

**AGENDA**  
**COOSA COUNTY COMMISSION**  
**JULY 12, 2016**  
**9:30 AM**

**WELCOME**

**PUBLIC COMMENT** – (1) Doug Fulmer – Questions regarding 5 year/annual plan to repair/build roads (2) Mayor Lonnie Caldwell – Wingfield work on Armory Road – Goodwater participation with county (3) David Stover – Condition of Road 29n

**ELECTED OFFICIAL COMMENT-  
 CALL TO ORDER**

**COMMISSION ROLL CALL**

**INVOCATION, PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

**READING OF MINUTES-Waived for June 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.

**NEW BUSINESS**

- (1) Approval of Resolution for Section 5311 FY17 funding and commitment of \$17,466 as a local non-federal match for expenditures under the Section 5311 Non-urbanized Area Public Transportation system
- (2) Approval of updated letter to Forever Wild Board regarding land sales to connect the Pinhoti trail
- (3) Approval of renewal of Administrator's contract

**AGENDA**

**Page 2**

**OLD BUSINESS**

- (1) Mockingbird Trail Vacate – Possible continuance to August Commission Meeting based upon request of attorney David Law
- (2) Wingfield Engineering Industrial Access Project and County Sharing of Road Work on Armory Road

**10 AM – BID OPENING AND REVIEW – Phone System for Jail**

**MINUTES****COOSA COUNTY COMMISSION****JULY 12, 2016****9:30:00 AM****WELCOME TO THE REGULAR MEETING @ 9:30AM****PUBLIC COMMENT**

DOUG FULMER- QUESTIONS REGARDING 5 YEAR/ANNUAL PLAN TO REPAIR/BUILD ROADS.

MAYOR LONNIE CALDWELL- WINGFIELD WORK ON ARMORY ROAD- GOODWATER PARTICIPATION WITH COUNTY.

DAVID STOVER- CONDITION OF ROAD 29N. NOT PRESENT.

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

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE JULY 12, 2016 FOR ITS REGULAR MEETING WITH TODD ADAMS, CHAIRMAN, PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, UNZELL KELLEY, PAUL PERRETT, 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 COMMISSIONER PAUL PERRETT AND SECONDED BY UNZELL KELLEY TO APPROVE AGENDA. UNANIMOUSLY APPROVED.

**READING OF MINUTES**

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY READING OF MINUTES –WAIVED FOR JUNE MINUTES. UNANIMOUSLY APPROVED

**AWARDS AND PRESENTATIONS****CONSENT AGENDA**

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECOND BY RANDALL DUNHAM TO APPROVE THE CONSENT AGENDA. MOTION FOR CHAIRMAN, VICE CHAIRMAN AND ADMINISTRATOR TO AUTHORIZE, ISSUE, AND SIGN CHECKS FOR PAYMENT OF MONTHLY EXPENSES AND PAYROLL. UNANIMOUSLY APPROVED

## NEW BUSINESS

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM THE APPROVAL OF RESOLUTION FOR SECTION 5311 FY17 FUNDING AND COMMITMENT OF \$17,466 AS A LOCAL NON-FEDERAL MATCH FOR EXPENDITURES UNDER THE SECTION 5311 NON –URBANIZED AREA PUBLIC TRANSPORTATION SYSTEM CHAIRMAN ADAMS UNANIMOUSLY APPROVED.

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 \$17,466 as local non-federal match for capital, administrative and operations expenditures under the Section 5311 Nonurbanized Area Public Transportation Program during Fiscal Year 2017.

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 12<sup>th</sup> day of July, 2016.

  
Todd Adams, Commission Chairman

  
Bridget Graham, County Administrator



MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECOND BY BERTHA KELLY TO TABLE UNTIL AUGUST 9, 2016. ALSO, TO DRAFT ANOTHER LETTER TO FOREVER WILD BOARD REGARDING LAND SALES TO CONNECT THE PINHOTI TRAIL- CHAIRMAN ADAMS UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY PAUL PERRETT APPROVAL OF RENEWAL OF ADMINISTRATOR'S CONTRACT – CHAIRMAN ADAMS UNANIAMOULSY APPROVED

STATE OF ALABAMA )  
 )  
COOSA COUNTY )

**EMPLOYMENT CONTRACT**

This agreement is made this the 12<sup>th</sup> day of July, 2016, between Coosa County, hereinafter referred to as County and **BRIDGET H. GRAHAM**, hereinafter referred to as Administrator.

**ARTICLE ONE**

**TERM OF EMPLOYMENT:** The County herein employs Administrator and Administrator hereby accepts employment with the County for a period of four (4) years, beginning on the 18<sup>th</sup> day of August, 2016, and continuing until the 17<sup>th</sup> day of August, 2020. However, this Agreement may be terminated earlier as hereinafter provided. Administrator agrees to and shall reside in Coosa County during her term of employment.

**ARTICLE TWO**

**DUTIES OF ADMINISTRATOR:** The Administrator is hereby employed as the County Administrator of Coosa County and is to perform the functions and duties specified by law as well as other legally permissible duties and functions as County shall from time to time assign. The Administrator shall report directly to the Coosa County Commission, and shall have the following duties and responsibilities which shall include, but shall not be limited to, the following:

1. Those duties and functions listed in Exhibit A, Position Description, attached hereto.
2. Report directly to the County Commission and its Chairman.
3. Supervise day-to-day operations of the County Commission clerical staff.
4. Prepare budget with input from the County Commission and final approval by the County Commission.
5. Prepare Agendas for the County Commission meeting after Chairman's approval.
6. Work with Department Heads on preparation of budgets and monitor budgets throughout the fiscal year.
7. Attend all County Commission Work sessions, Pre-Commission and Commission meetings
8. Attend Conference/Seminars related to County Administrators as approved by the County Commission.
9. Remain current with respect to all State/Local Laws that affect the County Commission. Work with the County Attorney in advising the County Commission of laws that affect the County.
10. In conducting the duties and obligations of the Administrator of Coosa County, the Administrator understands that all of her official duties are subject to review and subject to approval of the Coosa County Commission.
11. Any other lawful duties assigned by the County Commission.

**ARTICLE THREE**



**COMPENSATION:** The annual compensation shall be \$60,000.00, payable in equal installments, and payable in the same manner that the other County employees are paid, which will be consistent with Coosa County bookkeeping system, and prorated for any partial employment period. The Commission agrees to re-evaluate the contract within sixty (60) days of its anniversary date.

#### ARTICLE FOUR

**BENEFITS AND BONUSES:** The County agrees to include the Administrator in any and all hospital, surgical, dental, and/or any other medical benefit plans, and any other insurance benefit plan granted and given to any other County employees. The County agrees to pay the premiums for said hospital and medical benefits, as well as other employment benefits offered to the Administrator, in the same amount, and under the same terms and conditions as those premiums are paid for other employees of the County. The County further agrees that for work performed by the Administrator in excess of forty (40) hours per week, she shall be granted flex time leave at one and one-half (1 ½) hours for each hour worked commensurate with duties performed related to the position. All other benefits, other than those specifically set forth herein, shall be the same as currently provided to general County employees pursuant to the current Policy covering said benefits.

**VACATION PAY:** On the effective date of this contract, the Administrator shall receive one (1) week annual vacation leave and shall accumulate additional vacation time as provided to other employees in accordance with the current Policy.

**SICK LEAVE:** On the effective date of this contract, the Administrator shall be entitled to the sick leave benefits which are due to all Coosa County employees in accordance with the current Policy.

#### ARTICLE FIVE

##### **TERMINATION:**

**BY THE COUNTY ADMINISTRATOR:** This agreement may be terminated by the Administrator by giving sixty (60) days written notice of said termination to the County. Such termination shall not prejudice any other remedy to which the terminating party may be entitled either at law, in equity, or under this Agreement.

