

AGENDA
COOSA COUNTY COMMISSION
October 8, 2019
9:30 AM

WELCOME

PUBLIC COMMENTS: John Nelson, Coosa County BOE Transportation - Bus Safety
 Frank Arnold, Airwaste Project Mgr – Waste Disposal Services

ELECTED OFFICIAL COMMENT:**CALL TO ORDER****COMMISSION ROLL CALL****INVOCATION, PLEDGE OF ALLEGIANCE****APPROVE AGENDA****READING OF MINUTES****AWARDS AND PRESENTATIONS****OPENING OF BIDS AT 10:30 AM****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 bid out a Jail Inmate Communication system with bids to be open on November 12, 2019 at 10:30 am. -Sheriff Howell
- (2) Approval of Memo of Understanding with the City of Kellyton regarding maintenance of the roadways within the town limits of Kellyton subject to the amount disbursed by the state for this purpose. -- Engineer Eason
- (3) Discussion of changes to the current travel policy of the County Commission.-Chairman Adams
- (4) Approval of travel policy with adjustments noted for FY20 – Chairman Adams
- (5) Approval to participate in the 2020 Severe Weather Preparedness Tax Holiday on February 21-23, 2020 (see Resolution)-Chairman Adams

OLD BUSINESS

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

STAFF REPORTS

Administrator –

Engineer

Attorney-

EMA

Courthouse Maintenance-

Nutrition-

Safety Coordinator-

DISCUSSION ITEMS BY COMMISSIONERS

ADJOURN

MINUTES**COOSA COUNTY COMMISSION****OCTOBER 8, 2019****9:30 A.M.****ELECTED OFFICIAL COMMENT****CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE OCTOBER 8, 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, AND RANDALL DUNHAM, RONNIE JOINER WAS NOT PRESENT.

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 COMMISSIONERS RANDALL DUNHAM AND SECONDED BY TODD ADAMS TO APPROVE THE AGENDA. UNANIMOUSLY APPROVED

READING OF MINUTES

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY TODD ADAMS TO DISPENSE READING OF MINUTES. UNANIMOUSLY APPROVED

CONSENT AGENDA

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY TODD ADAMS 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 JUDGE OF PROBATE

JUDGE: RICHARD M. DEAN



September 9, 2019

RE: Hire of Jennifer Marie Tindall for Coosa County Licensing Office Position

To: Coosa County Commission Administrator
Rockford, Alabama 35136

9/16/19
10:00 ph.
3/16/20
10:25
9/16/22
11:00

1. This letter is to notify you we have selected Mrs. Jennifer Marie Tindall to fill the Judge of Probate's Licensing Office Clerk's position effective Monday, September 16, 2019. As noted in the attached recommendation letter from Mrs. Caldwell, Mrs. Tindall has excellent office management experience, but there are many aspects of the Licensing Office Clerk's position she must learn.
2. Mrs. Tindall's hourly rate of salary effective September 16, 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. Tindall (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 \$0.25; eighteen (18) months after initial hire and with the appropriate recommendations and approval, Mrs. Tindall's hourly salary may be increased again by \$0.75 to bring her salary to \$11.00 per hour. The amounts of these incremental increases over the 18-month period are to be as stated and contingent upon satisfactorily meeting all requirements listed in paragraph 2.
4. Attached is Mrs. Tindall's resume, county job application, a copy of the Licensing Clerk's job description signed by Mrs. Tindall indicating she has read and understands the job requirements, and other documents used in the hiring process. Please take appropriate action to hire Mrs. Tindall and place this letter and accompanying documents in her personnel file.

Respectfully,

Richard M. Dean

October 1, 2019

On September 24, 2019, the Coosa County Commission voted to grant a .50 (fifty-cent) raise to all active, non-probationary, employees effective October 1, 2019.

by { nemoxie pe Commission }
(and John Kelly Johnson)

Budget H. Mehon, Administrator
Oct 1, 2019

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 * Website: www.coosacountyso.org




MEMO

To: Coosa County Commission
From: Michael Howell, Sheriff
Date: September 23, 2019
RE: Dalton Blake Lucas

MESSAGE:

Dalton B. Lucas has been hired by the Coosa County Sheriff's Office as a Deputy. His date of employment will begin on September 24, 2019. Lucas' 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

