

**AGENDA (Revised)**  
**COOSA COUNTY COMMISSION**

**July 9, 2019**

**9:30 AM**

**WELCOME**

**PUBLIC COMMENTS:**

**ELECTED OFFICIAL COMMENT:**

**CALL TO ORDER**

**COMMISSION ROLL CALL**

**INVOCATION, PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

**READING OF MINUTES**

**AWARDS AND PRESENTATIONS**

**CONSENT AGENDA- MOTION AND SECOND TO APPROVE**

(A) Motion for Chairman, Vice Chairman and Administrator to authorize to issue and sign checks for payment of monthly expenses and payroll.

(B) Motion to approve changes in employees: job description, salary, work hours, status (including budget approved raises).

**NEW BUSINESS**

- (1) Approval for Sheriff Department to apply for a USDA Grant with 25% Match Paid by Sheriff Office Discretionary Funds For Camera Systems – Captain Mull, Sheriff Howell
- (2) Approval of appointment of Ms. Jerenell Anderson to County Board of Equalization Board to replace Rev. Earlie Leonard for four year term beginning October 1, 2019.-Commissioner Kelley
- (3) Approval to submit all Nominations for the Coosa County Board of Equalization for the terms beginning October 1, 2019 to the State Department of Revenue. Nominations are as follow: Ms. Christa Jennings, Dr. Jeff Fuller, and Ms. Jerenell Anderson – Chairman Adams
- (4) Approval of the Letter of Designation and Resolution regarding the FY20 FTA Section 5311 Grant Application for the Public Transportation Program – Administrator Graham
- (5) Approval of appointment of \_\_\_Laviddia Simmons\_ to the Coosa County Department of Human Resources Board to replace Ms. Chlora May's position with appointed term expiring in August 2020 – Commissioner McElrath
- (6) Retroactive approval of Commission Support Resolution regarding World Elder Abuse Awareness Day which was observed on June 15, 2019 – Chairman Adams
- (7) Budget Amendment – County Commission – Administrator Graham
- (8) Budget Amendment – Courthouse – Administrator Graham/Maint Mgr Brown
- (9) Budget Amendment – EMA – Administrator Graham/EMA Director Hale

- (10) Budget Amendment – Rockford Senior Center – Administrator Graham/Senior Manager Oden
- (11) Budget Amendment – West Coosa Senior Center – Senior Manager Yoder
- (12) Approval to sell Public Transportation Van Inventory #700092, 2007 Ford Goshen Pacer II, VIN#1FDWE35L87DA13402, Mileage 200K +/-, Condition Poor to Good (5311 Program)– by closed bid after proper posting and to withdraw previous Commission approval to sell on Gov.deals– Chairman Adams/Administrator Graham
- (13) Reappointment of Mr. Melvin Palmer to the Coosa County E911 Board – Chairman Adams

### OLD BUSINESS

### STAFF REPORTS

Administrator – Reminder for all to attend the Census leader training at the E911 building immediately following the Commission Meeting. Administrator will begin budget meetings with public officials in August. List of top sales tax payers in Coosa County given out to Commissioners.

Engineer

Attorney-

EMA

Courthouse Maintenance-

Nutrition-

Safety Coordinator-

### DISCUSSION ITEMS BY COMMISSIONERS

**ADJOURN**

**MINUTES****COOSA COUNTY COMMISSION**

JULY 9, 2019

9:30 A.M.

**ELECTED OFFICIAL COMMENT****CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE JULY 9, 2019 FOR ITS REGULAR MEETING WITH CHAIRMAN TODD ADAMS, PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN-TODD ADAMS, VICE CHAIR BERTHA K. MCELRATH; UNZELL KELLEY, RONNIE JOINER, AND RANDALL DUNHAM.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

INVOCATION WAS GIVEN BY COMMISSIONER RANDALL DUNHAM. THE PLEDGE OF ALLEGIANCE WAS SAID BY ALL IN ATTENDANCE.

**APPROVE AGENDA**

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO APPROVE THE AGENDA WITH REMOVING # 12 LINE ITEM. UNANIMOUSLY APPROVED

**READING OF MINUTES**

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY BERTHA MCELRATH TO DISPENSE READING OF MINUTES. UNANIMOUSLY APPROVED

**AWARDS AND PRESENTATION**

NONE

CONSENT AGENDA

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY TO APPROVE FOR THE CHAIRMAN, VICE CHAIRMAN AND ADMINISTRATOR TO AUTHORIZE TO ISSUE AND SIGN CHECKS FOR PAYMENT OF MONTHLY EXPENSES AND PAYROLL. UNANIMOUSLY APPROVED

MOTION TO APPROVE CHANGES IN EMPLOYEES: JOB DESCRIPTION, SALARY, WORK HOURS, STATUS (INCLUDING BUDGET APPROVED RAISES).



# Coosa County Sheriff's Office

Michael Howell, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922 • Fax 256-377-1244

Jail Fax 256-377-2690

Email: [office@coosaso.com](mailto:office@coosaso.com) • Website: [www.coosacountyso.org](http://www.coosacountyso.org)



Date: June 12, 2019

## SALE OF ACCRUED LEAVE

In accordance with Coosa County Sheriff's Office Rules and Regulations,

Attendance, Pay and Leave Policy, Section 5, General, Paragraph 6A (5),


Sheriff Office employee [REDACTED] has requested to sell back

104 hours of accrued leave based on extraordinary circumstances. This

request has been approved. We have confirmed [REDACTED] has accrued

leave time available in excess of hours requested for sale.

Approved:

  
Michael Howell, Sheriff



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# MEMO

To: Coosa County Commission  
From: Michael Howell, Sheriff  
Date: June 24, 2019  
RE: Troy Elon Middlebrooks

**MESSAGE:**

Troy E. Middlebrooks has been hired by the Coosa County Sheriff's Office as a Deputy. His date of employment will begin on June 28, 2019. Middlebrooks's rate of pay will be \$14.30 per hour. After completing his probationary period, he will not receive an increase in salary.

This memorandum for record will remain in effect until further notice.

  
Michael Howell, Sheriff

06/26/2019  
Date



# Coosa County Sheriff's Office

Michael Howell, Sheriff

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Email: [office@coosaso.com](mailto:office@coosaso.com) \* Website: [www.coosacountyso.org](http://www.coosacountyso.org)




# MEMO

To: Coosa County Commission  
From: Michael Howell, Sheriff  
Date: June 24, 2019  
RE: DeAndre Alexander Scott

**MESSAGE:**

DeAndre A. Scott has been hired by the Coosa County Sheriff's Office as a Correctional Officer/Dispatcher. His date of employment will begin June 28, 2019. Scott's rate of pay will be \$11.96 per hour. After completing his probationary period, he will receive an increase in salary. This memorandum for record will remain in effect until further notice.

  
\_\_\_\_\_  
Michael Howell, Sheriff

  
\_\_\_\_\_  
Date

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY UNZELL KELLEY THE APPROVAL TO SUBMIT ALL NOMINATIONS FOR THE COOSA COUNTY BOARD OF EQUALIZATION FOR THE TERMS BEGINNING OCTOBER 1, 2019 TO THE STATE DEPARTMENT OF REVENUE. NOMINATIONS ARE AS FOLLOW: MS. CHRISTA JENNINGS, DR. JEFF FULLER, AND MRS. JERENELL ANDERSON.  
UNANIMOUSLY APPROVED



VERNON BARNETT  
Commissioner

## State of Alabama Department of Revenue

(www.revenue.alabama.gov)  
50 North Ripley Street  
Montgomery, Alabama 36132

JOE W. GARRETT, JR.  
Deputy Commissioner

CURTIS E. STEWART  
Deputy Commissioner

MICHAEL D. GAMBLE  
Deputy Commissioner

DONALD J. GRAHAM  
Deputy Commissioner

March 1, 2019

TO ALL COUNTY GOVERNING BODIES

As you know, Section 40-3-2, Code of Alabama 1975, requires that each county governing body, shall nominate three persons for consideration in the selection of a County Board of Equalization. One member of the Board of Equalization is to be chosen from the list submitted by your body.

The task of creating a board to pass upon all property assessments is a matter of the highest importance; and the state is interested just as much as the county. You are urged to suggest the best possible type of citizenship for this responsibility.