**BY COUNTY:** The County may immediately terminate this agreement upon the occurrence of any one of the following occurrences without having to compensate the Administrator for any salary, benefits or deferred compensation to which she would have been entitled under the remaining term of this contract:

- (a) Administrator's conviction of a crime of moral turpitude;
- (b) Administrator's violation of the Coosa County drug-free work-place policy;
- (c) Administrator's becoming incapacitated to physically or mentally perform the duties as required by the Commission;
- (d) Administrator's gross insubordination as determined by a majority vote of the Commission;
- (e) Administrator's violation of any Federal or State laws which govern employment practices, as determined by a Court of competent jurisdiction.

**EFFECT OF TERMINATION ON COMPENSATION:** In the event of the termination of this Agreement prior to the completion of the terms of employment as specified herein, the Administrator shall be entitled to the compensation earned by her prior to the date of termination as provided for in this Agreement (including earned sick leave, vacation and holiday leave, and other accrued benefits), computed pro rata, up to and including that date. The Administrator shall be entitled to no further compensation as of the date of termination except as set forth in this contract as of the date of termination.

### ARTICLE SIX

**GENERAL PROVISIONS:** Any notices to be given hereunder by either party to the other may be effected either by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested. Mail notices shall be addressed to the parties at their current mailing address. Notices delivered personally shall be deemed communicated as of actual receipt; mailed notices shall be deemed communicated as of three (3) days after mailing.

**LAW GOVERNING AGREEMENT:** This Agreement shall be governed by and construed in accordance with the Laws of the State of Alabama.

**PAYMENT OF MONIES DUE DECEASED ADMINISTRATOR:** If the Administrator dies prior to the expiration of the term of employment, any monies that may be due her from the County under this Agreement as of the date of her death shall be paid to her Personal Representative.

**LEGAL CONSTRUCTION:** In the event that one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

**SIGNED, SEALED AND DELIVERED** on the date the same bears date, with the intent to be legally bound.

*Bridget H. Graham*

**BRIDGET H. GRAHAM**

County Administrator

**COOSA COUNTY COMMISSION**

BY: *Todd J. Adams*  
**TODD J. ADAMS, Chairman**



MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY BERTHA KELLY TO TABLE THE SELECTION OF THE TELEPHONE BIDS UNTIL AUGUST 9, 2016. BIDS THAT WERE RECEIVED NCIC TELEPHONE SERVICE – 55%, INFINITE NETWORK – 64%, CROWN CORRECTIONAL – BID WAS RETURNED, COMBINED PUBLIC COMMUNICATION – 55%, AMTEL INCORP. – 40%, CONSOLIDATE TEL.COM NO BID PROPOSAL 38%; LEGACY COMMUNICATION 70%. UNANIMOUSLY APPROVED.

#### OLD BUSINESS

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY TO TABLE TO THE MOCKINGBIRD TRAIL VACATE- REMOVE POSSIBLE CONTINUANCE TO AUGUST 9, 2016, BASED UPON REQUEST OF ATTORNEY DAVID LAW- COUNTY ATTORNEY JOHNSON UNANIMOUSLY APPROVED.

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM WINGFIELD ENGINEERING INDUSTRIAL ACCESS PROJECT AND COUNTY SHARING OF ROAD WORK ON ARMORY ROAD- APPROVAL TO PROCEED AND INVOICE – COUNTY ENGINEER EASON.

### Armory Road Estimate

Excavator -- 16 hrs @ \$35.00 = \$560.00

Excavator operator – 16 hrs @ \$24.62 = \$393.92

Big Lowboy – 3 hrs @ \$52.50 = \$157.50

Lowboy operator – 3 hrs @ \$15.55 = \$46.65

Dump truck – 16 hrs @ 39.63 = \$634.08

Dump truck driver – 16 hrs @ \$15.39 = \$246.24

Pickup – 4 hrs @ \$11.00 = \$44.00

Flagger – 16 hrs @ \$16.90 = \$270.40

Flagger – 16 hrs @ \$15.20 = \$243.20

TOTAL \$2,595.99



MOTIONED BY COMMISSIONER PAUL PERRETT SECONDED BY BEARTH KELLY TO ADJOURN UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 9<sup>th</sup> DAY OF August, 2016.

Todd Adams  
CHAIRMAN, TODD ADAMS

Bertha Kelly  
VICE CHAIRMAN, BERTHA KELLY

Unzell Kelley  
UNZELL KELLEY

Randall Dunham  
RANDALL DUNHAM

Paul Perrett  
PAUL PERRETT

## AGENDA

### COOSA COUNTY COMMISSION

**August 9, 2016**

**9:30 AM**

**WELCOME TO REGULAR MEETING @ 9:30 AM**

**PUBLIC COMMENTS: (1) David Stover, Sr. – Logging on County Rd. 27 N.**

**ELECTED OFFICIAL COMMENT-**

**CALL TO ORDER**

**COMMISSION ROLL CALL**

**INVOCATION, PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

**READING OF MINUTES – Waived for July Minutes**

**AWARDS AND PRESENTATIONS**

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

- (A) Motion for Chairman, Vice Chairman and Administrator to authorize, issue, and sign checks for payment of monthly expenses and payroll.
- (B) Motion to allow County Attorney John K. Johnson to sign payroll checks on Wednesday, August 17<sup>th</sup> during the absence of County Administrator and Commissioners.

#### NEW BUSINESS

- (1) Appointments and or Reappointment to E911 Board – Commissioner Kelly
- (2) Appointments and or Reappointment to E911 Board – Commissioner Dunham
- (3) Appointments and or Reappointment to E911 Board – Commissioner Perrett
- (4) Approval of acceptance of resignation effective August 19 from the Rockford Senior Center Manager, M. Hunter-Chairman Adams
- (5) Approval of the hiring of Brenda Oden (Alternate to West Coosa Senior Center Manager position) to begin at a starting hourly wage of \$8.90/hour effective August 22 subject to a six month probationary period. Ms. Oden is currently a temp worker training under current Senior Center Manager M. Hunter-Chairman Adams
- (6) Awarding of the Inmate Phone System Bid – Captain Mike Mull
- (7) Approval of FY17 Funding for the Coosa Extension Office with an increase of \$400 FY2016 was \$13,400, FY2017 request is for \$13,800.-Chairman Adams
- (8) Proposed Change to Coosa County Funeral Leave Policy-Discussion/Approval/Denial-Admin. Graham
- (9) Submission of Letter of Recommendation for Linda Goswick as a nominee for Seniors of Achievement award.
- (10) Approval of County observing State Holiday schedule for FY17 – Chairman Adams

**AGENDA****Page 2****OLD BUSINESS**

- (1) Mockingbird Trail Vacate – Chairman Adams
- (2) Wingfield Road Work on Armory Road – Progress Discussion – County Engineer Eason

**STAFF REPORTS**

**Administrator:** FY17 Budgets – meetings with Administrator, Current Financial Condition, Examiners of Public Accounts legal compliance review of FY12 and FY13 exit conference scheduled Monday, August 22<sup>nd</sup>, progress on filling “kitchen helper” position at Rockford Sr. Center, FY17 contracts for renewal will be presented at next commission meeting, phone system discussion, sales tax collection issues with the State of Alabama Website, lunch.

**Engineer**

**Attorney**

**EMA**

**Courthouse Maintenance-**

**Nutrition-**

**Safety Coordinator-**

**DISCUSSION ITEMS BY COMMISSIONERS**



**MINUTES**

**COOSA COUNTY COMMISSION**

**AUGUST 09, 2016**

**9:30: AM**

**WELCOME TO THE REGULAR MEETING @ 9:30AM**

**PUBLIC COMMENT**

DAVID STOVER, SR – LOGGING ON COUNTY ROAD 27 N.

**ELECTED OFFICIAL COMMENT**

**CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE AUGUST 09, 2016 FOR ITS REGULAR MEETING WITH TODD ADAMS, CHAIRMAN, PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, UNZELL KELLEY, PAUL PERRETT, 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.