09/23/2019
Date



Coosa County Sheriff's Office

Michael Howell, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

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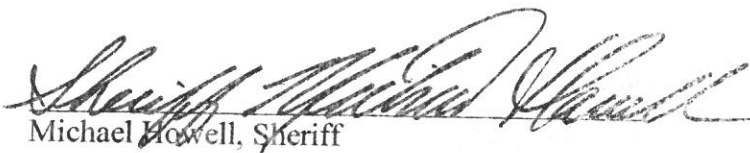
MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: September 25, 2019
RE: Travis Ray Ward – Transfer of Duty

MESSAGE:

Travis Ray Ward is employed by the Coosa County Sheriff's Office as a Correction Officer/Dispatcher. As of October 1, 2019, Ward will transfer from his present position to his new position as Deputy Sheriff. Ward's starting rate of pay will be \$14.30 per hour. Once he completes the thirteen (13) week basic academy training, and his six (6) month probationary period, his rate of pay will be \$14.80.

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


Michael Howell, Sheriff

Coosa County Sheriff's Office



Michael Howell, Sheriff

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MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: September 27, 2019
RE: George Herbert Buttram, Jr. – Promoted to Sergeant

MESSAGE:

Courthouse Security Officer, George H. Buttram, Jr. is currently performing the role as a supervisor. I have decided to promote Buttram to Sergeant effective, October 1, 2019. His rate of pay should increase from \$10.83 to \$11.50 per hour. In conjunction with the \$.50 pay raise granted by the Coosa County Commission, his total rate of pay will be \$12.00 per hour.

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

A handwritten signature in black ink that reads "Sheriff Michael Howell".
Michael Howell, Sheriff

Coosa County Sheriff's Office

Michael Howell, Sheriff

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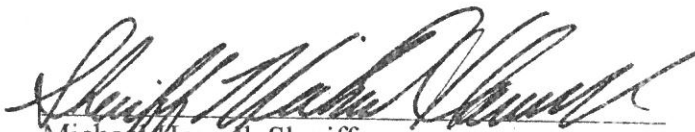
MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: September 27, 2019
RE: Douglas Scott Murphree – Promoted to Corporal

MESSAGE:

I have decided to promote Correctional Officer/Dispatcher Douglas S. Murphree to Corporal effective, April 19, 2019. He has assumed all authority and responsibility of this position. His salary will increase from \$12.32 to \$12.42 per hour effective this date.

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


Michael Howell, Sheriff

Coosa County Sheriff's Office

Michael Howell, Sheriff

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Email: office@coosaso.com * Website: www.coosacountyso.org



MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: October 3, 2019
Re: Troy Elon Middlebrooks -- Resignation

Message:

Troy E. Middlebrooks resigned his position as Deputy Sheriff on September 24, 2019. His resignation letter and returned property memo have been sent to your office. I have attached the termination report for your files.


Sheriff


Date

Enclosure: (1) Termination Report

Coosa County Sheriff's Office

Michael Howell, Sheriff

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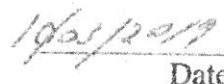
MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: October 3, 2019
Re: Jesse Clair Yarbrough – Resignation

Message:

Jesse Clair Yarbrough has resigned his position as Transport Officer effective today, October 3, 2019. He has returned all of his uniforms and equipment as required, and he can receive his last check.


Sheriff


Date

3470 MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA K. MCELRATH THE APPROVAL FOR SHERIFF DEPARTMENT TO BID OUT A JAIL INMATE COMMUNICATION SYSTEM WITH BIDS TO BE OPEN ON NOVEMBER 12, 2019 AT 10:30 A.M. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS RANDALL DUNHAM AND SECONDED BY BERTHA K. MCELRATH THE APPROVAL OF A MEMO OF UNDERSTANDING WITH THE CITY OF KELLYTON REGARDING MAINTENANCE OF THE ROADWAYS WITHIN THE TOWN LIMITS OF KELLYTON SUBJECT TO THE AMOUNT DISBURSED BY THE STATE FOR THIS PURPOSE. UNANIMOUSLY APPROVED

MEMORANDUM OF UNDERSTANDING

BETWEEN

TOWN OF KELLYTON, ALABAMA

AND

COOSA COUNTY, ALABAMA

This MEMORANDUM OF UNDERSTANDING (agreement) is hereby made and entered into by and between the TOWN OF KELLYTON, ALABAMA, hereinafter referred to as "Municipality" and COOSA COUNTY, ALABAMA, hereinafter referred to as "COUNTY."