You are requested to submit your nominations on the official form which is enclosed, so that the intent of the law will be fully carried out. Your attention is called to the fact that a person should be nominated by only one nominating body. It will be appreciated if you will confer with the County Board of Education and the municipalities, so that duplicate nominations will be avoided.

You will note that these nominations are for the new four-year term beginning October 1, 2019.

It will be greatly appreciated if you will return these nominations by August 15, 2019 in order that lists of all boards may be announced in ample time.

Sincerely yours,

Vernon Barnett  
Commissioner

- ~~Re: Eddie Leonard Dist 3~~ Jerenell Anderson  
- Christa Jennings  
- Jeff Fuller

VB:dj

Enclosure

COUNTY

OFFICIAL REPORT  
Nominations for the  
County Board of Equalization  
Term beginning October 1, 2019

STATE OF ALABAMA )  
 )  
Coosa County )

To the State Commissioner of Revenue  
Montgomery, Alabama

We, the undersigned members of the County Commission, or other governing body of this county, do hereby nominate the persons as shown below for consideration as members of the County Board of Equalization and certify that in our opinion they are competent to serve under the provisions of the law.

As provided in Section 40-3-2, Code of Alabama 1975, each nominee is a resident of this county, is an owner of taxable property located within this state, is a qualified voter within this county, and is otherwise well fitted for the duties of the office for which he is nominated. It is understood further that no member of the Board of Equalization can hold employment or office of profit with the United States, the State of Alabama, any county or other political subdivision of said State, or with any county school board or with any municipality.

Under all the conditions stated above, we nominate the following persons:

- 1. Christa Jennings Name (As usually signed)  
10 Woodfin Road, Rockford, AL 35136 Exact Post Office Address
- 2. Dr. Jeff Fuller Name (As usually signed)  
226 Jackson Street, Rockford, AL 35136 Exact Post Office Address
- 3. Jernell Anderson Name (As usually signed)  
3525 County Road 63 Alexander City, AL 35010 Exact Post Office Address

Signatures of all members of  
County Commission  
or other governing body.



Jodd J. Adair  
Roy J. [unclear]  
Theresa D. [unclear]  
Bertha K. McElrath  
Umzell Kelley

DATE: August 9, 2019



# EAST ALABAMA

## REGIONAL PLANNING AND DEVELOPMENT COMMISSION

1130 Quintard Avenue • Suite 300, Quintard Tower • P.O. Box 2186 • Anniston, Alabama 36202  
Phone: 256-237-6741 • FAX: 256-237-6763 • E-mail: [earpdc@earpdc.org](mailto:earpdc@earpdc.org)  
web site: [www.earpdc.org](http://www.earpdc.org)

May 10, 2019

Lori Hodge Corley  
Executive Director

Ms. Bridget Graham  
County Administrator  
P.O. Box 10  
Rockford, AL 35136

Dear Ms. Graham:

Once again, it is time to apply for the FTA Section 5311 Grant Application for the Public Transportation program. The enclosed budget reflects level funding for Fiscal Year 2020. If there is need to adjust the budget, be it additional or less funds or adjustment of line items, please let me know.

Enclosed for signatures and/or action by the County Commission are the following:

- Letter of Designation
- Local Match Resolution for operations/administration
- Fiscal Year 2020 Proposed Budget

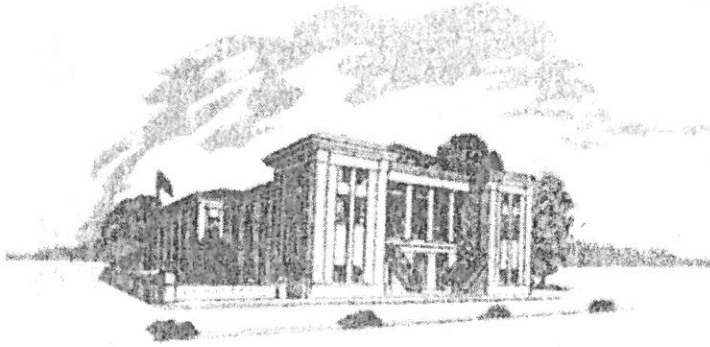
The Letter of Designation and *one* Resolution for local match (either one committing funds for operations/administration only or one that includes funds for a van purchase in FY 2020) should be returned to EARPDC *before* Friday June 7, 2019, so that I can include them as part of the FY 2020 grant application. If I can assist you in any way, or you would like me to further explain the budget, please email me at [shane.christian@earpdc.org](mailto:shane.christian@earpdc.org) give me a call at 256-237-6741.

Sincerely,

Shane Christian  
Project Director

encl.

RECEIVED  
EAST ALABAMA REGIONAL PLANNING & DEVELOPMENT COMMISSION  
MAY 14 2019  
PO BOX 10



# Coosa County Commission

Post Office Box 10  
ROCKFORD, ALABAMA 35136-0010

BRIDGET H. GRAHAM, CPA, CGMA  
ADMINISTRATOR  
PHONE (256) 377-1350  
FAX (256) 377-2524

DISTRICT 1  
RANDALL DUNHAM

DISTRICT 2  
BERTHA KELLY  
VICE CHAIRMAN

DISTRICT 3  
UNZELL KELLEY

DISTRICT 4  
RONNIE JOINER

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

Mr. D.E. Phillips, Jr., P.E.  
State Local Transportation Engineer  
Local Transportation Bureau  
Alabama Department of Transportation  
1409 Coliseum Blvd.  
Montgomery, Alabama 36110

Dear Mr. Phillips:

Subject: **Letter of Designation**

The Coosa County Commission has carefully considered the selection of an implementing agency for its Section 5311 Rural Transportation project. We designate the East Alabama Regional Planning and Development Commission as our local implementing agency. The principal contact for this project is Shane Christian.

If you have any questions concerning this request, please contact Shane Christian, Project Director, at 256-237-6741.

Sincerely,

Todd J. Adams  
Chairman, Coosa County Commission



Line Item Budget			
FTA Section 5311 Rural Transportation			
FISCAL YEAR 2020			
Project County: Coosa County Commission			
Project Number RPT-08			
<b>Coosa County Operations Budget</b>		<b>EARPDC Administrative Budget</b>	
Contract Payments		Coordinator	2500
Drivers/Dispatchers/Salaries	26000	Fringes	1200
Fringes	11250	Indirect	1900
Fuel	3000	Computer/Computer License	300
Maintenance	1000	Travel/Training	280
Tires/Oil	900	Dues/Membership	75
Telephone	900	Tags/Titles	21
Utilities	1000	Postage	100
Office Supplies	200	Printing/Advertising	250
Office Equipment		<b>TOTAL:</b>	<b>\$ 6,626.00</b>
Insurance	2284		
Space/Rent			
Bookkeeping			
Insurance - Non Vehicle			
Alcohol/Drug Testing	50		
Printing	100		
MVR/Background Check			
Travel/Training	300		
Indirect			
Advertising			
Washing/Cleaning of Vehicle			
Tags/Titles	30		
<b>TOTAL:</b>	<b>\$ 47,014.00</b>		
<b>Source of Budget Funds</b>			
<b>FTA Section 5311 Rural Transportation</b>			
Total Operating Costs:	\$ 47,014		
Farebox Recovery (10%)*	\$ 4,701.40		
Net Operating Costs	\$ 42,313		
Section 5311 Share (50%)	\$ 21,156		
Local Operator Share (50%)	\$ 21,156	21156	
Total Administrative Costs:			
Section 5311 Share (80%)	\$ 5,301		
Local Share (20%)	\$ 1,325		
<b>TOTAL FEDERAL MATCH:</b>	<b>\$ 26,457</b>		
<b>TOTAL LOCAL MATCH:</b>	<b>\$ 22,482</b>		

\* Not recovering 10% of the operating budget in fares will decrease the amount of reimbursement available.

