STATE OF ALABAMA

LAUDERDALE COUNTY §

The Lauderdale County Commission convened at the Lauderdale County Government Building in the City of Florence, Alabama, at 5:00 p.m. on the 27th day of May, 2025.

The meeting was called to order by Chairman, Danny Pettus. Upon roll call the following members answered present:

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Danny Pettus

Chairman

Roger Garner

Commissioner, District 1

Brad Black

Commissioner, District 1

Joe Hackworth

Commissioner, District 2

Todd Nix, Commissioner, District 2 was absent from this meeting.

Chairman, Danny 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 Chairman, Danny Pettus.

Award/Presentations: None

Public Comments on Agenda Items: None

Chairman Danny Pettus stated that number four on the agenda would be removed at this time.

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

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

Commissioner Garner moved, seconded by Commissioner Hackworth to approve the Florence Lauderdale Emergency Management Agency applying for an ALEA Grant. There being no further discussion, and upon a vote taken, motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Black moved, seconded by Commissioner Garner to approve the development of Nature's Cove Subdivision. Chairman Pettus referred to Eric Hill, Lauderdale County Engineer for more information. Mr. Hill stated the subdivision meets all requirements. Upon a vote taken, the motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Hackworth moved, seconded by Commissioner Garner to approve the Emergency Management Agency apply for a RC&D Grant. There being no further discussion, and upon a vote taken, motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Black moved, seconded by Commissioner Garner to approve the Emergency Management Agency applying for a TVA Community Development Grant. There being no further discussion, and upon a vote taken, motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Garner moved, seconded by Commissioner Hackworth to approve utilizing Danmark Communications to replace the current security systems in the Courthouse and Government Building for twenty-seven thousand seven hundred twenty-nine dollars and ninety-four cents. There being no further discussion, and upon a vote taken, motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Hackworth moved, seconded by Commissioner Black to approve updating Accounts Payable and Purchasing positions in the County Commission office. There being no further discussion, and upon a vote taken, motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Black moved, seconded by Commissioner Garner to approve to enter into an agreement for the Alabama Department of Revenue to administer Tobacco Tax Stamps. There being no further discussion, and upon a vote taken, motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Hackworth moved, seconded by Commissioner Black to approve purchasing and installing a generator in the Lauderdale County Jail not to exceed one hundred sixty-five thousand dollars from the Alabama Trust fund/Capital Improvement and amending the budget as needed. There being no further discussion, and upon a vote taken, motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Black moved, seconded by Commissioner Garner to approve the reappointment of Linda Quigley to serve on the Lauderdale County DHR board. This reappointment expiration will be April 17th, 2031. There being no further discussion, and upon a vote taken, motion was unanimously approved. This Resolution is herein recorded, and made a part of these minutes.

Commissioner Garner moved, seconded by Commissioner Hackworth approving the invoiced bills. There being no further discussion, and upon a vote taken, motion was unanimously approved. This is herein recorded, and made a part of these minutes.

LAUDERDALE COUNTY CHECKS ISSUED: May 12, 2025 - May 26, 2025				
1		General-Special	63289-63352	973,931.08
2		Agri-Business Fund	4168-4171	392.97
3		Pistol Permit Revenue Reduction Fund	N/A	0.00
4		Opioid Settlement Fund	1123-1129	2,502.18
5		LEPA Fund	9352-9358	4,519.32
6		Gasoline Tax Fund	19303-19318	492,194.30
7		Public Bldg., R & B Special	N/A	0.00
8		Public Highway & Traffic Fund	N/A	0.00
9		Al. Trust Capital Improvement Fund	399	369,615.00