**APPROVE AGENDA**

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECONDED BY UNZELL KELLEY TO APPROVE AGENDA. UNANIMOUSLY APPROVED.

**READING OF MINUTES**

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY BERTHA KELLY READING OF MINUTES –WAIVED FOR JULY MINUTES. UNANIMOUSLY APPROVED

**AWARDS AND PRESENTATIONS**

**CONSENT AGENDA**

MOTIONED BY COMMISSIONER PAUL PERRETT AND SECOND BY RANDALL DUNHAM TO APPROVE THE CONSENT AGENDA. MOTION FOR CHAIRMAN, VICE CHAIRMAN AND ADMINISTRATOR TO AUTHORIZE, ISSUE, AND SIGN CHECKS FOR PAYMENT OF MONTHLY EXPENSES AND PAYROLL. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER PAUL PERRETT AND SECOND BY RANDALL DUNHAM TO ALLOW COUNTY ATTORNEY JOHN K. JOHNSON TO SIGN PAYROLL CHECKS ON WEDNESDAY, AUGUST 17<sup>TH</sup> DURING THE ABSENCE OF COUNTY ADMINISTRATOR AND COMMISSIONERS.

## NEW BUSINESS

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY BERTHA KELLY THE REAPPOINTMENT OF IDA JAMES FOR THE E911 BOARD MEMBER IN DISTRICT 2. UNANIMOUSLY APPROVED.

MOTIONED BY COMMISSIONER RANDALL DUNHAM AND SECOND BY UNZELL KELLEY THE REAPPOINTMENT OF ELMORE UNBEHANT FOR THE E911 BOARD MEMBER IN DISTRICT 1. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY UNZELL KELLEY THE APPOINTMENT OF SHELTON HUTCHINSON FOR THE E911 BOARD MEMBER IN DISTRICT 4. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY BERTHA KELLY TO APPROVAL OF ACCEPTANCE OF RESIGNATION EFFECTIVE AUGUST 19<sup>TH</sup> FROM THE ROCKFORD SENIOR CENTER MANAGER, MICHELLE HUNTER. UNANIMOUSLY APPROVED.

**Michelle M Hunter**  
9416 US Hwy 231  
Rockford, AL 35136  
334-400-7326

August 5, 2016

Dear Bridget Graham and Coosa County Commissioners:

I am writing to announce my resignation from Rockford Senior Center, effective August 19, 2016.

This was not an easy decision to make. The past three and a half years have been very rewarding. I've enjoyed working for you and managing a very successful senior center dedicated to serving our local senior citizens and community.

Thank you for the opportunities for growth that you have provided me.

I wish Coosa County, Rockford Senior Center and each of you all the best. If I can be of any help during the transition, please don't hesitate to ask.

Sincerely,



Michelle Hunter

MOTIONED BY COMMISSIONER PAUL PERETT AND SECONDED BY UNZELL KELLEY TO GO INTO EXECUTIVE SESSION FOR THE APPROVAL OF THE HIRING OF BRENDA ODEN (ALTERNATE TO WEST COOSA SENIOR CENTER MANAGER POSITION). STARTING HOURLY WAGE OF \$8.90/HOUR EFFECTIVE AUGUST 22 SUBJECT TO A SIX MONTH PROBATIONARY PERIOD. BRENDA ODEN IS CURRENTLY A TEMP WORKER TRAINING UNDER CURRENT SENIOR CENTER MANAGER MICHELL HUNTER.  
UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY PAUL PERRETT TO ADD TO THE AGENDA TO ADVERTISE THE SENIOR MANAGER JOB FOR TWO MORE WEEKS.  
UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY PAUL PERRETT TO RUN THE ADD FOR THE SENIOR MANAGER JOB IN THE PAPER FOR TWO MORE WEEKS. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY PAUL PERRETT TO TABLE THE HIRING OF BRENDA ODEN FOR THE POSITION OF THE SENIOR MANAGER JOB UNTIL THE SEPTEMBER MEETING.

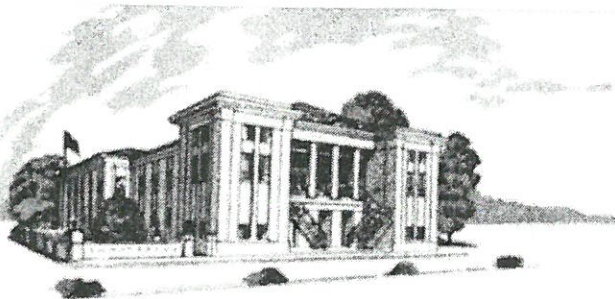
MOTIONED BY COMMISSIONER PAUL PERRETT AND SECONDED BY BERTHA KELLY THE AWARDED OF THE INMATE PHONE SYSTEM BID TO NCIC – MIKE MULL. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONER UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO ACCEPT COOSA COUNTY FUNERAL LEAVE POLICY BY BRIDGET GRAHAM. TABLE UNTIL THE SEPTEMBER MEETING.  
UNANIMOUSLY APPROVED



MOTIONED BY COMMISSIONER TODD ADAMS AND SECONDED BY PAUL PERRETT THE SUBMISSION OF LETTER OF RECOMMENDATION FOR LINDA GOSWICK AS A NOMINEE FOR SENIORS OF ACHIEVEMENT AWARD. ALSO, TO MAKE ANY NECESSARY CHANGES OR TO ADD TO THE LETTER.

UNANIMOUSLY APPROVED



## Coosa County Commission

Post Office Box 10  
ROCKFORD, ALABAMA 35136-0010

SHERRIE Y. KELLEY  
ADMINISTRATOR CCA  
PHONE (256) 377-1350  
FAX (256) 377-2524

DISTRICT 1  
RANDALL DUNHAM

DISTRICT 2  
BERTHA KELLY

DISTRICT 4  
PAUL PERRETT

DISTRICT 3  
UNZELL KELLEY

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

August 8, 2016

MACOA  
Attn: SOA Coordinator  
115 East Jefferson Street  
Montgomery AL 36104

Re: Recommendation letter for Linda Goswick-Nomination as Seniors of Achievement 2016 Award.

Dear Sir/Ma'am,

The Coosa County Commission would like to extend this letter of recommendation and nominate Linda Goswick for the Senior of Achievement Award for 2016. Mrs. Goswick has recently retired as Manager of the West Coosa Senior Center where she created an active, pleasant and positive atmosphere for the elderly in the Weogufka/Stewartville area of Coosa County.

Mrs. Goswick's undying compassion for the elderly, vision for the future, and a spirit of excellence laid the groundwork that makes the West Coosa Senior Center a place where the local elderly can experience camaraderie, creativity and a sense of belonging. Building upon this foundation, a Senior Center was created that gives much more than it receives. Events scheduled at the Center have ranged from quilting raffles, barbeque plates and even performances by the "CRAP" (Creators of Really Awful Plays) Players. Linda's "can do" attitude is filled with enthusiasm and her abundance of energy has rubbed off on her seniors and has ignited a desire for them to go farther and reach higher. Their dedication to being ahead of the curve has paid off financially. The Center has been able to purchase vehicles, remodel the Stewartville School and fulfil a myriad of other wish lists the seniors envisioned.

The West Coosa Senior Center evolved into much more than just a Nutrition Center. It is the social hub for the elderly in the Northwest section of Coosa County. A walking track encircles the facility, computers are available, and healthy nutritious meals are served and delivered to seniors. The environment is safe, comfortable and family oriented. Mrs. Goswick led by example concerning the importance of family interaction at the Center. Her own children and now grandchildren have played a vital role in the growth of the West Coosa Senior Center. She ensured the seniors were actively decorating for holidays, planning and/or going on trips, and preparing a place that the seniors would be proud to invite their families to come and visit.