RESOLUTION NO. \_\_\_\_\_

## "SECTION 5311 NONURBANIZED AREA PUBLIC TRANSPORTATION"

WHEREAS, the Coosa County Commission recognizes the need for a public transportation program; and

WHEREAS, the Coosa County Commission is recognized as a member of the Coosa County Transportation Steering Committee; and

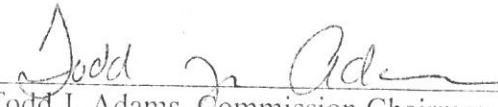
WHEREAS, the Coosa County Commission recognizes that the requirements to obtain Section 5311 funds from the Alabama Department of Transportation includes a local match of 50% for operating expenses and 20% for administration and capital expenses; and


WHEREAS, the Coosa County Commission recognizes that the local match will be a shared cost with other participating municipalities being responsible for providing an appropriate allocation of local non-federal funds to secure the operating of the Section 5311 Nonurbanized Area Public Transportation Program.

NOW, THEREFORE, BE IT RESOLVED, that the Coosa County Commission hereby commits the amount of \$22,482 as local non-federal match for capital, administrative and operations expenditures under the Section 5311 Nonurbanized Area Public Transportation Program during Fiscal Year 2020.

BE IT FURTHER RESOLVED that the Commission Chairman is authorized to execute an agreement with the East Alabama Regional Planning and Development Commission for provision of transit services in Coosa County and that the Chairman is also authorized to execute any certifications and assurance required in conjunction with the program.

Passed and adopted this the 9<sup>th</sup> day of July, 2019.

  
Todd J. Adams, Commission Chairman

  
Bridget N. Graham, County Administrator



MOTIONED BY COMMISSIONERS BERTHA MCELRATH AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF THE APPOINTMENT OF LAVIDDIA SIMMONS TO THE COOSA COUNTY DEPARTMENT OF HUMAN RESOURCES BOARD TO REPLACE MS. CHLORA MAY'S POSITION WITH APPOINTED TERM EXPIRING IN AUGUST 2020. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RONNIE JOINER THE RETROACTIVE APPROVAL OF COMMISISON SUPPORT RESOLUTION REGARDING WORLD ELDER ABUSE AWARENESS DAY WHICH WAS OBSERVED ON JUNE 15, 2019. UNANIMOUSLY APPROVED

## World Elder Abuse Awareness Day Proclamation

WHEREAS, Coosa County elderly and disabled adults are valued members of society; and

WHEREAS, the number of older citizens is fast growing and the incidence of abuse, neglect, and exploitation of older adults is outpacing the growth of the population; and

WHEREAS, abuse of older and disabled people is a significant and complex social and health problem that impacts all cultural, social, economic, and demographic groups; and

WHEREAS, combating abuse of people who are elderly or have a disability will help improve the quality of life for all seniors and adults in this county and will allow seniors and adults who have a disability to continue to live as independently as possible and contribute to the life and vibrancy of Coosa County; and

WHEREAS, Coosa County seniors and disabled adults have a right to live free of abuse, neglect, and exploitation and to be treated with respect and dignity to enable them to be valued members of this community; and

WHEREAS, Coosa County and the Adult Protective Services program of Coosa County Department of Human Resources are committed to working closely with community partners to protect and provide for the needs of our older and disabled citizens; and

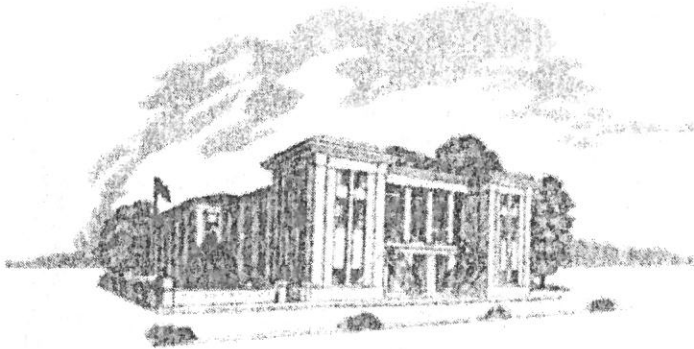
WHEREAS, the protection of Coosa County seniors and disabled adults is in the interest of all and further adds to the well-being of Coosa County;

NOW, THEREFORE, I, Coosa County Commission Chairman, Todd Adams, on behalf of the Coosa County Commission do hereby proclaim Saturday, June 15, 2019, Elder Abuse Awareness Day and encourage all our citizens to raise awareness of elder and disabled abuse, neglect, and exploitation.

Dated in the County Commission Office on this 11<sup>th</sup> day of June, 2019.

Todd Adams, Chairman  
Coosa County Commission

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY RONNIE JOINER THE APPROVAL OF THE BUDGET AMENDMENT FOR THE COUNTY COMMISSION OFFICE. UNANIMOUSLY APPROVED



# Coosa County Commission

Post Office Box 10  
ROCKFORD, ALABAMA 35136-0010

BRIDGET H. GRAHAM, CPA, CGMA  
ADMINISTRATOR  
PHONE (256) 377-1350  
FAX (256) 377-2524

DISTRICT 1  
RANDALL DUNHAM

DISTRICT 2  
BERTHA KELLY  
VICE CHAIRMAN

DISTRICT 3  
UNZELL KELLEY

DISTRICT 4  
RONNIE JOINER

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

July 8, 2019

TO: THE COOSA COUNTY COMMISSION

SUBJECT: 3<sup>rd</sup> Qtr. Budget Amendment Requests-County Commission

Please allow the following budget adjustments:

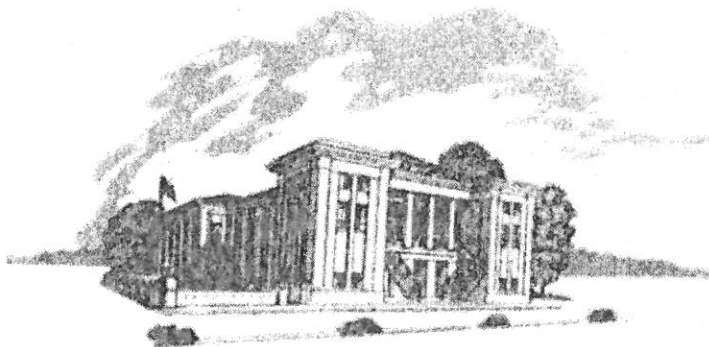
	Curr	Rqtd	Dif
00151100273 Bond	3022	3545	523
00151100273 <sup>499</sup> Misc	3228	2705	(523)

Net effect is '0'

Thank you,

Bridget Graham, County Administrator

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY BERTHA MCELRATH THE APPROVAL  
OF THE BUDGET AMENDMENT FOR THE COURTHOUSE MAINTENANCE DEPARTMENT.  
UNANIMOUSLY APPROVED



## Coosa County Commission

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RONNIE JOINER

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

July 8, 2019

TO: THE COOSA COUNTY COMMISSION

SUBJECT: 3<sup>rd</sup> Qtr. Budget Amendment Requests-Courthouse

Please allow the following budget adjustments:

		Curr	Rqtd	Dif
00151110152	Various Maint	1500	2800	1300
00151110234	Rep/Maint Veh	3000	1500	(1500)
00151110214	Small Tools	1000	1200	200

Net effect is '0'

Thank you,

Todd Brown, Maint Manager

Bridget Graham, County Administrator

*Bridget Graham*

3412

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY UNZELL KELLEY THE APPROVAL OF THE BUDGET AMENDMENT FOR THE EMA. UNANIMOUSLY APPROVED

July 8, 2019

TO: THE COOSA COUNTY COMMISSION

SUBJECT: 3<sup>rd</sup> Qtr. Budget Amendment Requests-EMA

Please allow the following budget adjustments:

		Curr	Rqtd	Dif
00152300264	Room /Meal	100	0	(100)
00152300264 265	Regis Fees	125	225	100

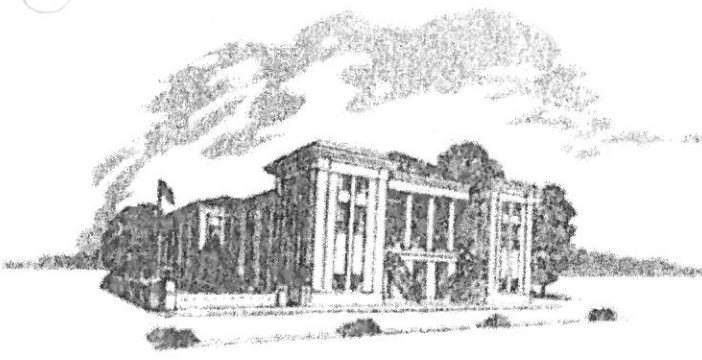
Net effect is '0'