		тот	\$ AL 3,226,724.46
27 .	TVA Tax Fund	6693-6705	409,178.79
26 .	Tobacco Tax Fund	N/A	0.00
25 .	Industrial Development Tax Fund	N/A	0.00
24 .	Fire Protection Fee Fund	N/A	0.00
23 .	Account Payable Fund	50000-50042	594,216.94
22 .	Solid Waste Fund	9883-9897	315,047.74
21 .	CDBG Fund	N/A	0.00
20 .	Coronavirus Rescue Act Fund	N/A	0.00
19 .	Special Grants Fund	1026	4,500.00
18 .	Workforce Development Center Fund	N/A	0.00
17 .	Federal Aid Exchange Fund	N/A	0.00
16 .	Rebuild Alabama Diesel Tax Fund	N/A	0.00
15 .	Rebuild Alabama Gas Tax Fund	N/A	0.00
14 .	Child Protection Fund	1300	1,748.29
13 .	RSVP Fund	18528-18535	5,073.57
12 .	Tourism, Rec. & Convention Fund	N/A	0.00
11 .	Reappraisal Fund	13036-13045	53,804.28
10 .	RRR Gasoline Tax Fund	N/A	0.00

There being no further business to come before the Commission, and upon a motion made by Commissioner Black and seconded by Commissioner Hackworth, the meeting was duly adjourned.

Danny Pettus Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Todd Nix, Commissioner

Joe Hackworth, Commissioner

ATTEST:

Brooke Slatton, County Administrator

LAUDERDALE COUNTY COMMISSION

REGULAR MEETING AGENDA

May 27, 2025

A. OFFICIAL AGENDA

- 1. CALL TO ORDER AND WELCOME
- 2. CALL OF ROLL TO ESTABLISH QUORUM
- 3. INVOCATION AND PLEDGE OF ALLEGIANCE- Chairman, Danny Pettus
- 4. AWARDS AND PRESENTATIONS
- 5. PUBLIC COMMENTS ON AGENDA ITEMS

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

REGULAR BUSINESS

- 1. Review and Motion to Consider Agenda Items
- 2. Approve minutes of last meeting

3. Resolution—ALEA Grant

The Commission will vote on approving the Florence Lauderdale EMA applying for an ALEA grant.

4. Resolution—MOU with Florence City Schools

The Commission will decide on signing a Memorandum of Understanding with the Florence City School Systems for the Workforce Development Center.

5. Resolution—Nature's Cove Subdivision

The Commission will vote on a new subdivision development.

6. Resolution—RC&D Grant

The Commission will vote on applying for a RC&D grant through the Florence Lauderdale EMA.

7. Resolution—TVA Community Development

The Commission will vote on applying for a TVA Community Development Grant through the Florence Lauderdale EMA.

8. Resolution—Security

The Commission will decide on using Danmark to replace the current security system in the Courthouse and Government buildings.

9. Resolution—Job Description Updates

The Commission will vote on updating two job descriptions in the County Commission office.

10. Resolution—Tobacco Tax Stamps

The Commission will vote on entering into an agreement with the state for the State Department of Revenue to administer Tobacco Tax Stamps

11. Resolution—Jail Generator

The Commission will decide on purchasing and installing a generator in the Lauderdale County Jail.

- 12. Board Appointment—DHR
- 13. Audit and Approve Invoiced Bills
- B. SCHEDULED PUBLIC HEARINGS—none
- C. STAFF REPORTS
- D. PUBLIC COMMENT PERIOD Per Rules of Procedure, three-minute time limit
- E. ADJOURN

LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, Florence Lauderdale EMA has presented an ALEA Grant opportunity for the approval by the Lauderdale County Commission; and

WHEREAS, the Florence Lauderdale EMA has requested permission to submit application to apply for the ALEA Grant; and

NOW THEREFORE BE IT RESOLVED by the Lauderdale County Commission approves the Florence Lauderdale EMA to apply for an ALEA Grant.