Just prior to her retirement in May 2016, the Coosa County Commission honored Linda Goswick with a resolution listing many of her achievements. Though she is "retired" from the job, she is just as active and energetic in her new capacity of a West Coosa Senior Volunteer. Because of her unrelenting desire to bring joy, health, and happiness in to the lives of the elderly, please consider Linda Goswick's attached nomination for the MACOA Senior of Achievement 2016 Award.

Sincerely,

The Coosa County Commission

  
Todd Adams, Chairman

  
Bertha Kelly, Vice-Chairwoman

  
Unzell Kelley, Commissioner

  
Paul Perrett, Commissioner

  
Randall Dunham, Commissioner

2016

Official State Holidays (October 1, 2016 thru December 31, 2016)

Columbus Day	
Fraternal Day	
American Indian Heritage Day	October 10
Veterans' Day	November 11
Thanksgiving Day	November 24
Christmas Day	December 26

State of Alabama

2017

Official State Holidays

<u>Holiday</u>	<u>Date in 2017</u>
New Year's Day *	January 1
Robert E. Lee Martin Luther King, Jr.'s Birthday	January 16
George Washington Thomas Jefferson's Birthday	February 20
Mardi Gras **	February 28
Confederate Memorial Day	April 24
National Memorial Day	May 29
Jefferson Davis' Birthday	June 5
Fourth day of July	July 4
Labor Day	September 4
Columbus Day Fraternal Day American Indian Heritage Day	October 9
Veterans' Day ***	November 11
Thanksgiving ****	November 23
Christmas Day	December 25

- \* As New Year's Day falls on Sunday, offices will be closed on Monday, January 2, 2017.
- \*\* Mardi Gras is observed only in Baldwin and Mobile Counties. All other State employees are granted one personal leave day each year if in employment status on January 1.
- \*\*\* As Veterans' Day falls on Saturday, offices will be closed on Friday, November 10, 2017.
- \*\*\*\* Upon designation by the Governor.

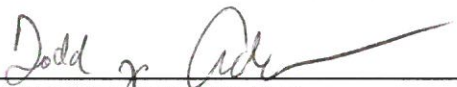


OLD BUSINESS

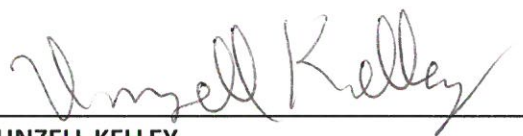
MOTIONED BY COMMISSIONER TADD ADAMS AND SECONDED BY UNZELL KELLEY NOT TO VACATE THE MOCKINGBIRD TRAIL UNANIMOUSLY APPROVED.

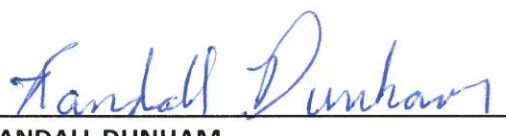
MOTIONED BY COMMISSIONER RANDALL DUNHAM SECONDED BY UNZELL KELLEY TO ADJOURN UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 13<sup>th</sup> DAY OF September, 2016.

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

  
\_\_\_\_\_  
VICE CHAIRMAN, BERTHA KELLY

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

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

  
\_\_\_\_\_  
PAUL PERRET

**AGENDA**  
**COOSA COUNTY COMMISSION**  
**September 13, 2016**  
**9:30 AM**

**WELCOME TO REGULAR MEETING @ 9:30 AM**

**PUBLIC COMMENTS:** (1) Jocelyn Marbury. – Condition of Parking Lot at the Career Tech Center in Hanover. (2) James Parrish – Service Contract with AllCom Wireless/Sheriff's Dept. (3) Sharon Fuller – United Way Participation.

**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, issue, and sign checks for payment of monthly expenses and payroll.
- (B) Motion to approve changes in employees: job description, salary, work hours, status.

**NEW BUSINESS**

- (1) Approval for the bids to be let for Highway Department for FY 2016-2017 year. Items to be bid out are: Fuel, pipe, asphalt, limestone gravel, etc. Bids to be open on September 27, 2015 @10:45 am. – Chairman Adams
- (2) Approval of First Bank as the official depository for county funds for the FY2016-2017- Chairman Adams
- (3) Approval of allowance of FY2016 – 2017 travel for elected officials and employees for the purpose of education to include: conferences, seminars, meetings and the associated reimbursable allowable expenses as defined by the Coosa County Officials and Employees' Conference and Travel Policy. – Chairman Adams
- (4) Approval to set interviews for Rockford Senior Center Manager position for Thursday, Sept. 22<sup>nd</sup> at 3 pm – Administrator Graham
- (5) Approval to set Budget Hearings for Thursday, Sept. 22 beginning at 4 pm.- Chairman Adams
- (6) Approval for installation of additional security cameras in the Courthouse with up to \$2000 of funding from EMA grant as the primary source and Jeff Wood, Circuit Clerk as the secondary source. EMA grant to be requested on October 11<sup>th</sup>. – Sheriff Wilson/Terri Hale

**AGENDA****Page 2**

- (7) Approval of Commission authorizing the movement of vending machines to area designated by the Security Committee in order to make room for installation of a Courthouse Security Command. Funds to be expended not to exceed \$250 dollars for this purpose.- Chairman Adams
- (8) Approval of acceptance of donation from Madix of a Security County at no cost to the county.- Jeff Wood, Circuit Clerk
- (9) Approval of tinting the Breezeway glass at the rear end of the courthouse to reduce glare and improve security not to exceed \$300. Tint to match outer window tint of Courthouse. – Chairman Adams
- (10) Approve submission of FY16-17 contracts to county attorney for review. – Chairman Adams
- (11) Approve acceptance of East Central Alabama Highway Safety Office – Traffic Enforcement Agreement retroactive to Tuesday, September 6, 2016.
- (12) Approve submission of grant application in support of the Alabama Cooperative Extension System's Center for Disease Control to install a community fall garden at the courthouse retroactive to 8/29 - Administrator Graham.
- (13) Approve resolution to level, resurface and traffic stripe 3.2 miles of Coosa County Rd 56 -Engineer Eason

**OLD BUSINESS**

- (1) Proposed Coosa County Funeral Leave Policy (tabled from Aug.2016 meeting) – Administrator Graham

**STAFF REPORTS**

**Administrator:** FY17 Budgets – status of budget meetings, contract gathering and attorney review, revenue review thru 8-31-2016, planned performance reviews,

**Engineer:** To address how our present logging regulations are handled and how we can enforce efforts to protect our roads.

**Attorney**

**EMA**

**Courthouse Maintenance**

**Nutrition**

**Safety Coordinator**

**DISCUSSION ITEMS BY COMMISSIONERS**

**RECESS TO SEPTEMBER 22 AT 3 PM FOR INTERVIEW OF ROCKFORD SENIOR CENTER AND BEGIN DEPARTMENTAL BUDGET HEARINGS AT 4 PM.**

**SEPTEMBER 22<sup>ND</sup> MEETING TO BE RECESSED TO SEPTEMBER 27<sup>TH</sup> MEETING AT 930 AM FOR FINAL BUDGET APPROVALS AND RECEIPT OF HWY DEPT MATERIAL BIDS OPENING AT 1045 AM**

**MOTION TO ADJOURN**





# Coosa County Sheriff's Office

Terry Wilson, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922/1803 • Fax 256-377-1244

Jail: 256-377-2211 • 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: Coosa County Sheriff's Office

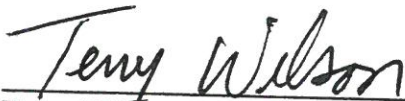
Date: August 29, 2016

Re: Slade Thomas Williams – New Hire – Correction Officer/Dispatcher

**MESSAGE:** New Hire

Slade Thomas Williams is employed by the Coosa County Sheriff's Office as a Correctional Officer/Dispatcher. His date of hire is today, August 29, 2016. Williams' rate of pay will be \$11.08 per hour. On completion of his six (6) month probationary period, he *will* receive an increase in pay.

