 05' 44" E 355.31 feet to the PC of a curve to the right having a radius of 44.11 feet, an arc distance of 126.46 feet (chord bearing N 89 degrees 20' 33" E, chord distance 87.38 feet) to the PT of said curve; N 89 degrees 44' 05" E (passing over a reference iron pin set at 256.09 feet) for 266.09 feet to a point in the centerline of a ditch; thence generally along said centerline the following bearings and distances: N 03 degrees 51' 48" W 52.49 feet; N 12 degrees 56' 45" E 69.32 feet; N 00 degrees 03' 14" W 96.30 feet; N 03 degrees 34' 41" W 76.71 feet; N 08 degrees 42' 37" E 67.74 feet; N 03 degrees 00' 53" E 33.20 feet; N 23 degrees 46' 25" W 97.58 feet; N 01 degree 30' 52" W 87.27 feet; N 03 degrees 25' 55" E 80.21 feet; N 09 degrees 39' 20" E 17.16 feet to an iron pin set\*; thence leaving said centerline N 89 degrees 44' 05" E 237.48 feet to an iron pin set on the Westwardly line of the aforementioned Hewson Tracts; thence S 01 degree 45' 32" W and along said subdivision line 1245.52 feet to the point of beginning.

Along with a proposed 60 foot access easement: To find the point of beginning, commence at the Northwestwardly corner\* of the above described tract; thence N 89 degrees 44' 05" E 46.22 feet to the point of beginning of said proposed 60 foot access easement; thence N 00 degrees 15' 55" W 310.15 feet; thence N 23 degrees 55' 32" W 292.44 feet to a point on the Southwardly ALDOT acquired right of way for U.S. Highway #72 & #43 (Florence Boulevard – right of way varies); thence N 66 degrees 04' 09" E and along said right of way 60.00 feet; thence leaving said right of way \$23 degrees 55' 32" E 305.00 feet; thence S 00 degrees 15' 55" E 322.72 feet; thence S 89 degrees 44' 05" W 60.00 feet to the point of beginning.

Said tract contains 12.72 acres, more or less, and is subject to any easements of record or easements existing on site.

According to my survey this the 22nd day of November, 2022.

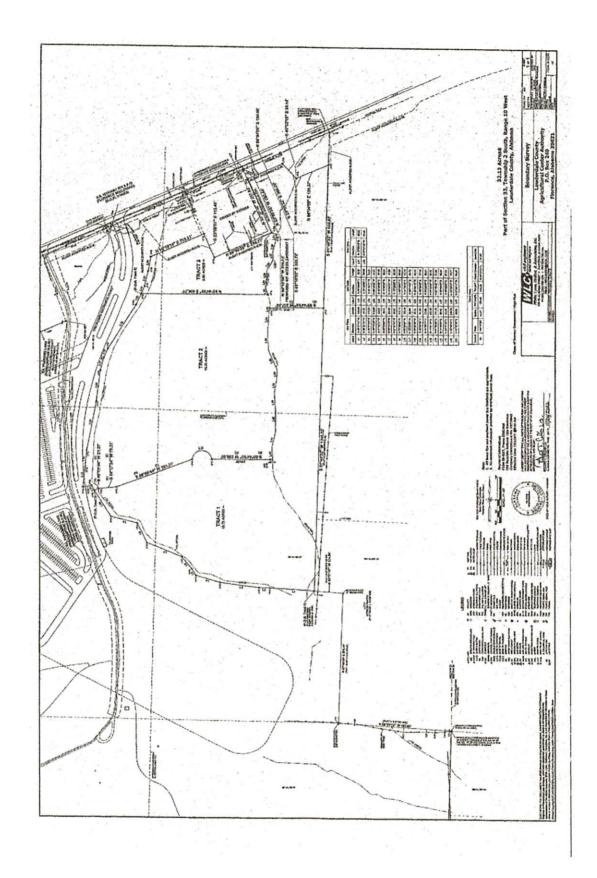
WHITE, LYNN, COLLINS AND ASSOCIATES, INC.