Thank you,

Terri Hale, EMA Manager

Bridget Graham, County Administrator

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY BERTHA MCELRATH THE APPROVAL OF THE BUDGET AMENDMENT FOR THE ROCKFORD SENIOR CENTER. UNANIMOUSLY APPROVED



# Coosa County Commission

Post Office Box 10  
ROCKFORD, ALABAMA 35136-0010

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ADMINISTRATOR  
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DISTRICT 3  
UNZELL KELLEY

DISTRICT 4  
RONNIE JOINER

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

July 8, 2019

TO: THE COOSA COUNTY COMMISSION

SUBJECT: 3<sup>rd</sup> Qtr. Budget Amendment Requests-Rockford Senior Center

Please make the following budget adjustments:

		<i>Amount</i>	<i>Requested</i>	<i>Difference</i>
14756225216	Cleaning Supplies	250	362	112
1475622549	Misc	899	787	(112)

Net effect is '0'

Thank you,

Brenda Oden, Rockford Senior Center Manager

Bridget Graham, County Administrator

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY BERTHA MCELRATH THE APPROVAL OF THE BUDGET AMENDMENT FOR WEST COOSA SENIOR CENTER. UNANIMOUSLY APPROVED

West Coosa Senior Center  
47 Coosa County Road 70  
Sylacauga, AL 35151

Phone (256)249-2024

Email: [wcsc1994@gmail.com](mailto:wcsc1994@gmail.com)

Date: July 8, 2019

To: Coosa County Commissioners

From: Laurie Yoder, Manager of West Coosa Senior Center

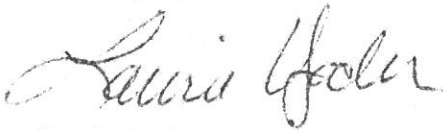
RE: 2019 Budget Amendments

West Coosa Sr. Center would like to amend our budget as follows:

Line Item#	Annual Budget	Requested Budget	Inc/Dec	Reason
251/ Telephone	1,800	1,400	(400)	
499/Misc	703	1,103	400	underestimated Cleaning Exp.

Net Increase/Decrease in Budget = 0

Thank you,



Laurie Yoder, West Coosa Senior Center Manager

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY UNZELL KELLEY THE APPROVAL OF THE REAPPOINTMENT OF MR. MELVIN PALMER TO THE COOSA COUNTY E911 BOARD FOR ANOTHER TERM BEGINNING OCTOBER 2019-2023 . UNANIMOUSLY APPROVED

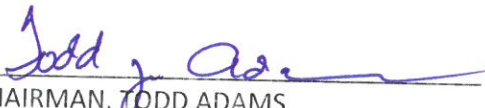
OLD BUSINESS

NONE

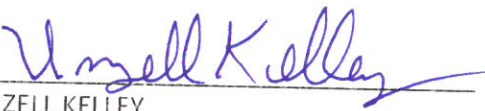
MOTION TO ADJOURN


MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY RONNIE JOINER TO ADJOURN. UNANIMOUSLY APPROVED

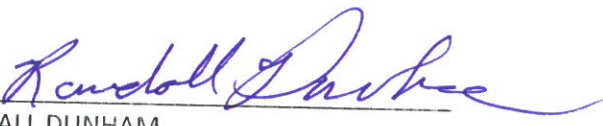
MINUTES APPROVED THIS 13TH DAY OF AUGUST, 2019.

  
CHAIRMAN, TODD ADAMS

  
VICE CHAIRMAN, BERTHA K. MCELRATH

  
UNZELL KELLEY

  
RONNIE JOINER

  
RANDALL DUNHAM





**AGENDA**  
**COOSA COUNTY COMMISSION**  
**August 13, 2019**  
**9:30 AM**

**WELCOME**

**PUBLIC COMMENTS:** Ms. Angie Sparks of Liberty Learning Foundation  
 Ms. Sharon Hardy – Conditions of Coosa County 99 and 90  
 Martha White – Talla Coosa Aid to People

**ELECTED OFFICIAL COMMENT:** (Including Sharon Haynes, Cooperative Extension)

**CALL TO ORDER****COMMISSION ROLL CALL****INVOCATION, PLEDGE OF ALLEGIANCE****APPROVE AGENDA****READING OF MINUTES****AWARDS AND PRESENTATIONS****CONSENT AGENDA- MOTION AND SECOND TO APPROVE**

- (A) Motion for Chairman, Vice Chairman and Administrator to authorize to issue and sign checks for payment of monthly expenses and payroll.
- (B) Motion to approve changes in employees: job description, salary, work hours, status (including budget approved raises).

**NEW BUSINESS**

- (1) Approval for Sheriff Department to apply for a Gulf States Regional Law Enforcement Technology Assistance Initiative Competitive Grant Solicitation to use for law enforcement technology. – Captain Mull, Sheriff Howell
- (2) Approval for Sheriff Department to apply for an Edward Byrne Memorial Justice Assistance Grant (JAG) Program in for the purpose of reducing crime and violence. – Captain Mull, Sheriff Howell
- (3) Retroactive Approval of annual Homeland Security Grant Program in order provide for a fully functional Emergency Operations Center for Coosa County including the following: a smart tv, a smart board for training and meetings, two laptops and two iPads for a total of \$17,193. No local match will apply. EMA Director Hale
- (4) Discussion of the 2019 Abstract of Assessment, Exemptions and Ad Valorem Taxes projection – Revenue Commissioner Lamberth
- (5) Discussion regarding scanning of historical records and preservation and preview of latest efforts.- Probate Judge Dean
- (6) Approval to accept Robinson Iron's bid to restore and repaint the Coosa County Courthouse railings and stairs with all to be reinstalled within 6 weeks of removal of railings – Administrator Graham
- (7) Approval of Budget Amendment – Probate Office – Probate Judge Dean
- (8) Approval of Budget Amendment – Highway Department – Engineer Eason

- (9) Approval of Budget Amendment ( Includes permission to transfer \$1000 from Security Budget to Sheriff's office to apply toward vehicle repairs) Sheriff/Jail – Chief Mull
- (10) Approval to solicit bids on the painting of roof and exposed exterior areas (other than rock surfaces) on the Coosa County Extension Office, Rockford, AL . Bids to be opening at the September 10<sup>th</sup> Commission meeting at 1030 am– Administrator Graham
- (11) Approval to solicit bids on Reroofing of Driver License Office aka Old Health Department, Rockford, AL including removal and disposal of existing shingle roof, installing ice and water shield underlayment over wood roof deck with exposed fastener r-panel type metal at least 26 gauge with associated trim and flashings, including minor wood fascia repairs to exposed areas. (See balance of scope) Bids to be opened at the September 10<sup>th</sup> Commission meeting at 1030 am.- Administrator Graham
- (12) Nomination of FY20 ACCA Legislative Committee Nominee (Commissioner Unzell Kelley) by majority vote of the County Commission – Chairman Adams
- (13) Discussion to set Budget Hearings and Commission meeting dates in September to approve final budgets and contracts.-Administrator Graham
- (14) Approval of Highway Department plans for road expenditures for FY20.
- (15) Approval to solicit bids for road materials for FY20 with bids to be opened at the September 10<sup>th</sup> Commission meeting.
- (16) Discussion of County Cyber Security.

### **OLD BUSINESS**

- (1) Discussion/Change in voting venue agreement – Goodwater Armory- Attorney Kelley

### **STAFF REPORTS**

**Administrator** – Luncheon at Extension Office after Commission meeting. Reminder to all Elected Officials to make appointments to meet with County Administrator and to have all contracts in prior to the first Commission meeting in September, Reminder to start plans for promoting Census 2020 in each Commissioners district.

**Engineer**

**Attorney-**

**EMA**

**Courthouse Maintenance-**

**Nutrition-**

**Safety Coordinator-**

### **DISCUSSION ITEMS BY COMMISSIONERS**

**ADJOURN**

**MINUTES****COOSA COUNTY COMMISSION****AUGUST 13, 2019****9:30 A.M.****ELECTED OFFICIAL COMMENT****CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE AUGUST 13, 2019 FOR ITS REGULAR MEETING WITH CHAIRMAN TODD ADAMS, PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIR BERTHA K. MCELRATH, UNZELL KELLEY, RONNIE JOINER, AND RANDALL DUNHAM.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

INVOCATION WAS GIVEN BY COMMISSIONER RANDALL DUNHAM. THE PLEDGE OF ALLEGIANCE WAS SAID BY ALL IN ATTENDANCE.