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

  
\_\_\_\_\_  
Terry Wilson, Sheriff



# Coosa County Sheriff's Office

Terry Wilson, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922/1803 • Fax 256-377-1244

Jail: 256-377-2211 • 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: Coosa County Sheriff's Office

Date: August 15, 2016

Re: Trenton Devontea Davenport – New Hire – Correction Officer/Dispatcher

**MESSAGE:** New Hire

Trenton D. Davenport is employed by the Coosa County Sheriff's Office as a Correctional Officer/Dispatcher. His date of hire is Monday, August 15, 2016. Davenport's rate of pay will be \$11.08 per hour. On completion of his six (6) month probationary period, he *will* receive an increase in pay.

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

A handwritten signature in cursive script that reads "Terry Wilson". The signature is written in black ink and is positioned above a horizontal line.

Terry Wilson, Sheriff

# 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 KELLY  
DISTRICT NO. 2

UNZELL KELLEY  
DISTRICT NO. 3  
PAUL PERRETT  
DISTRICT NO. 4  
TODD ADAMS  
CHAIRMAN  
DISTRICT NO. 5

September 1, 2016

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

RECEIVED  
COOSA COMMISSION  
SEP 13 2016  
PO BOX 10

RE: Pay Scale Change (Road Department)

Dear Bridget:

The following employee completed his six months employment as of September 1, 2016 and is eligible for a 3% salary increase.

Full Time Employee	New Hourly Rate
Maury Jackson	\$8.96

Thanks for your attention in this matter.

Yours truly,



Donald W. Eason  
Coosa County Engineer





# Coosa County Sheriff's Office

Terry Wilson, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

Office: 256-377-4922/1803 • Fax 256-377-1244

Jail: 256-377-2211 • 256-377-2690

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




# MEMO

To: Coosa County Commission  
From: Coosa County Sheriff's Office  
Date: September 8, 2016  
RE: William Wesley Podoll – New Hire - Correction Officer/Dispatcher

**MESSAGE:** New Hire

William Wesley Podoll is employed by the Coosa County Sheriff's Office as a Correctional Officer/Dispatcher. His date of hire will be September 12, 2016. Podoll's rate of pay will be \$11.08 per hour. On completion of his six (6) month probationary period, he *will* receive an increase in pay.

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

  
Terry Wilson, Sheriff

PO BOX 10  
SEP 21 2016  
RECEIVED  
COOSA COMMISSION



# Coosa County Sheriff's Office

Terry Wilson, Sheriff

296 School Street • P. O. Box 279  
Rockford, Alabama 35136

Office: 256-377-4922/1803 • Fax 256-377-1244

Jail: 256-377-2211 • 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: Coosa County Sheriff's Office  
Date: August 23, 2016  
RE: Lisa Michelle Cannon – End of Probation

### Message:

Lisa M. Cannon has completed her six (6) months' probation as of August 16, 2016. Her rate of pay should increase to \$11.41 per hour. This increase should affect pay period August 20, 2016 through September 2, 2016. She is now eligible for vacation and sick pay.

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

A handwritten signature in cursive script that reads "Terry Wilson".

Terry Wilson, Sheriff

RECEIVED  
COOSA COMMISSION

AUG 24 2016

PO BOX 10

**MINUTES**

**COOSA COUNTY COMMISSION**

**SEPTEMBER 13, 2016**

**9:30 A.M.**

**PUBLIC COMMENT**

JOCELYN MARBURY- CONDITION OF PARKING LOT AT THE CAREER TECH CENTER IN HANOVER. JAMES PARRISH – SERVICE CONTRACT WITH ALLCOM WIRELESS/SHERIFF’S DEPT. SHARON FULLER & DEBRA LAMBERTH- UNITED WAY PARTICIPATION.

**ELECTED OFFICIAL COMMENT**

**CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE SEPTEMBER 13, 2016 FOR ITS REGULAR MEETING WITH TODD ADAMS, CHAIRMAN, PRESIDING.

**COMMISSION ROLL CALL**

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, PAUL PERRETT, AND RANDALL DUNHAM. COMMISSIONER UNZELL KELLEY WAS NOT PRESENT.

**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 TODD ADAMS TO APPROVE THE AGENDA. UNANIMOUSLY APPROVED

**READING OF MINUTES**

MOTIONED BY COMMISSIONERS PAUL PERRETT AND SECONDED BY RANDALL DUNHAM OF DISPENSE READING OF MINUTES. UNANIMOUSLY APPROVED

**AWARDS AND PRESENTATIONS**

**CONSENT AGENDA**

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

MOTION TO APPROVE CHANGES IN EMPLOYEES: JOB DESCRIPTION, SALARY, WORK HOURS, STATUS.

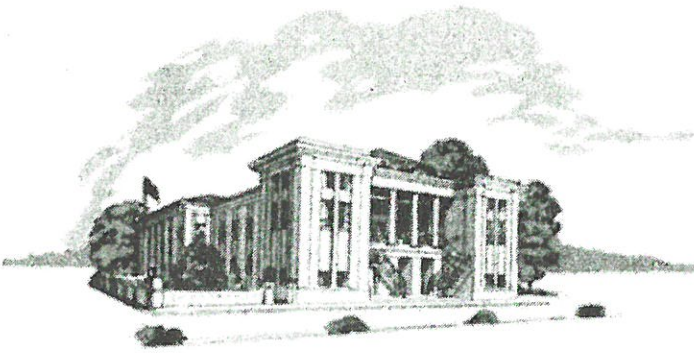
**NEW BUSINESS**

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY PAUL PERRETT APPROVAL FOR THE BIDS FOR THE HIGHWAY DEPARTMENT FOR FY 2016-2017 YEAR. ITEMS TO BE BID OUT ARE: FUEL, PIPE, ASPHALT, LIMESTONE GRAVEL, ETC. BIDS TO BE OPEN ON SEPTEMBER 27, 2016 @ 10:45 A.M. UNANIMOUSLY APPROVED.



MOTIONED BY COMMISSIONERS PAUL PERRETT AND SECONDED BY RANDALL DUNHAM APPROVAL OF FIRST BANK AS THE OFFICIAL DEPOSITORY FOR COUNTY FUNDS FOR THE FY2016-2017.  
UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY PAUL PERRETT APPROVAL OF ALLOWANCE OF FY2016-2017 TRAVEL FOR ELECTED OFFICIALS AND EMPLOYEES FOR THE PURPOSE OF EDUCATION TO INCLUDE: CONFERENCES, SEMINARS, MEETING AND THE ASSOCIATED REIMBURSABLE ALLOWABLE EXPENSES AS DEFINED BY THE COOSA COUNTY OFFICIALS AND EMPLOYEES' CONFERENCE AND TRAVEL POLICY. 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

DISTRICT 3  
UNZELL KELLEY

DISTRICT 4  
PAUL PERRETT

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

## Conference and Travel Policy- Coosa County Officials and Employees

Adopted: April 13, 1999, Amended September 23, 2008:

Spend the County's money like you would your own! (It is your tax money) Be reasonable with expenses

Elected Officials and County employees who wish to attend workshops, schools, or conferences will be pre-registered by the Commission Office. Registration forms must be in the Commission Office a minimum of two (2) weeks in advance of the registration deadline.

Upon submission of reimbursement claim attach, original program, agenda, letter of invitation, email invitation, name tag, Proof you attended.

Each employee or official is responsible for their own hotel reservations and payment of bill. Reimbursement will be at group rate for the event. Include documentation (registration, program, invitation) stating group rate.

Hotel bills should include Hotel name and address and have a zero balance verifying the method of payment. These should be original signed receipts not copies. Expenses often charged on hotel bills which may not be paid by the County are In-Room movies, personal calls, beach rentals. Etc. Reasonableness and or cost of accommodations must be considered. If an official or employee rents a condominium for the convenience of their family, reimbursement may only be made for the conference room rate.