Richard T. Collins, L. S.
Alabama License Number 13406

White, Lynn, Collins and Associates, Inc. 219 West Alabama Street

Florence, AL 35630 (256) 766-1051 (256) 766-1201-fax

wicasso@aol.com Ofsurveys/Sarveys 2022/ag center - 12.72 acres - (1) 11-28-22.doc



#### LAUDERDALE COUNTY §

#### RESOLUTION

WHEREAS, Lauderdale County Commission and Lauderdale County Sherriff's Department has chosen to revise the job description for Chief Deputy. The new position will be a grade 11, and the new job description begins immediately, and

WHEREAS, Lauderdale County Commission and Lauderdale County Sherriff's Department has chosen to revise the job description for Director of Corrections (Jail). The new position will be a grade 10, and the new job description will begin immediately, and

THEREFORE, due to the previous Sherriff's administration procedures, on occasion, small adjustments may be required to be made to correct any pay chart issues. The Lauderdale County Commission gives Ms. Bryant permission to make any small corrections as needed.

Both job descriptions will be attached to this resolution.

Done this the 13th day of February, 2023.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

William Javung

Roger Garner, Commissioner

Brad Black, Commissioner

Fay Parker, Commissioner

Joe Hackworth, Commissioner

ATTEST:

### LAUDERDALE COUNTY JOB DESCRIPTION

<u>Title: Chief Deputy</u> Department: Sheriff Revised: February 2023

Grade 11

FLSA Exempt Position

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included.

#### Relationships

Reports to: Sheriff

Subordinate staff: Sheriff's Department Personnel Internal contacts: County Commission Office Staff

External Contacts: General Public; Members of other Law Enforcement Officials; Court Personnel;

Department of Human Resources; Volunteer Fire Department; Probation Officers

#### Job Summary

Responsible for the Sheriff's Department in the absence of the Sheriff. Supervises all divisions and employees. Assists the Sheriff in setting and determining the approach to accomplish all department goals and objectives. Conducts inspection of personnel, material, procedures, and results of operations. Investigates or assigns investigations of complaints against personnel. Performs general law enforcement duties including patrolling, investigation, court duty and security.

#### Job Domains

#### A. Supervision

- 1. Assists Sheriff with department policy preparation.
- 2. Directs operations of department office administration.
- 3. Insures all documents are served in timely manner.
- 4. Coordinates and directs operations of patrol.
- 5. Coordinates and directs operation of the detention facility.
- 6. Responsible for jail maintenance, security, etc., in absence of Sheriff.

#### B. Planning and Staffing

- 1. Assists the Sheriff in setting goals and objectives for the department and determines the approach to accomplish those goals and objectives.
- 2. Assists the Sheriff in planning and developing the budget for the department and jail.
- 3. Helps in development of personnel through on-the job training and formal schooling.
- 4. Evaluates personnel to determine their capabilities and assigns duties accordingly.
- 5. Formulates and reviews plans for emergency situations.
- 6. Maintains records on days off, vacation, holidays, sick-time, training and off duty time spent in court.
- 7. Works with various supervisors to plan work schedules.

#### C. Inspection

- 1. Conducts open inspections of personnel, material, procedures, and results of department operations.
- 2. Informs the Sheriff of action taken or action that needs to be taken.
- 3. Instructs supervisory personnel in spot-checking and the use of the inspection sheet.

- 4. Inspects and effects correction of unsatisfactory conditions.
- 5. Maintains good relationships with subordinates and Sheriff.

#### D. Investigation

- 1. Investigates all complaints received on department personnel or assigns to the proper division. Follows up and makes recommendations for action to Sheriff.
- 2. Utilizes all available resources for clearance of crimes, arrest of offenders, and recovery of stolen property.
- 3. Assists in the collection of evidence, and sees that proper examination is performed.
- 4. Inventories and stores evidence pertaining to investigations.
- 5. Transports evidence to crime labs and requests proper test.

#### E. Court

- 1. Approves bonds for release of prisoners for court appearance.
- 2. Assists the Sheriff in keeping the court informed of the jail's condition.
- 3. Assure all civil papers and criminal warrants are properly served and executed.
- 4. Serves and executes court papers explaining to person receiving them what his/her responsibilities are, when required.
- 5. Testifies in court when required.

#### F. Patrol/Security

- 1. Insures county is adequately patrolled at all times. Makes sure all complaints and crimes are responded to and investigated without delay.
- 2. Responds to and investigates complaints received.
- 3. Provides backup for other officers and other agencies.
- 4. Enforces all Federal and State laws.
- 5. Provides security for courts, transports prisoners, special county events and the jail.
- 6. Keeps traffic moving smoothly; directs traffic as required.