**APPROVE AGENDA**

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY TO APPROVE THE AGENDA WITH REMOVING # 12 LINE ITEM. UNANIMOUSLY APPROVED

**READING OF MINUTES**

MOTIONED BY COMMISSIONERS RONNIE JOINER AND SECONDED BY BERTHA MCELRATH TO DISPENSE READING OF MINUTES. UNANIMOUSLY APPROVED

**AWARDS AND PRESENTATION**

NONE

## CONSENT AGENDA

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RONNIE JOINER TO APPROVE FOR THE CHAIRMAN, VICE CHAIRMAN AND ADMINISTRATOR TO AUTHORIZE TO ISSUE AND SIGN CHECKS FOR PAYMENT OF MONTHLY EXPENSES AND PAYROLL. UNANIMOUSLY APPROVED

MOTION TO APPROVE CHANGES IN EMPLOYEES: JOB DESCRIPTION, SALARY, WORK HOURS, STATUS (INCLUDING BUDGET APPROVED RAISES).



## Coosa County Sheriff's Office

Michael Howell, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922 • Fax 256-377-1244

Jail Fax 256-377-2690

Email: [office@coosaso.com](mailto:office@coosaso.com) \* Website: [www.coosacountyso.org](http://www.coosacountyso.org)



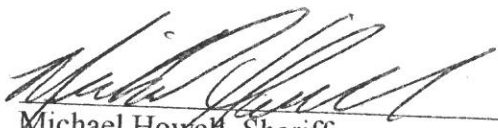
# MEMO

To: Coosa County Commission  
 From: Michael Howell, Sheriff  
 Date: June 24, 2019  
 RE: Troy Elon Middlebrooks

**MESSAGE:**

Troy E. Middlebrooks has been hired by the Coosa County Sheriff's Office as a Deputy. His date of employment will begin on June 28, 2019. Middlebrooks's rate of pay will be \$14.30 per hour. After completing his probationary period, he will not receive an increase in salary.

This memorandum for record will remain in effect until further notice.

  
 Michael Howell, Sheriff

06/26/2019  
 Date

# Coosa County Commission

Engineering Department  
17781 US HWY 231  
ROCKFORD, ALABAMA 35136  
(256) 377-2261

Donald Wayne Eason  
COUNTY ENGINEER

RANDALL DUNHAM  
DISTRICT NO. 1  
BERTHA MICELRATH  
DISTRICT NO. 2

UNZELL KELLEY  
DISTRICT NO. 3  
RONNIE JOINER  
DISTRICT NO. 4  
TODD ADAMS  
CHAIRMAN  
DISTRICT NO. 5

August 5, 2019

Bridget Graham  
Administrator  
Coosa County Commission  
P. O. Box 10  
Rockford, AL 35136


RE: Carlos Whetstone  
Employee of Coosa County Highway Dept.

Dear Bridget:

The above referenced employee started work on August 5, 2019 for the county engineer,  
at a starting rate of \$9.00.

Thanks for your attention in this matter.

Yours truly,

  
Donald W. Eason, P.E.  
Coosa County Engineer

July 23, 2019

Coosa County Highway Department,

I regret to inform you that I have to quit my full time position due to [REDACTED]  
[REDACTED] the fact related to my [REDACTED] and [REDACTED]  
[REDACTED] difficulty in starting and shifting gears, as well as diverting [REDACTED]  
[REDACTED] and [REDACTED] issues. I have enjoyed working with everyone here.

My last day of employment will be August 1, 2019 as I hope to tolerate working a notice. Please accept my resignation.

Sincerely,



Maury S. Jackson

RECEIVED  
COOSA COMMISSION

JUL 31 2019

PO BOX 10

# COOSA COUNTY JUDGE OF PROBATE

## JUDGE: RICHARD M. DEAN



August 6, 2019

RE: Hire of Laci Michelle Swaney for Coosa County Licensing Office Position

To: Coosa County Commission Administrator  
Rockford, Alabama 35136

1. This letter is to notify you we have selected Mrs. Laci Michelle Swaney to fill the Judge of Probate's Licensing Office Clerk's position effective August 19, 2019. As noted in the attached recommendation letter from Mrs. Caldwell, Mrs. Swaney has extensive office management experience, but there are many aspects of the Licensing Office Clerk position she must learn.
2. Mrs. Swaney's hourly rate of salary effective August 19, 2019, will be \$10:00. Because of the complexity and broad scope of the job, there will be incremental increases (detailed in Paragraph 3) as Mrs. Swaney (1) becomes more proficient in the job; (2) attains the required training related to licensing and probate functions; and (3) obtains the Licensing Administrator's recommendation and Judge of Probate's written approval and verification that all the conditions for each increase listed in this paragraph have been met.
3. Six months from the effective date listed in paragraph 1, if progression and learning has been satisfactory, the hourly salary may increase by \$0.50; fifteen (15) months after initial hire and with the appropriate recommendations and approval Mrs. Swaney's hourly salary may be increased again by \$0.50 to bring her salary to \$11.00 per hour. The amounts of these incremental increases over the 15-month period are to be as stated and contingent upon satisfactorily meeting all requirements listed in paragraph 2.
4. Attached is Mrs. Swaney's resume, county job application, a copy of the Licensing Clerk's job description signed by Mrs. Swaney indicating she has read and understands the job requirements, and other documents used in the hiring process. Please take appropriate action to hire Mrs. Swaney and place this letter and accompanying documents in her personnel file.

Respectfully,

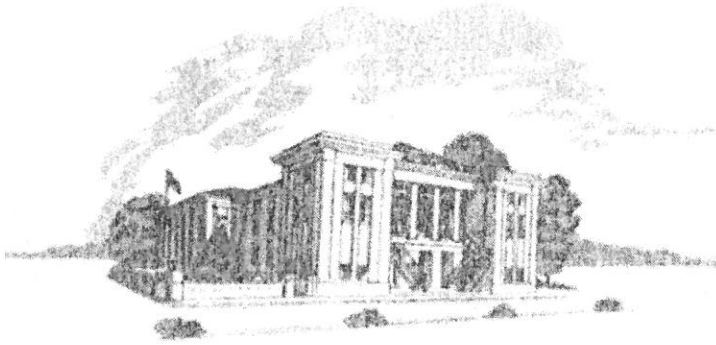
Richard M. Dean

RECEIVED  
COOSA COMMISSION

AUG 6 2019

PO BOX 10





# Coosa County Commission

Post Office Box 10  
ROCKFORD, ALABAMA 35136-0010

BRIDGET H. GRAHAM, CPA, CGMA  
ADMINISTRATOR  
PHONE (256) 377-1350  
FAX (256) 377-2524

DISTRICT 1  
RANDALL DUNHAM

DISTRICT 2  
BERTHA KELLY  
VICE CHAIRMAN

DISTRICT 3  
UNZELL KELLEY

DISTRICT 4  
RONNIE JOINER

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

TO: Coosa County Commission

Subject: Maintenance Manager

Mr. Todd Brown has been in the current position of Maintenance Manager for the past 4 years. During this time, he has been reliable, trustworthy, and has significantly improved the operations regarding maintenance activities.

Some of his accomplishments include but are not limited to:

- Successful refurbishment of Courthouse basement
- Security renovations at the Coosa County Jail
- Creation of a Maintenance plan to replace all HVAC units with more efficient units over a five year period ( 4 units have been replaced to date)
- Contributions related to establishing a Courthouse Community Garden
- Reliability to all departments by his willingness to be "on call" for afterhours emergencies.

Please consider moving Mr. Brown to the Advanced Level of his current position with an increase per hour of \$1.44. The Maintenance Budget will not increase due to this advancement but will be absorbed through other line items. The effective date of the proposed raise will be August 12, 2019.