Each employee or official is responsible for their own food cost.

Consider reasonableness as to cost of meals.

All meals must be supported by an itemized receipt which should include the name and address of the restaurant, the date, method of payment and the number of guests served. Identify the reimbursable guests if more than 1. If meals are charged to a hotel bill, itemized receipts are still required for reimbursement. For room service only the food cost is reimbursable itemized receipts are still required. You may have to specifically ask for the itemized ticket, servers are usually glad to oblige. No charges for alcohol. Reasonable tipping is permissible. These should be original receipts and not copies or faxes. If receipts are lost a fax or email copy from the



place of business to the Commission office will be accepted. If your registration cost includes meals during the event you will not be reimbursed for food cost if you choose to eat somewhere else.

Each employee or official is responsible for keeping a record of their mileage. Mileage is allowed for meals if meals are not included in the school, workshop, or conference this will be noted on your agenda. (lunch/dinner on your own) Mileage for shopping is not allowed. Toll bridge and toll road fares are reimbursable you must have original receipts listing what, where, when and why. Consider reasonableness in your travel.

No expenses for persons other than county employees or officials should be charged to the County. The County will not pay for spouse programs or side trips.

No reimbursement will be made for alcoholic beverages.  
Keep your itemized tickets and receipts from meals.  
No reimbursement for personal phone calls.

MOTIONED BY COMMISSIONERS PAUL PERRETT AND SECONDED BY RANDALL DUNHAM APPROVAL TO SET INTERVIEWS FOR ROCKFORD SENIOR CENTER MANAGER POSITION FOR THURSDAY, SEPTEMBER 22<sup>ND</sup> AT 4 P.M. ADMINISTRATOR. UNANIMOUSLY APPROVED.

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY PAUL PERRETT APPROVAL TO SET BUDGET HEARINGS FOR THURSDAY, SEPTEMBER 22<sup>ND</sup> BEGINNING AT 4:00 P.M. UNANIMOUSLY APPROVED.

MOTIONED BY COMMISSIONERS PAUL PERRETT AND SECONDED BY RANDALL DUNHAM APPROVAL FOR INSTALLATION OF ADDITIONAL SECURITY CAMERAS IN THE COURTHOUSE WITH UP TO \$2000 OF FUNDING FROM EMERGENCY MANAGEMENT ASSOCIATION GRANT AS THE PRIMARY SOURCE AND JEFF WOOD, CIRCUIT CLERK AS THE SECONDARY SOURCE. EMA GRANT TO BE REQUESTED ON OCTOBER 11<sup>TH</sup>. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY PAUL PERRETT APPROVAL OF COMMISSION AUTHORIZING THE MOVEMENT OF VENDING MACHINES TO AREA DESIGNATED BY THE SECURITY COMMITTEE IN ORDER TO MAKE ROOM FOR INSTALLATION OF A COURTHOUSE SECURITY COMMAND, FUNDS TO BE EXPECTED NOT TO EXCEED \$250 DOLLARS FOR THIS PURPOSE. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY PAUL PERRETT APPROVAL OF ACCEPTANCE OF DONATION FROM MADIX OF A SECURITY COUNTERTOP & BASE AT NO COST TO THE COUNTY. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS PAUL PERRETT AND SECONDED BY RANDALL DUNHAM APPROVAL OF TINTING THE BREEZEWAY GLASS AT THE REAR END OF THE COURTHOUSE TO REDUCE GLARE AND IMPROVE SECURITY. TINT TO MATCH OUTER WINDOW TINT OF COURTHOUSE. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY PAUL PERRETT APPROVE SUBMISSION FOR FY2016-2017 CONTRACT TO COUNTY ATTORNEY FOR REVIEW.  
UNANIMOUSLY APPROVED



MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM APPROVE ACCEPTANCE OF EAST CENTRAL ALABAMA HIGHWAY SAFETY OFFICE-TRAFFIC ENFORCEMENT AGREEMENT RETROACTIVE TO TUESDAY, SEPTEMBER 6, 2016. UNANIMOUSLY APPROVED

## **EAST CENTRAL ALABAMA HIGHWAY SAFETY OFFICE**

700 FOX TRAIL • OPELIKA, AL 36801 • PHONE # 334-705-5455

### **Traffic Enforcement Agreement**

**Fiscal Period: October 01, 2016 – September 30, 2017**

*(NOT the same as a grant's authorized spending period during this Agreement Period)*

This agreement is entered into by East Central Alabama Highway Safety Office, located at the City of Opelika, hereinafter referred to as "ECAHSO", and the governing entity of the law enforcement department of the following:

Coosa County Sheriff Office, hereinafter referred to as "AGENCY", for official participation in the East Central Alabama Highway Traffic Safety Office Program grant and/grants, and are at allowable rates of pay, plus allowable FICA fringe, for traffic safety enforcement. The term of this agreement will be from **October 01, 2016 through September 30, 2017; however, the agreement period may not be the same as the grant's authorized spending period during the fiscal year.**

Upon approval of grant(s), funding and authorized spending periods will be made available to the AGENCY through the CORE reporting system by ECAHSO. **This Agreement for ECAHSO Grant Participation is not a notice of grant funding approval, but is required for the AGENCY's receipt of grant funding.**

NO AGENCY will be approved to receive traffic enforcement funding without having entered into this agreement with the East Central Alabama Highway Safety Office. NO AGENCY will be approved to receive enforcement funding without having an approved overtime policy adopted by its GOVERNING ENTITY. If an agency does not have an approved overtime policy, its GOVERNING ENTITY may agree to adopt the one attached to this agreement, which meets the minimum requirements set forth to participate in this program. If an AGENCY is awarded grant traffic enforcement funds, the authorized spending dates and amounts will be recorded on the CORE reporting system and will include information such as the grant's/grants' name and number, as well as the CFDA number that applies to each specific grant.

After the initial notification of funding allocation is made to the AGENCY, any adjustments in the funding level, time period, and/or scope of this agreement and/or the grant(s); will only be accomplished through the CORE reporting system website by the ECAHSO.

ECAHSO has the authority to rescind the AGENCY's grant funding at any time, even without voluntary release of such funds by the AGENCY, due to non-compliance, non-expenditure, lack of submitted reimbursement claims, or for any other reason deemed necessary by ECAHSO.

**Each agency will be responsible for keeping on file ALL paperwork pertaining to each grant that a reimbursement claim is filed.** ADECA reserves the right to audit any agency at any time to assure that all documents that have been submitted are correct. Documents that should be kept on file by the agency are as follows; (1.) contract with ECAHSO, (2.) CORE Project Reimbursement Form, (3.) CORE Roll-Up form, (4.) CORE signed contact report(s) for each person claiming reimbursement hours on the grant, (5.) copy or electronic image of every citation and warning citation claimed on the grant, (6.) time sheets or time cards identifying regular hours worked and overtime hours worked on traffic grant, (7.) City or County overtime policy. The above mentioned paperwork should be kept on file by each agency for no less than 3 years from the date of the grant enforcement period. Each agency will be notified if a file audit is requested. Any agency that unable to produce ALL forms required to verify the claims that have been submitted to the ECAHSO, will be required to refund ALL funds that were reimbursed on the grant in question.

**Reimbursement claims (CORE forms) are encouraged to be submitted to ECAHSO once per month.**


The Chief Law Enforcement Official will serve as the AGENCY Representative unless he or she delegates the responsibility. The Chief Law Enforcement Official may appoint a department representative to be the AGENCY Representative if he or she chooses. The AGENCY Representative will also serve as the primary contact person for communications and correspondence between the AGENCY and ECAHSO. If the AGENCY Representative is designated as someone other than the Chief Law Enforcement Official, this person must be identified within this Agreement (or by notification of change if after this Agreement has been signed).