Done this the 27th day of May, 2025.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Todd Nix, Commissioner

Joe Hackworth, Commissioner

ATTEST:

Brooke Slatton, Administrator

LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, owners and developers of Nature's Cove Subdivision located in the Lauderdale County, Alabama have presented a plat for approval by the Lauderdale County Commission, and

WHEREAS, the County Engineer has submitted his written recommendation for approval of the recording of this subdivision

NOW THEREFORE BE IT RESOLVED by the Lauderdale County Commission that the subdivision plat of Nature's Cove Subdivision is herein accepted and approved for recording.

Done this the 27th day of May, 2025.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Todd Nix, Commissioner,

Absent

Joe Hackworth, Commissioner

ATTEST:

Brooke Slatton, Administrator

DANNY PETTUS CHAIRMAN

BROOKE SLATTON
ADMINISTRATOR

ERIC HILL ENGINEER

CHRISTOPHER A. SMITH



MEMBERS

BRAD BLACK
DISTRICT 1

ROGER GARNER
DISTRICT 1

JOE HACKWORTH
DISTRICT 2

TODD NIX
DISTRICT 2

To: Owner/Developer

Adjoining Property Owners

Utilities

Subject: Nature's Cove

Date: May 15, 2025

The above referenced subdivision has been reviewed by the County Engineer's Office and is recommended for approval. This subdivision will be publicly approved at the May 27, 2025 County Commission meeting.

This notification is being made subject to Alabama State Law (ACT 2006-227).

If you have any questions, feel free to contact my office at 256-760-5880.

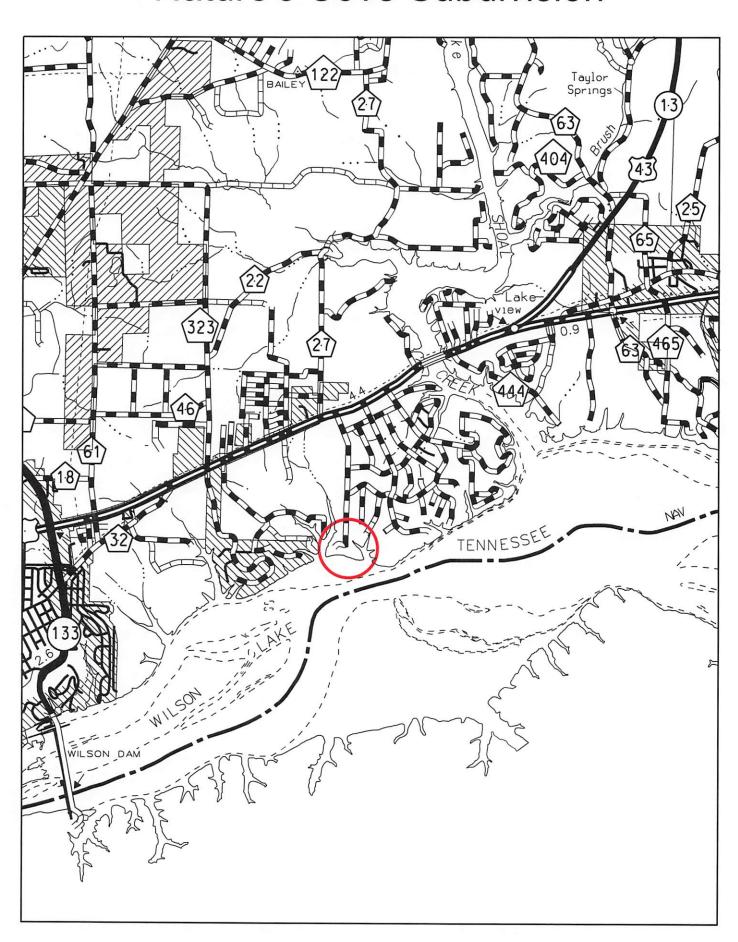
Signed:

Eric Hill

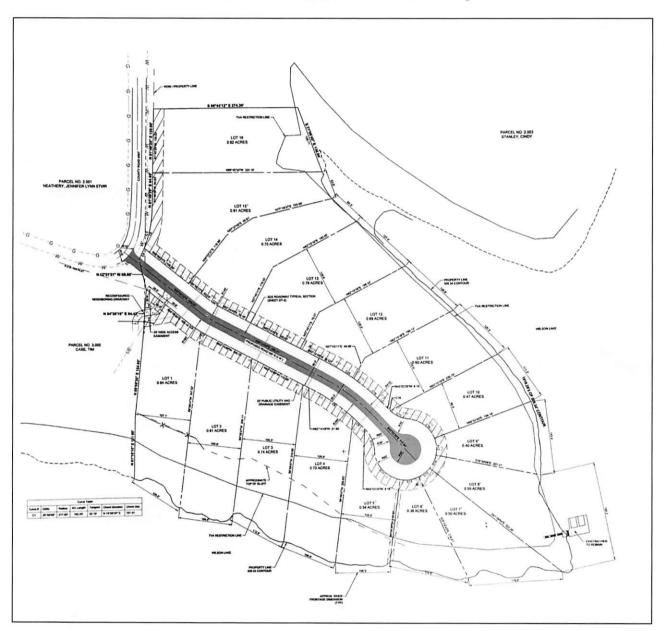
County Engineer's

Attachments

Nature's Cove Subdivision



Nature's Cove Subdivision Lauderdale County



STATE OF ALABAMA

LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, Florence Lauderdale EMA has presented an RC&D Grant opportunity for the approval by the Lauderdale County Commission; and

WHEREAS, the Florence Lauderdale EMA has requested permission to submit application to apply for the RC&D Grant; and

NOW THEREFORE BE IT RESOLVED by the Lauderdale County Commission approves the Florence Lauderdale EMA to apply for a RC&D Grant.

Done this the 27th day of May, 2025.

LAUDERDALE COUNTY COMMISSION

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Todd Nix, Commissioner

Joe Hackworth, Commissioner

ATTEST:

Brooke Slatton, Administrator

LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, Florence Lauderdale EMA has presented an TVA Community Development Grant opportunity for the approval by the Lauderdale County Commission; and

WHEREAS, the Florence Lauderdale EMA has requested permission to submit application to apply for the TVA Community Development Grant; and

NOW THEREFORE BE IT RESOLVED by the Lauderdale County Commission approves the Florence Lauderdale EMA to apply for a TVA Community Development Grant.

Done this the 27th day of May, 2025.

Danny Pettus, Chairman

Danny Pettus, Chairman

Roger Garner, Commissioner

Brad Black, Commissioner

Todd Nix, Commissioner

Joe Hackworth, Commissioner

ATTEST:

Brooke Slatton, Administrator

STATE OF ALABAMA § LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, the Lauderdale County Commission agrees to provide a keyless security system for the Courthouse and Government Building; and

WHEREAS, the Lauderdale County Commission will utilize Danmark to replace the current system for \$27,729.94; and

BE IT RESOLVED, the Lauderdale County Commission to approves the terms and conditions of the agreement.

conditions of the agreement.	
Done this the 27 th day of May, 2025.	
	LAUDERDALE COUNTY COMMISSION Only Lather Danny Lather
	Danny Pettus, Chairman William Javuer Roger Garner, Commissioner
	Brad Black, Commissioner
ATTEST:	Absent Todd Nix, Commissioner
Tooke Slatton, County Administrator	Joe Hackworth, Commissioner