#### G. Equipment Maintenance

- 1. Performs inspection and operator maintenance of assigned vehicle.
- 2. Arranges for necessary repairs and maintenance.
- 3. Cleans, maintains, and lubricates all assigned weapons and personal equipment.

#### Knowledge. Skills and Abilities

- 1. Verbal skills to effectively communicate factual information to subordinates, coworkers, supervisors, general public, court personnel and small and large groups.
- 2. Writing skills to complete forms, records, and reports clearly and neatly and to effectively communicate with Sheriff and other agencies through letters and memos.
- 3. Reading skills to understand departmental directives and notices, rules and regulations, operations manual, civil and criminal law, and written complaints.
- 4. Skills to perform basic arithmetic operations and understand budgeting and bookkeeping operations.
- 5. Listening skills to understand complaints, instructions, discussion with subordinates and the general public.
- 6. Management skills to plan, supervise, organize, budget, solve problems, make decisions and hire and evaluate personnel.
- 7. Skills in first level maintenance.
- 8. Driving skills to properly and safely operate vehicle under adverse conditions and situations.
- 9. Skills to handle all types of behavior from the general public and law enforcement community.
- 10. Knowledge of civil and criminal law and court procedures.
- 11. Knowledge of traffic regulations.

- 12. Knowledge of the county and its road system.
- 13. Knowledge of modem approved principles, practices, and procedures of law enforcement.
- 14. Knowledge of maintenance and use of different types of weapons.
- 15. Ability to work independently without close supervision.
- 16. Ability to learn laws and procedures pertaining to work in the Sheriff's Department.
- 17. Ability to analyze situations and adopt quick, effective and reasonable courses of action.
- 18. Ability to properly use weapons in carrying out duties.
- 19. Knowledge of basic first aid and CPR.

#### Physical Characteristics

- 1. See well enough to read regular print without error, to fire safely at any moving target, and to read vehicle license plates at a distance; corrective lens acceptable.
- 2. Hear well enough to communicate over phone or radio, to hear radio speaker from a distance of 20 feet, and to distinguish the direction from which sounds originate; hearing aid acceptable.
- 3. Speak clearly enough to address groups of two or more people and to be understood over the phone or radio.
- 4. Use of hands and fingers to write and fire a weapon.
- 5. Strength to subdue a belligerent individual and to drag or carry an individual from danger.
- 6. Body movement or mobility to pursue and detain a fleeing individual.
- 7. Physical tolerance to work outdoors under adverse conditions, i.e., heat, cold, rain, etc.

#### Other Characteristics

- 1. Emotional stability to work in highly stressful and dangerous situations.
- 2. Willingness to work overtime, holidays and weekends.
- 3. Willing to provide own firearm and handcuffs.
- 4. Have a valid Alabama driver's license.
- 5. Have a valid Alabama Peace Officer's Standards and Training Certificate.
- 6. Possess a high school diploma due to the required knowledge, skills, and abilities.
- 7. Willingness to travel to transport prisoners, to attend meetings and to provide escorts.
- 8. Experience in civil and criminal law, investigation, patrolling, security, court, supervision, planning, budgeting, and personnel management.

### LAUDERDALE COUNTY JOB DESCRIPTION

Title: Director of Corrections

Department: Detention Center/Sheriff

Revised: February 2023 FLSA Exempt Position

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included.

#### Requirements:

Current APOST certification

#### Relationships

Reports to: Sheriff

Subordinate staff: All Detention Center Staff

Internal contacts: Other Members of Sheriff's Department and County Commission Office Staff

External Contacts: General Public; Inmates; Court Personnel; Members of Other Law Enforcement Agencies; Vendors

#### Job Summary

Has the overall responsibility of the Lauderdale County Detention Center to provide for the safe, secure and constitutional confinement of those persons to the custody of the jail, either to await trial or upon sentence by the various courts. Ensures that all inmates are treated impartially and in accordance with the established laws and regulations.