The AGENCY is solely and exclusively responsible for all expenditure documentation submitted to ECAHSO and shall ensure the accuracy of all such documentation and reports submitted, including but not limited to, hours reported, computation of salary/fringe benefits and reimbursement, and pay rates. The AGENCY shall hold harmless and indemnify ECAHSO from and against any loss, claim for reimbursement, or any claim what so ever in any way, relating to any error or omission in the reimbursements claimed, documentation and reports submitted, and/or grant funds distributed in reliance thereon.

The AGENCY, in performance of its operations and obligations, shall not be deemed to be an agent of ECAHSO, but shall be an independent contractor in every respect. The AGENCY is solely responsible for the acts and omissions of its employees and agents. ECAHSO assumes no responsibility for the manner in which or means by which the AGENCY performs its activities pursuant to this agreement

Subject to the terms of the grant, ECAHSO agrees to reimburse the AGENCY, subject to availability of grant funds, for the actual traffic enforcement worked under a ECAHSO grant project, provided the activity is documented in accordance program requirements, as set forth by ECAHSO, with final approval by ADECA, and in accordance with funding guidelines. All commitments for reimbursement shall be limited to the availability of grant funds.

**Signatures required:**

  
Signature of AGENCY's **Authorizing Official**  
(Mayor/Comm. Chair) authorized to enter Agreement

Todd Adams, Coosa County  
Commission Chairman  
Printed Name of Authorizing Official and Title  
(Mayor/Comm. Chair)

Signature of AGENCY's **Chief Law Enforcement Official**  
(Chief of Police or Sheriff)

Printed Name of Chief LE Official and Title  
(Chief/Sheriff)

Signature of AGENCY **Representative for ECAHSO**  
(If applicable, as designated by Chief LE Official)

Printed Name of Representative for ECAHSO and Title

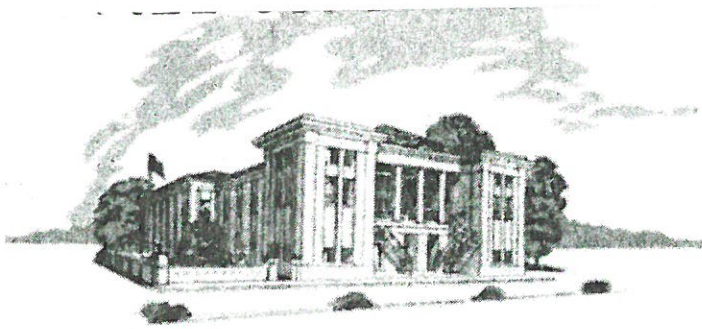
Signature of Region Director  
East Central Alabama Highway Safety Office

Terry J. Henderson  
Printed Name of Region Director



2758

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM TO APPROVE SUBMISSION OF GRANT APPLICATION SUPPORT OF THE ALABAMA COOPERATIVE EXTENSION SYSTEM'S CENTER FOR COMMUNITY GARDEN AT THE COURTHOUSE RETROACTIVE TO 8/29. 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

DISTRICT 4  
PAUL PERRETT

DISTRICT 3  
UNZELL KELLEY

DISTRICT 5  
TODD J. ADAMS  
CHAIRMAN

August 29, 2016

Ms. Ruth W. Brock  
ALProHealth Program Manager  
Alabama Cooperative Extension System  
201 Duncan Hall  
Auburn University, AL 36849

Dear Ms. Brock:

In support of the Alabama Cooperative Extension System's Center for Disease Control grant, entitled Alabama Preventing and Reducing Obesity: Helping to Engage Alabamians for Long-term Health (ALProHealth), the Coosa County Commission hereby grants permission for the Alabama Cooperative Extension System – Coosa County ALProHealth Coalition to provide initial funding for a community fall garden to be installed at the Coosa County Courthouse Courtyard.

It is the understanding of the Coosa County Commission that funds provided will be used to purchase materials for the project. The Coosa County ALProHealth Coalition will not be held responsible for the maintenance or sustainability of the project. Once the initial stage of the project is completed, the Coosa County Commission will maintain the community garden, as well as, seek other funding sources to support project continuation.

The community fall garden would serve as a source for fresh fall vegetables for the community and courthouse employees. Due to the lack of grocery stores and restaurants within the county, individuals will have the opportunity for better access to foods within the county.

Our goal is to not only provide food but also provide healthy food for those in need. Therefore, the Coosa County Commission enters this partnership with the Coosa County ALProHealth Coalition and Coosa County Extension Office with cooperation and support.

Sincerely,  
*Bridget Graham*  
Bridget Graham  
Coosa County Administrator



MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM APPROVE RESOLUTION TO LEVEL, RESURFACE AND TRAFFIC STRIPE 3.2 MILES OF COOSA COUNTY ROAD 56. UNANIMOUSLY APPROVED

RESOLUTION

COUNTY OF COOSA  
STATE OF ALABAMA

Project No. CCP 19-136-16

WHEREAS, the Commission of Coosa County, Alabama, is desirous of constructing or improving, by force account, by contract or both, a section of road included in the Coosa County Road System and described as follows:

Level, Resurface and Traffic Stripe 3.2 miles of Coosa County Road No. 56 from Coosa County Road No. 55 to Coosa County Road No. 29

Let to contract

WHEREAS, the County agrees to all of the provisions of the County-wide agreement executed between the State and the County covering preliminary engineering by State forces and equipment on the project, and

WHEREAS, the County agrees to all of the provisions of any agreement which has been executed or will be executed covering the construction of the project.

NOW THEREFORE BE IT RESOLVED, by the Coosa County Commission, that the above mentioned project be approved to let to contract.

Signed and Approved by Commissioners of Coosa County, this day of September 13, 2016.

Coosa County Commission

Governing Body

Todd J. Adams  
Chairman

Bertha Kelly  
Member

Wynell Kelley  
Member

Paul Pruitt  
Member

Randall Dunham  
Member

Member

Member

**OLD BUSINESS**

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM TO TABLE APPROVAL OF PROPOSED COOSA COUNTY FUNERAL LEAVE POLICY. UNANIMOUSLY APPROVED

## Coosa County – Proposed Funeral Leave Policy

Funeral Leave to be given as follows:

Parent, spouse, child, stepchild,  
legal guardian, or stepparent

Up to 5 consecutive work days

Mother-in-law, father in-law,  
daughter-in-law, son-in-law,  
siblings, half-siblings, step-siblings,  
or grandchild

Up to 3 consecutive work days

Grandparent, brother-in-law,  
sister-in-law, first generation aunt  
or uncle, niece or nephew

1 day-If funeral occurs on  
weekend, associate may take  
the work before or after

County Co-worker or Manager/Supervisor

Time necessary to attend  
funeral up to 4 hours  
maximum with approval of  
supervisor.

All others not included in above-Time necessary to attend funeral, up to 4 hours. Maximum of (2) two funeral leaves in a calendar year allowed.

Supporting documentation (Obituary, etc) may be required.

MINUTES WILL CONTINUE THUR SEPT 22<sup>ND</sup> MEETING & SEPTEMBER 27<sup>TH</sup> MEETING.

RECESS

UNTIL SEPTEMBER 22, 2016 @ 4:00.

MINUTES APPROVED THIS 11 DAY OF October, 2016.

Todd Adams  
CHAIRMAN, TODD ADAMS

Bertha Kelly  
VICE CHAIRMAN, BERTHA KELLY

Unzell Kelley  
UNZELL KELLEY

Randall Dunham  
RANDALL DUNHAM

Paul Perrett  
PAUL PERRETT



## AGENDA

### COOSA COUNTY COMMISSION

September 22, 2016

3:00 pm

**WELCOME TO RECONVENED MEETING @ 3 PM**

**CALL TO ORDER  
COMMISSION ROLL CALL**

#### **NEW BUSINESS**

- (1) Interview for Senior Center Manager Candidates
  - a. Rebecca Biernesser
  - b. Violet McVey
  - c. Brenda Oden
  - d. Megan Goday
- (2) Budget Hearings
  - a. Highway Dept
  - b. Revenue Commission
  - c. Probate Judge
  - d. Rockford Sr. Center, West Coosa Senior Center and EMA
  - e. Sheriff
  - f. Commission

**SEPTEMBER 22<sup>ND</sup> MEETING TO BE RECESSED TO SEPTEMBER 27<sup>TH</sup> MEETING  
AT 930 AM FOR FINAL BUDGET APPROVALS AND RECEIPT OF HWY DEPT  
MATERIAL BIDS OPENING AT 1045 AM**

## MINUTES

## COOSA COUNTY COMMISSION

SEPTEMBER 22, 2016

4:00 P.M.