Danmark Technologies

Servicing CO, TN, FL, AL . United States
 Quote #
 4253

 Date
 2025/04/04

 Expires
 2025/05/04

 Contact
 Ethan Pressnell

Prepared for

Lauderdale County Commission

Randy Chester 200 S. Court St. #303 PO Box 1059 Florence, AL 35630 United States

2563498561

rchester@lauderdalecountyal.gov

ACCEPT QUOTE

Access Control - Alarm.com

One-Time Fees

Item	Qty	Price	Total
ADC-AC-LP1502-PSE	4	\$1,225.00	\$4,900.00
The ADC-AC-LP1502-PSE Door Controller & Power Kit comes with a Door Controller pre-wired to a 12/24V DC dual-voltage power supply			
ADC-AC-MR52	4	\$478.80	\$1,915.20
Mercury Series MR52 Two Reader Expansion Module			
ADC-AC-ET10	16	\$250.00	\$4,000.00
The ET10 mullion form-factor access control reader supports proximity, NFC, and BLE, and is both OSDP and Wiegand compatible.			
HES 8000C	3	\$171.58	\$514.74
HES 8000C-12/24D-630 8000C Series Complete Pac Electric Strike Kit for Latchbolt Locks, Includes 801 and 801A Faceplates, Satin Stainless Steel			
Danmark Installation (Labor and Installation)	1	\$11,500.00	\$11,500.00
Danmark Installation (Labor and Installation) of converting old system to new system.			
Danmark Installation (Labor and Installation)		\$4,900.00	\$4,900.00
Danmark Installation (Labor and Installation) of three new doors in Legislative Office		13-14-14-14-14-14-14-14-14-14-14-14-14-14-	

Total One-Time \$27,729.94 USD

Monthly Fees

Item	Qty	Price	Total
Alarm com Smarter Access Control	1	\$63.52	\$63.52

Alarm.com Smarter Access Control Service Plan

Can be paid for monthly (\$63.52), annually (5% off = \$724.13), or semiannually (10% off = \$1,372.03)

Please contact us if you have any questions.

Total Monthly \$63.52 USD



ACCEPT QUOTE

Cost Breakdown

Category	One-Time Fees	Monthly Fees
Hardware / Access Control	\$11,329.94	_
Labor / Labor	\$16,400.00	_
License / Access Control	_	\$63.52
Total	\$27,729.94 USD	\$63.52 USD

Sales tax is not included on quotes but will be calculated and added to invoices

STATE OF ALABAMA LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, the Lauderdale County Commission agrees create and update job descriptions; and

WHEREAS, the Lauderdale County Commission will create a job description for Purchasing and update the job description for Account Payable Specialist remaining at a Grade 5 on the pay scale; and

BE IT RESOLVED, the Lauderdale County Commission to approves creation and update of the attac

Done this

ched job descriptions.	
the 27 th day of May, 2025.	
	LAUDERDALE COUNTY COMMISSION
	Danny Pettus, Chairman Man Manney Roger Garner, Commissioner
	Brad Black, Commissioner
	Absect Todd Nix, Commissioner
th.	- 11 // A

Joe Hackworth, Commissioner

ATTEST:

/ Brooke Slatton, County Administrator



LAUDERDALE COUNTY COMMISSION JOB DESCRIPTION

Revision Date – May 2025

Purchasing Specialist

Department: County Commission

Pay Grade: 5

Job Summary

Answers the telephone and greets visitors. Files checks, purchase orders and various reports. Keeps an updated car inventory and related maintenance records. Performs accounting duties pertaining to purchasing. Performs all required steps of purchase order process. Receives requisitions. Types checks, claim forms and reports. Assists the Accounts Payable Specialist with checking the reports prior to each commission meeting. Performs any related duties required by the Administrator.

Education and Experience

 Any combination of education and experience which provides the necessary qualifications listed below.