#### Job Domains

#### A. Supervision and Management

- 1. Plans and organizes the Jail security activities within the relevant regulations.
- 2. Orients and indoctrinates new employees in the requirements of their positions, work techniques, and problem areas.
- 3. Plans informal training for new employees and integrates such training into the overall activities of the staff through the implementation of an effective on-the-job training program.
- 4. Holds regular shift supervisor and staff meetings as needed.
- 5. Monitors all programs and security activities, adjust assignments to achieve the best utilization of manpower consistent with providing the most effective operation.
- 6. Develop an operational budget within the criteria and revenue means of the county.
- 7. Develop a policy and procedure operational manual within the relevant regulations and assure its security and distribution to those on a need-to-know basis.
- 8. Provides technical supervision and guidance to staff.
- 9. Set up and oversee procedure for resolving employees' grievances and concerns, establishing means by which employees can participate in suggesting changes in operational procedure.
- 10. Preview all requests for purchase of supplies and equipment to assure proper balance in budget management and operational effectiveness.
- 11. Oversees and monitors food purchases. Evaluates food pricing and makes purchase adjustments if neccasary.

#### B. Jail Operation

- 1. General supervision of booking operations.
- 2. Responsible for a high level of security to protect inmates, jail personnel and the public.
- 3. Ensures security checks are regularly made to maintain safety of prisoners.
- 4. Ensures physical security inside the jail by maintaining all locks, windows, doors, bars, etc.
- 5. Ensures all keys are accounted for.
- 6. Transfers prisoners either to court or other holding facilities.
- 7. Monitors work of trustees.
- 8. Transports and escorts inmates for medical attention and other authorized purposes.
- 9. Oversees inmate visitation.
- 10. Ensures that prisoners who are picked up by law enforcement personnel from other states have extradition papers or have waived extradition.
- 11. Arranges for pickup and transportation of prisoners extradited from other states.
- 12. Arranges and ensures regular cell searches for contraband and weapons.

13. Enforces criminal law and brings charges, either directly or by referral, against inmates confined in the detention center.

#### C. Health and Welfare

- 1. Provides adequate health care for inmates as required by law.
- 2. Ensures jail is maintained and cleaned according to state health regulations; performs basic repairs to jail facility.
- 3. Ensures inmates practice proper personal hygiene habits.
- 4. Ensures kitchen area meets health standards.
- 5. Ensures proper administration of food service. Reviews menus; ensures nutritious meals are served on schedule.
- 6. Responsible for medical services for inmates when needed.
- 7. Ensures all prescribed medications are dispensed to prisoners on schedule.

#### D. Records and Reports

- 1. Maintains daily population records of inmates such as number, age, race, and crime committed.
- 2. Maintains medical and dental records of inmates.
- 3. Maintains criminal and court records of inmates.
- 4. Maintains expenditure and budget records.
- 5. Maintains files of finger prints, pictures, court orders, and transfer orders.
- 6. Keeps daily payroll records for jail personnel; schedules vacations, off days and holidays.
- 7. Establish and maintain adequate and accurate records of property inventory.
- 8. Maintains records of use of force incidents involving employees.

#### E. Public Relations

- 1. Establish and maintain liaison with judicial officers, media, and special interest groups in an attempt to enhance the operations and image of the Detention Center.
- 2. Develop a public news release procedure for news items and promotional interest.
- 3. Collaborate with colleges, universities, and other institutions of higher learning in areas of mutual concern.
- 4. Establish liaisons and procedures for religious and special interest groups to interact with inmates for rehabilitation purposes.
- 5. Establish and oversee volunteer programs and student in service training if and where situations warrant it.

#### Knowledge. Skills and Abilities

- 1. Verbal skills to effectively communicate with Sheriff, coworkers, subordinates, inmates and the public.
- 2. Skills in basic math to review purchases and perform accounting procedures.
- 3. Writing skills to complete routine forms, records and reports.
- 4. Reading skills to understand department rules, regulations, policies and procedures; federal, state and local laws; legal documents, etc.
- 5. Management skills to plan work schedules, budgets and objectives.
- 6. Skills to recognize and handle all types of behavior from inmates and the general public.
- 7. Knowledge of department rules, regulations, policies and procedures.
- 8. Knowledge of federal, state and local laws.
- 9. Knowledge of modem correctional practices, policies and procedures.
- 10. Knowledge of general law enforcement practices, policies and procedures.
- 11. Knowledge of emergency procedures.
- 12. Ability to exercise good judgment in the management of prisoners and their environment.
- 13. Ability to work independently without close supervision.
- 14. Ability to remember names, faces, and details of incidents.
- 15. Ability to lead and motivate other employees.
- 16. Knowledge of first aid and CPR.