Regards,

*Bridget Graham*

Bridget Graham, County Administrator



## COOSA COUNTY JOB DESCRIPTION

Job Title: Maintenance Manager Advanced  
Department: Maintenance  
FLSA: Grade:  
Job Description Prepared: August 2019

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this job 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: County Administrator  
Subordinate Staff: Custodial Staff  
Other Internal Contacts: All County Departments  
External Contacts: General Public; Vendors

### Job Summary

Under the direction of the County Administrator, the employee supervises employees and inmates released under the work release program. The employee ensures repairs and construction to buildings, equipment and County grounds are done in order to facilitate efficient operation of the Sheriff's Department and Coosa County government. The employee also prepares and maintains budgets and records of all funds spent. Advanced position requires a minimum of three years in the Maintenance Manager position.

# Payroll/Status Change Notice

Please Print

Routing  Payroll  \_\_\_\_\_  \_\_\_\_\_

Effective Date of Change 8/12/19  New Hire  Change  Separation

Employee Name Brown Todd  
Last First Middle

Social Security # \_\_\_\_\_ Employee/Payroll # \_\_\_\_\_ Dept. \_\_\_\_\_

Address \_\_\_\_\_  
Street City State ZIP Code

Telephone # ( ) \_\_\_\_\_ Date of Birth (for administrative use only) \_\_\_\_/\_\_\_\_/\_\_\_\_

Status:  Full-Time  Part-Time  Full-Time Temporary  Part-Time Temporary  Other \_\_\_\_\_

Job Title Maintenance Supervisor  Exempt  Non-Exempt  Hourly W-4 Attached?  Yes  No

## Change(s) for Current Employee

Type	From	To	Comments
<input type="checkbox"/> Address Change			
<input type="checkbox"/> Demotion			
<input type="checkbox"/> Department			
<input type="checkbox"/> 401(k)/403(b) Contribution			
<input type="checkbox"/> Insurance Eligibility			
<input type="checkbox"/> Job Title			
<input type="checkbox"/> Change of Insurance			
<input type="checkbox"/> Layoff			
<input type="checkbox"/> Length of Service Increase			
<input type="checkbox"/> Merit Increase			
<input type="checkbox"/> End of Introductory Period			
<input checked="" type="checkbox"/> Promotion	<u>Maintenance Supervisor</u>	<u>Maintenance Supervisor</u>	<u>- Advanced Increase Wage from 17.01 to 18.45/hr effective 8/12/19</u>
<input type="checkbox"/> Reevaluation of Current Job			
<input type="checkbox"/> Rehire			
<input type="checkbox"/> Resignation			
<input type="checkbox"/> Retirement			
<input type="checkbox"/> Salary/Wage			
<input type="checkbox"/> Separation			
<input type="checkbox"/> Shift Change			
<input type="checkbox"/> Transfer			
<input type="checkbox"/> Union Scale			
<input type="checkbox"/> Other _____			

**Leave of Absence** Begin Leave \_\_\_\_/\_\_\_\_/\_\_\_\_ Return from Leave \_\_\_\_/\_\_\_\_/\_\_\_\_

Educational  Personal  Family/Medical Leave (Including Pregnancy)

Short-Term Disability  Long-Term Disability  Other \_\_\_\_\_

**Separation** Separation Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Last Day Worked \_\_\_\_/\_\_\_\_/\_\_\_\_ Last Day Paid \_\_\_\_/\_\_\_\_/\_\_\_\_

Voluntary Separation  Involuntary Separation Notice of COBRA Rights Provided on \_\_\_\_/\_\_\_\_/\_\_\_\_

Election of COBRA  Yes  No Start Date of Coverage \_\_\_\_/\_\_\_\_/\_\_\_\_

If yes, describe type of coverage elected: \_\_\_\_\_

**Additional Comments** \_\_\_\_\_

Employee Signature (Optional) \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Supervisor/Designated Manager Signature Budget Graham, Administrator Date 8/12/19

Human Resources/Payroll Manager Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

3420

**NEW BUSINESS**

MOTIONED BY COMMISSIONERS RONNIE JONIER AND SECONDED BY BERTHA K. MCELRATH THE APPROVAL FOR SHERIFF DEPARTMENT TO APPLY FOR A GULF STATES REGIONAL LAW ENFORCEMENT TECHNOLOGY ASSISTANCE INITIATIVE COMPETITIVE GRANT SOLICITATION TO USE FOR LAW ENFORCEMENT TECHNOLOGY. UNANIMOUSLY APPROVED

OMB No. 1121-0329  
Approval Expires 11/30/2020

**U.S. Department of Justice**  
Office of Justice Programs  
Bureau of Justice Assistance



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**Gulf States Regional Law Enforcement Technology Assistance Initiative**  
**FY 2019 Competitive Grant Solicitation**

**CFDA: #16.843**

**Grants.gov Solicitation Number:** BJA-2019-16313

**Solicitation Release Date:** August 5, 2019

**Application Deadline:** 11:59 p.m. eastern time on October 4, 2019

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The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is seeking applications for funding under the Gulf States Regional Law Enforcement Technology Assistance Initiative to improve technology and resources to the Gulf State law enforcement agencies to increase information sharing on both a local and regional basis. This program furthers the Department's mission by supporting local, and tribal law enforcement for by implementing technology for the greater safety for law enforcement and the people they serve and the protection of life and safety of law enforcement personnel.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. It provides guidance to applicants on how to prepare and submit applications for funding to OJP. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.

**Eligibility (Who may apply):** Eligible applicants are limited to local government entities, including local law enforcement entities, and tribal law enforcement agencies, or governmental non-law enforcement agencies acting as their fiscal agents, and federally recognized Indian tribal governments that perform law enforcement functions (as determined by the Secretary of the Interior) or tribal consortia consisting of two or more federally recognized Indian tribes (including tribal consortia operated as nonprofit organizations) acting as fiscal agent for one or more tribal law enforcement agencies. In addition, applicants are limited to the Gulf States of Florida, Alabama, Louisiana, Mississippi, and Texas.

Applications must focus on information and intelligence sharing, law enforcement technology, interaction with fusion centers, responding to crimes and suspicious activities in local communities, or the development of technology to reduce violent crime.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

BJA will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed



3420

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY BERTHA MCELRATH THE APPROVAL FOR SHERIFF DEPARTMENT TO APPLY FOR AN EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM IN FOR THE PURPOSE OF REDUCING CRIME AND VIOLENCE UNANIMOUSLY APPROVED

OMB No. 1121-0329  
Approval Expires 11/30/2020

U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance



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## Edward Byrne Memorial Justice Assistance Grant (JAG) Program Fiscal Year 2019 Local Solicitation

CFDA #: 16.738

Solicitation Release Date: July 25, 2019

Application Deadline: 5:00 p.m. eastern time on August 23, 2019

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is seeking applications for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal law enforcement efforts to prevent or reduce crime and violence.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants for the preparation and submission to OJP of applications for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating the "Limitation on Use of Award Funds for Employee Compensation; Waiver" provisions in the "Financial Information" section of the OJP Grant Application Resource Guide.

### Eligibility

Only units of local government may apply under this solicitation. By law, for purposes of the JAG Program, the term "unit of local government" includes a town, township, village, parish, city, county, borough, or other general purpose political subdivision of a state; or, it may be a federally recognized Indian tribal government that performs law enforcement functions (as determined by the Secretary of the Interior). A unit of local government also may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes; for example, in Louisiana, a unit of local government means a district attorney or parish sheriff.

A JAG application is not complete, and a unit of local government may not access award funds, unless the chief executive of the applicant unit of local government (e.g., a mayor)

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY BERTHA MCELRATH FOR THE RETROACTIVE APPROVAL OF ANNUAL HOMELAND SECURITY GRANT PROGRAM IN ORDER TO PROVIDE FOR A FULLY FUNCTIONAL EMERGENCY OPERATIONS CENTER FOR COOSA COUNTY INCLUDING THE FOLLOWING: A SMART TV, A SMART BOARD FOR TRAINING AND MEETINGS, TWO LAPTOPS AND TWO IPADS FOR A TOTAL OF \$17,193.00. NO LOCAL MATCH WILL APPLY. UNANIMOUSLY APPROVED

DISCUSSION OF THE 2019 ABSTRACT OF ASSESSMENT, EXEMPTIONS AND AD VALOREM TAXES PROJECTION

DISCUSSION REGARDING SCANNING OF HISTORICAL RECORDS AND PRESERVATION AND PREVIEW OF LATEST EFFORTS.