Secretarial

- Answers the telephone; routes calls; takes messages.
- Greets visitors; refers them to the proper person or department.
- Types claim forms, checks, letters, reports, and memos.
- Files checks, purchase orders, claim forms, and other reports as needed

Purchasing

- Prepares and issues purchase orders for all county departments.
- Receives requisitions from department heads.
- Ensures all orders have a requisition.
- Compares price, quality, and availability of supplies.
- Email orders to vendors, or email to the department head who sent up the requisitions.
- Ensures purchases are correct as to quality and number and delivered to department with invoice to be signed showing receipt of order.
- Checks invoices for errors; subtracts discounts; ensures bid items are correct.
- Attaches requisition and invoice to the purchase order; files purchase order by fund.
- Pulls purchase orders, completes claim form with vendor's name and address, fund
 number, invoice date and amount, department and expenditure code.
- Posts order once invoice is complete and signed.
- Receives requisitions from department head and request prices from at least two suppliers.
- Ensures materials such as crushed stone, asphalt and fuel are checked closely as to correct tonnage and price.

Miscellaneous

- Handles all duties of Accounts Payable Specialist as needed.
- Keep maintenance agreements on department's equipment.
- Keeps accurate maintenance records for County Vehicle inventory.
- Assists in preparation of monthly print bids.
- May be required to issue Tobacco Tax Stamps
- Assist in mail duties as needed.
- Assists in receiving complaints in county owned buildings regarding heating, cooling,
 plumbing, electrical, and elevator problems then refers to maintenance department.

Knowledge, Skills, and Abilities

(Any item with an asterisk will be taught on the job)

- Verbal skills to communicate effectively with coworkers, supervisors, vendors, and the general public.
- Math skills to multiply, divide, subtract, and add using fractions and decimals.
- Writing skills to complete various forms and reports, and to post journals.
- Reading skills to read and understand bid notices, invoices, and written directions.
- Typing skills to type letters, claim forms and reports in the proper format.
- Ability to operate office equipment such as computer, document scanner, calculator, fax machine, and copier.
- Knowledge of basic bookkeeping and fund accounting principles.
- Ability to keep records and prepare accurate reports.
- *Knowledge of County rules, regulations, policies, and procedures.
- *Knowledge of each department's telephones and features.
- *Knowledge of the filing system.
- *Knowledge of the Alabama Bid Law.

Physical Characteristics

- See well enough to read print and numbers without error or transposition; corrective lenses acceptable.
- Hear well enough to communicate on the telephone; hearing aid acceptable.
- Speak clearly enough to communicate with co-workers.
- Body mobility to move freely about the office.
- Strength to lift and carry heavy books.
- Use of hands and fingers to write, type, and file.

Other Characteristics

- Willing to work overtime and weekends in order to complete work.
- Willing to travel to and attend workshops and seminars.
- Must be bondable.

Relationships

- Reports to: County Administrator
- Subordinate staff: None
- Internal contacts: Members of the Commission Office and other departments
- External Contacts: General Public

Statements included in this description are not to be interpreted as being all inclusive.

The employee may be assigned other duties that are not specifically included.



LAUDERDALE COUNTY COMMISSION JOB DESCRIPTION

Revision Date – May 2025

Accounts Payable Specialist

Department: County Commission

Pay Grade: 5

Job Summary

Answers telephone and greet visitors. Performs accounting duties pertaining to purchasing. Receives requisitions. Writes purchase orders. Enters purchase orders into the computer. Completes claim forms for all purchase orders. Types checks, claim forms and reports. Performs related services and any related duties required by the Administrator.

Education and Experience

 Any combination of education and experience which provides the necessary qualifications listed below.

Secretarial

- Answers the telephone; routes calls; takes messages as needed.
- Greets visitors; refers them to the proper person.
- Types claim forms, checks, letters, reports and memos.
- Files checks, purchase orders, claim forms and other reports.

Accounts Payable

- Processes for payment all purchases orders.
- Prepares the bills each month for approval by the County Commission and codes for bookkeeping.
- Post invoices for payment after the order is signed and complete. (Match statements with invoices when applicable)
- Post invoices without purchase orders (ie copier maintenance, pest control, various monthly, quarterly, and annual invoices that do not require purchase orders).
- Prepare, print, and deposits checks for account payable transfer for each fund.
- Maintains Accounts Payable files.
- Prepare and issue 1099's yearly.