## CALL TO ORDER

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE SEPTEMBER 22, 2016 FOR THE CONTINUANCE OF THE REGULAR MEETING ON SEPTEMBER 22, 2016 WITH TODD ADAMS, CHAIRMAN, PRESIDING.

## COMMISSION ROLL CALL

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, UNZELL KELLEY, PAUL PERRETT, AND RANDALL DUNHAM.

THE COMMISSION INTERVIEWED CANDIDATES FOR THE ROCKFORD SENIOR CENTER MANAGEMENT POSITION. APPLICANTS INTERVIEWED WERE REBECCA BIERNESSE, VIOLET MCKAY, AND BRENDA ODEN. APPLICANT MEGAN GODOY WAS NOT PRESENT FOR THE INTERVIEW.

## NEW BUSINESS

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA KELLY APPROVAL TO HIRE BRENDA ODEN AS ROCKFORD SENIOR CENTER MANAGER EFFECTIVE IMMEDIATELY. UNANIMOUSLY APPROVED.

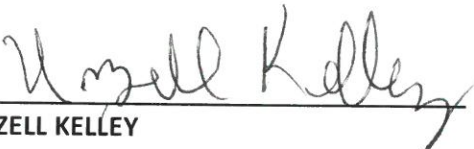
## OTHER – BUDGET HEARINGS RESUMED.

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO RECESS UNTIL SEPTEMBER 27, 2016 AT 9:30 A.M. FOR FINAL BUDGET APPROVAL. UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 11<sup>th</sup> DAY OF October, 2016.

  
CHAIRMAN, TODD ADAMS

  
VICE CHAIRMAN, BERTHA KELLY

  
UNZELL KELLEY

  
RANDALL DUNHAM

  
PAUL PERRETT

## AGENDA

### COOSA COUNTY COMMISSION

September 27, 2016

9:30 am

**WELCOME TO RECONVENED MEETING @ 9:30 am**

**CALL TO ORDER  
COMMISSION ROLL CALL**

#### **NEW BUSINESS**

- (1) Review of Requests for FY16/17 Funds Administrator
- (2) Review of Contracts- John Kelley Johnson
- (3) Approval of Department Budget Requests- Administrator
  - a. Commission including Maintenance
  - b. EMA
  - c. Highway Department
  - d. Probate Judge
  - e. Rockford Senior Center
  - f. Sheriff, Jail and Security
  - g. West Coosa Senior Center
  - h. Revenue Commission and Reappraisal
- (4) Discuss Areas- Administrator
  - a. Increase in Registrar Salaries
  - b. Funds that will be level funded
  - c. Review of Frequently Used Funds
- (5) Other Discussion Areas- Chairman Adams
- (6) Approval of Budget for FY16-17

10:45 Opening of Highway Dept. Bids-Tad Eason

Adjourn



MINUTES

COOSA COUNTY COMMISSION

SEPTEMBER 27, 2016

9:30 A.M.

CALL TO ORDER

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE SEPTEMBER 27, 2016 FOR THE CONTINUANCE OF THE REGULAR MEETING ON SEPTEMBER 13, 2016 AND SEPTEMBER 22, 2016 WITH TODD ADAMS, CHAIRMAN, PRESIDING.

COMMISSION ROLL CALL

COMMISSIONER ROLL CALL CONSISTED OF CHAIRMAN TODD ADAMS, VICE CHAIRMAN BERTHA KELLY, UNZELL KELLEY, PAUL PERRETT, AND RANDALL DUNHAM.

NEW BUSINESS

MOTIONED BY COMMISSIONERS PAUL PERRETT AND SECONDED BY UNZELL KELLEY TO APPROVE ADDITIONAL FUNDING OF \$400 FOR THE COOPERATIVE EXTENSION SERVICE FOR FY17. UNANIMOUSLY APPROVED.

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO APPROVE FY17. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY UNZELL KELLEY TO APPROVE FY17 COUNTY BUDGET WITH TOTAL REVENUES PROJECTED OF \$6,557,381 AND TOTAL EXPENDITURES PROJECTED OF \$6,534,559. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM TO ALLOW CHAIRMAN TO CLOSE COURTHOUSE IF THE CITY OF ROCKFORD CONTINUES WITH THEIR PLAN TO SHUT OFF WATER DURING COURTHOUSE BUSINESS HOURS FOR REPAIR OF A WATER MAIN. UNANIMOUSLY APPROVED

HIGHWAY DEPARTMENT BIDS WERE OPENED AND AMOUNTS BID READ OUT BY ENGINEER. AWARD OF WINNING BIDS WILL BE DETERMINED AFTER FURTHER REVIEW BY ENGINEER AND ADMINISTRATOR.

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY PAUL PERRETT TO ADJOURN.

MINUTES APPROVED THIS 11<sup>th</sup> DAY OF October, 2016.

Todd J. Adams  
CHAIRMAN, TODD ADAMS

Bertha Kelly  
VICE CHAIRMAN, BERTHA KELLY

Unzell Kelley  
UNZELL KELLEY

Randall Dunham  
RANDALL DUNHAM

Paul Perrett  
PAUL PERRETT

## OPERATIONS BUDGET 2016-2017

Fund Summary	Receipts	Disbursements
0.51		
001 GENERAL	2,987,231.00	2,979,976.60
111 7 CENT GAS TAX	1,571,200.00	1,570,987.00
112 ROAD AND BRIDGE	441,900.00	441,536.00
113 PUBLIC HIGHWAY & TRAFFIC	52,800.00	52,500.00
115 1999 ST GAS TAX WT/7CT IMPFND	600.00	
116 CAPITAL IMPROVEMENT FUND	220,850.00	208,026.00
117 RRR 4 CENT FUND	856,200.00	855,000.00
120 REAPPRAISIAL FUND	204,439.00	204,439.00
136 MOTOR CEH SPEC TRAIN FUND		
138 MTR VEH REG & TITLE TECH FUND		
140 MFG HOME ISSUANCE FEE		
142 JUDGE PROBATE DISCRET FUND		
144 REV/COM DISCRET FUND		
147 NUTRTION FUND	92,550.00	92,550.00
148 PUBLIC TRANSPORTATION	33,410.00	33,343.00
201 SERIES 2000 WT CONS DHR/BD ED		158,105.00
309 2012 B DELTA COMM BLDG	53,172.00	53,172.00
312 2010 A RECOVERY ZONE DEBT SERV	43,029.00	43,029.00
401 REVOCERY ZONE CONST REPAIRS		
700 OPERATIONS ACCOUNT		
702 PAYROLL FUND		
704 INSURANCE FUND		
722 BEER TAX FUND		
733 REVENUE COMMISSIONER RETIREMEN		

## OPERATIONS BUDGET 2016-2017

Fund Summary	Receipts	Disbursements
755 FIDUCIARY FUND		
781		
783		
799 TOBACCO TAX VOL DEPT/HEALTH		
800 GENERAL FIXED ASSETS ACC GROUP		
900 LONG TERM DEBT GROUP		
999		
TOTAL	6,557,381.00	6,692,663.60
		(158,105.00)
		6,534,558.60

I certify the above budget was approved on September 27, 2016.

Bridget Graham, County Administrator

Bridget Graham, County Administrator