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM TO TABLE THE APPROVAL TO ACCEPT ROBINSON IRON'S BID TO RESTORE AND REPAINT THE COOSA COUNTY COURTHOUSE RAILINGS AND STAIRS WITH ALL TO BE REINSTALLED WITHIN 6 WEEKS OF REMOVAL OF RAILINGS. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF BUDGET AMENDMENT FOR PROBATE OFFICE. UNANIMOUSLY APPROVED

---

## COOSA COUNTY JUDGE OF PROBATE

JUDGE: RICHARD M. DEAN

---



August 7, 2019

RE: Probate Offices Budget Adjustments

Coosa County Commission  
Rockford, Alabama 35136

Commissioners:

Line Item 151, Photo Copying (Recds): Decrease \$3,100.00

Line Item 211, Office Supplies: Decrease \$487.00.

Line Item 251, Telephone: Decrease \$200.00.

Line Item 223, Copier: Increase \$1,000.00.

Line Item 273, Bond: Increase \$2,787.00.

*Previously, Coosa County had not complied with the Code of Alabama in regards to bonding requirements in the Judge of Probate's office. Bonds purchased were not in the correct amounts as required by code; one bond required by Alabama Code (Chief Clerk) had never been purchased, or at least not purchased in many years.*

*The County Administrator and I discovered this oversight and took appropriate action to correct the unintentional mistakes and comply with the Code of Alabama requirements. This resulted in much higher premiums for bonds for which the probate offices were not funded. However, to remain within the approved budget for this fiscal year, we have delayed much needed purchases in other programs.*

All adjustments listed above will keep us within the approved budget and result in no increase to the overall budget.

Respectfully submitted,

Richard M. Dean

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY THE APPROVAL OF BUDGET AMENDMENT FOR HIGHWAY DEPARTMENT. UNANIMOUSLY APPROVED

## Coosa County Commission

Engineering Department  
17781 US HWY 231  
ROCKFORD, ALABAMA 35136  
(256) 377-2261

Donald Wayne Eason  
COUNTY ENGINEER

UNZELL KELLEY  
DISTRICT NO. 3  
RONNIE JOINER  
DISTRICT NO. 4  
TODD ADAMS  
CHAIRMAN  
DISTRICT NO. 5

RANDALL DUNHAM  
DISTRICT NO. 1  
BERTHA MCELRATH  
DISTRICT NO. 2

August 8, 2019

Coosa County Commission  
P. O. Box 10  
Rockford, AL 35136

RE: Budget Adjustments

Dear Commission:

Due to negative line items in the 2018-2019 budget, I would like to request the following adjustments:

	<u>Summary</u>	<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Difference</u>
Line 211	Office Supplies	\$2,000	\$2,200	+\$200
Line 202	Road Signs	\$7,000	\$6,800	-\$200
				0
Line 213	Road Material	Negative balance will be corrected with 4¢ transfer		
Line 219	Comp. Sftwr	\$0	\$2,210	+\$2,210
Line 235	Comp Hdwr	\$3,500	\$1,290	-\$2,210
				0
Line 240	Utilities	\$12,000	\$15,000	+\$3,000
Line 499	Misc.	\$10,000	\$7,000	-\$3,000
				0
Line 560	Vehicle or Equip.	\$77,894	\$80,894	+3,000
Line 499	Misc.	\$7,000	\$4,000	-\$3,000
				0

Line 264	Room & Meals	\$4,000	\$5,200	+\$1,200
Line 235	Comp. Hdwr	\$1,290	\$90	<u>-\$1,200</u>
				0
Line 272	Insurance Veh.	\$8,285	\$8,310	+\$25
Line 202	Road Signs	\$6,800	\$6,775	<u>-\$25</u>
				0
Line 232	Repairs & Main. Eq.	\$30,000	\$50,000	+\$20,000
Line 251	Telephone	\$6,000	\$5,000	-\$1,000
Line 273	Bond	\$2,550	\$0	-\$2,550
Line 213	Salaries	\$402,220	\$385,770	<u>-\$16,450</u>
				0

Thanks for your attention in this matter.

Yours truly,



Donald W. Eason  
Coosa County Engineer



MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RONNIE JOINER THE APPROVAL OF BUDGET AMENDMENT FOR SHERIFF OFFICE TO TRANSFER \$1000 FROM SECURITY BUDGET TO SHERIFF'S OFFICE TO APPLY TOWARD VEHICLE REPAIRS. UNANIMOUSLY APPROVED

# Coosa County Sheriff's Office

Michael Howell, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922 • Fax 256-377-1244

Jail Fax 256-377-2690

Email: [office@coosaso.com](mailto:office@coosaso.com) \* Website: [www.coosacountyso.org](http://www.coosacountyso.org)



To: Coosa County Commissioners  
 From: Sheriff Michael Howell  
 Date: August 5, 2019  
 RE: 2018 – 2019 3<sup>rd</sup> Budget Amendments

Sheriff Michael Howell would like to request the following line items to be amended for each department:

### SHERIFF'S BUDGET

Line Item 234	Annual Budget	Department Request	Budget Adjustment
Repairs & Maint Vehicle	\$23,333	\$24,333	\$1,000 +

Increase line item 234 by \$1,000 from Courthouse Security line item 499 to help with vehicle repairs.

**Total Amount Amended = \$1,000 Overall Effect \$0**

### JAIL'S BUDGET

Line Item 104	Annual Budget	Department Request	Budget Adjustment
Uniforms	\$1,025	\$2,425	\$1,400 +
Line Item 116	Annual Budget	Department Request	Budget Adjustment
Overtime	\$2,000	\$2,700	\$700 +
Line Item 206	Annual Budget	Department Request	Budget Adjustment
Drugs & Medical Supplies	\$800	\$400	(\$400)
Line Item 218	Annual Budget	Department Request	Budget Adjustment
Kitchen Supplies	\$700	\$0	(\$700)
Line Item 235	Annual Budget	Department Request	Budget Adjustment
Comp Hdwr & Maint	\$1,000	\$0	(\$1,000)

**JUSTIFICATIONS:** Decrease line item 206 by \$400 and line item 235 by \$1000. This will add \$1400 to line item 104 help purchase new uniforms. The new budget request for line item 104 should increase to \$2425. Decrease line item 218 by \$700 and increase line item 116 to \$2700 to bring back within the monthly percentage. New Line item request for 206 should be \$400, and the new line item request for line item 218 should be zero dollars

**Total Amount Amended = \$2,100 Overall Effect \$0**

### COURTHOUSE SECURITY'S BUDGET

Line Item 499	Annual Budget	Department Request	Budget Adjustment
Miscellaneous	\$2,500	\$1,500	(\$1,000)

**JUSTIFICATIONS:** Decrease line item 499 by \$1,000 and move to Sheriff's line item 234 for vehicle repairs.

Sheriff

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM TO TABLE THE APPROVAL TO SOLICIT BIDS ON THE PAINTING OF ROOF AND EXPOSED EXTERIOR AREAS (OTHER THAN ROCK SURFACES) ON THE COOSA COUNTY EXTENSION OFFICE, ROCKFORD, AL. BIDS TO BE OPENING AT THE SEPTEMBER 10<sup>TH</sup> COMMISSION MEETING AT 10:30 AM. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM TO TABLE THE APPROVAL TO SOLICIT BIDS ON REROOFING OF DRIVER LICENSE OFFICE AKA OLD HEALTH DEPARTMENT, ROCKFORD, AL INCLUDING REMOVAL AND DISPOSAL OF EXISTING SHINGLE ROOF, INSTALLING ICE AND WATER SHIELD UNDERLAYMENT OVER WOOD ROOF DECK WITH EXPOSED FASTENER-R-PANEL TYPE METAL AT LEAST 26 GAUGE WITH ASSOCIATED TRIM AND FLASHINGS, INCLUDING MINOR WOOD FASCIA REPAIRS TO EXPOSED AREAS. (SEE BALANCE OF SCOPE) BIDS TO BE OPENED AT THE SEPTEMBER 10<sup>TH</sup> COMMISSION MEETING AT 10:30 AM. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RONNIE JOINER TO NOMINATE COMMISSIONER UNZELL KELLEY FOR FY2020 TO THE ACCA LEGISLATIVE COMMITTEE  
UNANIMOUSLY APPROVED

## **Nomination Process: ACCA Legislative Committee**

**1** Add nominating a representative to your next Commission meeting agenda

**2** Make a nominee recommendation at the Commission meeting

**3** Take a vote at the Commission meeting  
*(\*Nominee must receive a majority vote)*

**4** Have your Administrator fill out & submit this form by August 16

*\*For counties with no nominee by August 16, the county's nominee will be appointed by the ACCA Officers.*

**ACCA LEGISLATIVE COMMITTEE NOMINEE FORM**

On August 13, 2019 (date), by majority vote of the  
Coosa (county) County Commission,  
Judge / Chairman / Commissioner (circle one)  
Unzell Kelly (name) was appointed to serve on  
the 2019-2020 ACCA Legislative Committee.