Miscellaneous

- Assists in receiving complaints in county owned buildings regarding heating, cooling plumbing, electrical and elevator problems and refers to maintenance department.
- Assists in operation of telephone system.
- Assists in mail duties as needed.
- May be required to issue Tobacco Tax Stamps.
- Will be crossed trained on Purchasing Specialist Position.
- Handles all duties of Purchasing Specialist as needed.

Knowledge, Skills, and Abilities

(Any item with an asterisk will be taught on the job)

- Verbal skills to communicate effectively with co-workers, supervisors, vendors, and the general public.
- Math skills to multiply, divide, subtract and add using fractions and decimals.
- Writing skills to complete various forms and reports.
- Reading skills to read and understand bid notices, invoices, and written directions.
- Typing skills to type letters, claim forms and reports in the proper format.
- Ability to operate office equipment such as computer, document scanner, calculator, fax machine, and copier.
- Knowledge of basic bookkeeping and fund accounting principles.
- Ability to keep records and prepare accurate reports.
- Planning skills to develop accurate schedules and plans
- *Knowledge of county rules, regulations, policies, and procedures.
- *Knowledge of the filing system.
- *Knowledge of the Alabama Bid Law.
- *Knowledge of the County computerized purchase order system.

Physical Characteristics

- See well enough to read print and numbers without error or transposition; corrective lenses acceptable.
- Hear well enough to communicate on the telephone; hearing aid acceptable.
- Speak clearly enough to communicate with co-workers.
- Body mobility to move freely about the office.

- Strength to lift and carry heavy books.
- Use of hands and fingers to write, type, and file.

Other Characteristics

- Willing to work overtime and weekends in order to complete work.
- Willing to travel to and attend workshops and seminars.
- Must be bondable.

Relationships

- Reports to: County Administrator
- Subordinate staff: None
- Internal contacts: Members of the Commission Department
- External Contacts: General Public; Vendors; Commissioners; Department Heads

Statements included in this description are not to be interpreted as being all inclusive.

The employee may be assigned other duties that are not specifically included.

STATE OF ALABAMA § LAUDERDALE COUNTY §

RESOLUTION

WHEREAS, the Lauderdale County Commission agrees to enter into an agreement for the State to administer Tobacco Tax Stamps; and

WHEREAS, the Lauderdale County Commission may enter into an agreement with the Alabama Department of Revenue to administer Lauderdale County Tobacco Tax; and

BE IT RESOLVED, the Lauderdale County Commission to approves the agreement with the Alabama Department of Revenue with a start date of collection as of September 1, 2025.

Done this the 27th day of May, 2025.

Iay, 2025.	
	LAUDERDALE COUNTY COMMISSION
	Danny Lotter
	Danny Pettus, Chairman
	Roger Garner, Commissioner
	Brid Blade Commission on
	Brad Black, Commissioner
	Todd Nix, Commissioner
	rodd Nix, Commissioner
	- me Haufunt
ator	Joe Hackworth, Comunissioner

ATTEST:

Brooke Slatton, County Administrator

RESOLUTION

WHEREAS, the Lauderdale County Commission agrees to purchase and install a generator at the jail; and

WHEREAS, the Lauderdale County Commission agrees that a generator needs to be purchased and installed at the jail not to exceed \$165,000 from the Alabama Trust fund/Capital Improvement amending the budget as needed; and

BE IT RESOLVED, the Lauderdale County Commission to purchase and install generator not to exceed \$165,000 from the Alabama Trust fund/Capital Improvement amending the budget as needed.

amending the budget as needed.	the Madama Trust fand Capital Improvement
Done this the 27 th day of May, 2025.	
	Danny Pettus, Chairman Roger Garner, Commissioner
ATTEST: Sylve Salt Brooke Slatton, County Administrator	Brad Black, Commissioner Absent Todd Nix, Commissioner Joe Hackworth, Commissioner