#### Physical Characteristics

- 1. See well enough to read regular print without error and to observe activities of inmates; corrective lens acceptable.
- 2. Hear well enough to monitor activity in jail and to communicate by telephone or radio; hearing aid acceptable.
- 3. Speak well enough to address groups of two or more people and to be understood by others over the radio or telephone.
- 4. Body movement to move freely about jail; mobility to protect one's self and others.
- 5. Strength to subdue a belligerent inmate.

#### Other Characteristics

- 1. Valid Alabama Peace Officers Standards and Training Certificate.
- 2. Emotional stability to handle stressful and dangerous situations.
- 3. Willing to work nonstandard hours, weekends, overtime and holidays as needed.

- 4. Willing to travel to transport prisoners.5. Possess a valid Alabama driver's license.6. Education and experience which provide the qualifications listed above.7. Willing to travel in order to attend training.

LA-2023-3

BID ITEM:

OPENING:

"Various Printing Jobs"
Friday, February 10, 2023
Monday, January 30, 2023

DATE MAILED:

	NO BID	LOWBID	NO RESPONSE		WINDOW ENVELOPES	PRINTED ENVELOPES	SOLID WASTE - WINDOW ENVELOPES
Data Pro Attn: Joe Smith 2106-A West Ferry Way Huntsville, AL 35801					3.346.0		
First Impressions Attn: Chris Richerson 459 James Road Hampton Cove, AL 35763							
Herald Printing 328 N. Pine Street Florence, AL 35630				(5,000)°	2500)-	Se 48 C	Se 198 (0005) 00 10 K
Printer & Stationers 113 N Court Street Florence, AL 35630				309.00 (S,000)-	-(00SE)	(200.5) (200.5) (200.5)	00.698 (000'S) (000'S)
Diversified Companies, LLC Attn: John Dawson 3721 Powers Court Chattanooga, TN 37416					<b>V</b>	<b>\</b>	
IMS Enterprises 3115 Northington Ct Florence, AL 35630					NO TO 1	NO TO	NO TO
					BREG	PRICE	PRICE
					LICE BLEAK	PRICE BREAK	PRICE BREAK

# LAUDERDALE COUNTY CHECKS ISSUED : January 23,2023 to February 12, 2023

1.	General-Special	59906-59990 Void #59959		1,664,465.20
2 .	Agri-Business Fund	4021		206.62
3.	LEPA Fund	8914-8929		10,602.46
4 .	Gasoline Tax Fund	18465-18488		555,118.46
5.	Public Bldg., R & B Special	N/A		0.00
6.	Public Highway & Traffic Fund	N/A		0.00
7.	Al. Trust Capital Improvement Fun	d N/A		0.00
8.	RRR Gasoline Tax Fund	N/A		0.00
9.	Reappraisal Fund	12452-12468		64,758.42
10	Reappraisal Money Market	N/A		0.00
11 .	Tourism, Rec. & Convention Fund	601-602		900.00
12 .	RSVP Fund	18069-18083		5,374.86
13 .	Child Protection Fund	1271		1,191.14
14 .	Rebuild Alabama Gas Tax Fund	N/A		0.00
15 .	Rebuild Alabama Diesel Tax Fund	N/A		0.00
16 .	Federal Aid Exchange Fund	N/A		0.00
17 .	Workplace Development Center Fo	und 1036		17,500.00
18 .	Special Grants Fund	N/A		0.00
19 .	ARPA Revenue Reduction Fund	N/A		0.00
20 .	Coronavirus Rescue Act Fund	N/A		0.00
21 .	CDBG Fund	N/A		0.00
22 .	Solid Waste Fund	9033-9058		433,451.63
23 .	Account Payable Fund	46598-46682		477,328.36
24 .	Fire Protection Fee Fund	4971-4984		67,900.00
25 .	Industrial Development Tax Fund	1232		642,320.52
26 .	Tobacco Tax Fund	3163-3165		6,660.00
27 .	TVA Tax Fund	6350-6362		436,298.62
			TOTAL \$	4,384,076.29