Signature Budget H. Gresham  
County Administrator

*Please return this form to Kenya Howard by email ([khoward@alabamacounties.org](mailto:khoward@alabamacounties.org))  
or fax (334-263-7678) before the August 16, 2019, deadline.*

DISCUSSION TO SET BUDGET HEARINGS FOR SEPTEMBER 24<sup>TH</sup> AT 9:30 AM TO APPROVE FINAL BUDGETS AND CONTRACTS. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY UNZELL KELLEY TO TABLE THE APPROVAL OF HIGHWAY DEPARTMENT PLANS FOR ROAD EXPENDITURES FOR FY20. NEXT MEETING TO DISCUSS ROAD EXPENDITURES IS SET FOR AUGUST 26<sup>TH</sup>. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM THE APPROVAL TO SOLICIT BIDS FOR ROAD MATERILAS FOR FY20 WITH BIDS TO BE OPEN ON SEPTEMBER 10<sup>TH</sup> COMMISSION MEETING. UNANIMOUSLY APPROVED

DISCUSSION OF COUNTY CYBER SECURITY


**OLD BUSINESS**

DISCUSSION CHANGE IN VOTINGVENUE AGREEMENT-GOODWATER ARMORY


**MOTION TO ADJOURN**

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY TO ADJOURN. UNANIMOUSLY APPROVED

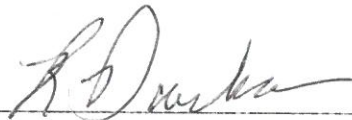
MINUTES APPROVED THIS 10TH DAY OF SEPTEMBER, 2019.

  
\_\_\_\_\_  
CHAIRMAN, TODD ADAMS

  
\_\_\_\_\_  
VICE CHAIRMAN, BERTHA K. MCELRATH

  
\_\_\_\_\_  
UNZELL KELLEY

  
\_\_\_\_\_  
RONNIE JOINER

  
\_\_\_\_\_  
RANDALL DUNHAM

**AGENDA**  
**COOSA COUNTY COMMISSION**  
**Meeting**  
**August 26, 2019**  
**9:30 AM**

**WELCOME**

**CALL TO ORDER**  
**COMMISSION ROLL CALL**  
**INVOCATION, PLEDGE OF ALLEGIANCE**

**OLD BUSINESS**

(1) Approval of Highway Department plans for road expenditures for FY20.

**ADJOURN**

**MINUTES**

**COOSA COUNTY COMMISSION**

**AUGUST 26, 2019**

**9:30 A.M.**

**ELECTED OFFICIAL COMMENT**

**CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE AUGUST 26, 2019 FOR A SPECIAL MEETING IN REGARDS TO PLAN ROAD EXPENDITURES FOR FY20 WITH CHAIRMAN TODD ADAMS, PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN-TODD ADAMS, VICE CHAIR BERTHA K. MCELRATH, UNZELL KELLEY, RONNIE JOINER, AND RANDALL DUNHAM.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

INVOCATION WAS GIVEN BY COMMISSIONER UNZELL KELLEY. THE PLEDGE OF ALLEGIANCE WAS SAID BY ALL IN ATTENDANCE.



# FY 2020 County Transportation Plan

## Coosa County



Date Approved by the Coosa County Commission: August 13, 2019  
 Date Amended by the Coosa County Commission: (If Applicable)

**OLD BUSINESS**  
 MOTION BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER THE APPROVAL OF HIGHWAY DEPARTMENT PLANS FOR ROAD EXPENDITURES FY20. THIS IS THE ORDER IN WHICH THE COUNTY ROADS ARE IN LINE TO BE WORKED ARE: #2, #30, #29, #50, #116.

Map Index	Project No.	Road Name/Number	Begin		End		Road Improvement Project	Bridge Improvement Project	Project Length (miles)	Description of Work	Estimated Beginning Balance	Estimated Annual Revenue	Total Project Estimated Cost	Estimated Amount Planned To Be Utilized Under Competitive Bid	Estimated Amount Planned To Be Utilized Under Public Works	County Rebuild Alabama Funds or Federal Aid Exchange Funds (List fund type separately for projects involving both CRAFs and FAEFs)	CRAF Amount	FAEF Amount
			Lat.	Long.	Lat.	Long.												
1	RA-CCP 01-01-2020	CR-29	33.0659	86.2985	33.1038	86.2839	X		3.06	Resurface and Traffic Stripe from CR-72 to the Tallapoosa County line	\$382,500.00	\$382,500.00		\$156,000.00		FAEF	\$371,723.99	\$400,000.00
2	RA-CCP 01-02-2020	CR-2	32.7579	86.0440	32.7690	86.0207	X		1.86	Resurface and Traffic Stripe from CR-48 to Parker Creek Marina Road	\$225,500.00	\$225,500.00		\$162,500.00		CRAF	\$162,500.00	\$156,000.00
3	RA-CCP 01-03-2020	CR-30	32.8559	86.1225	32.8652	86.0985	X		1.84	Resurface and Traffic Stripe from just beyond CR-63 to SR-62	\$230,000.00	\$230,000.00		\$151,723.99		CRAF	\$151,723.99	
4	RA-CCP 01-04-2020	CR-50	32.9820	86.0597	32.9738	86.0254	X		2.10	Resurface and Traffic Stripe from 115-282 to US-290	\$362,500.00	\$362,500.00		\$244,000.00		FAEF		
5	RA-CCP 01-05-2020	CR-116	33.0657	86.1373	33.0545	86.1409	X		0.96	Resurface from CR-49 to CR-131	\$57,500.00	\$57,500.00		\$57,500.00		CRAF	\$57,500.00	\$244,000.00
<b>Totals/ Page Totals</b>			<b>Total Miles Addressed by CTP (Total Mileage Does Not Include Bridge Projects)</b>				<b>9.84</b>	<b>Total CTP Estimated Costs</b>		<b>\$1,298,000.00</b>	<b>\$453,223.99</b>	<b>\$318,500.00</b>	<b>Total CRAF/FAEF Remaining Estimated</b>	<b>\$0.00</b>	<b>\$0.00</b>			

Note: Any amendments to the CTP shall follow the same guidelines and procedures as the original approval process.

Remarks: Map 1, RA-CCP 01-01-2020 is a Federal Aid Project that will utilize \$226,500.00 of remaining Federal Aid Funds and \$156,000.00 FAEF. Map 2, RA-CCP 01-02-2020 will utilize \$162,500.00 of regular gas tax revenue and \$162,500.00 CRAF. Map 3, RA-CCP 01-03-2020 will utilize \$78,276.01 of regular tax revenue and \$151,723.99 CRAF. Map 4, RA-CCP 01-04-2020 will utilize \$18,500.00 of regular gas tax revenue and \$244,000.00 FAEF.



MOTION BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA MCELRATH TO ADD TO THE AGENDA, COUNTY ROAD 63 APPROVAL OF SUBMISSION FOR AN ATRIP APPLICATION. UNANIMOUSLY APPROVED

MOTION BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER TO APPROVE COUNTY ROAD 63 ATRIP SUBMISSION. UNANIMOUSLY APPROVED

**MOTION TO ADJOURN**

MOTION BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY BERTHA MCELRATH TO ADJOURN. UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 10th DAY OF SEPTEMBER, 2019.

Todd Adams  
CHAIRMAN, TODD ADAMS

Bertha K. McElrath  
VICE CHAIRMAN, BERTHA K. MCELRATH

Unzell Kelley  
UNZELL KELLEY

Ronnie Joiner  
RONNIE JOINER

Randall Dunham  
RANDALL DUNHAM