A. PURPOSE

The purpose of this agreement is to promote and formalize cooperative relationships between the undersigned parties necessary for the utilization of funds distributed to the Municipality by Section 7 of Act 2019-2 of the Alabama Legislature.

B. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT

1. The Coosa County Commission and the City/Town Council of Kellyton have adopted resolutions (which are attached and incorporated herewith) authorizing the signatories to this agreement to bind both the COUNTY and the Municipality to the terms herein.
2. All Municipality funds to which the Municipality is entitled, accruing for benefit of, or being paid to the Municipality pursuant to Section 7 of Act 2019-2, shall be allocated to the COUNTY, on a monthly basis, and shall be remitted and then deposited by the COUNTY into the County Rebuild Alabama Fund established by the COUNTY, and shall be used by the COUNTY for such purposes as provided for in Section 7 of the Act.
3. Once the funds have been deposited into the County Rebuild Alabama Fund, the COUNTY shall have the full and complete discretion and responsibility to ensure that the funds are used and expended in a manner consistent with the Act.
4. The parties further agree that the COUNTY will include the utilization and expenditure of funds transferred under this agreement in its annual reporting as required in Act 2019-2 and copies of such reporting will be provided to the Municipality so that it may comply with the notification and posting requirements of the act.

5. This agreement may be revised as necessary, by mutual consent of the parties, by issuance of a written amendment signed and dated by all parties; or may be terminated by either party upon delivery of thirty days written notice to the other party.
6. The termination of this agreement shall immediately relieve the COUNTY of its responsibilities to comply with the requirements for the reporting of the utilization and expenditure of the funds otherwise received by the Municipality.
7. If any provision of this agreement is determined to be inconsistent with existing law, regulations, or directives governing the signatories, then only that provision of the agreement affected by a finding of inconsistency shall be voided.
8. Each party shall perform its responsibilities and activities described herein as an independent contractor and not as an officer, agent, or employee of any other party hereto. Each party shall be solely responsible for the acts and omissions of its officers, agents, employees, volunteers, contractors, and subcontractors, if any.
9. The receipt and utilization of Rebuild Alabama Funds by the COUNTY as provided in this agreement shall not be interpreted to require the COUNTY to assume responsibility or liability for any street, road, bridge or structure under the control and responsibility of the Municipality on or after the date of this agreement.
10. This agreement is executed at the date of the last signature and shall continue until amended or terminated as provided herein.

IN WITNESS THEREOF, the parties herein set below their signatures:

_____, Mayor, City/Town of _____

Signature: _____ Date: _____

ATTEST: _____

_____, Chairman, _____ County Commission

Signature: _____ Date: _____

ATTEST: _____



PO Box 75 Kellyton, Al. 35089

COOSA COUNTY

State of Alabama

Resolution No. 01-2019

A Resolution of Kellyton Alabama setting up banking account for the Fuel Excise Tax and agreement with the Coosa County Commission to continue to maintain the roadways within the town limits.

WHEREAS, the Town of Kellyton is a active municipality located in Coosa County, in the State of Alabama, and consist of one Mayor and four council members.

WHEREAS Kellyton Town Council met in a special called meeting on Tuesday August 27, 2019 at 6:00 PM to discuss and draft a plan for use of the excise tax on gasoline and diesel fuel that was recently passed in the Rebuild Alabama Act HB 2.

WHEREAS It was explained that the funds received from the excise fuel tax will be paid to each municipality and will no longer be sent to the County.

WHEREAS Such funds will have to be kept in a separate banking account and cannot be mingled with any other funds.

WHEREAS Due to funds being kept separate it was agreed to allow Karen Keel clerk for the Town of Kellyton to establish an account at River Bank in Alexander City, Alabama for the direct deposits to be sent to. This information will be provided to the Secretary of State's Office to reflect the proper account for the funds to be deposited into.

WHEREAS Due to this recent change in the passing of HB 2, Coosa County will no longer receive the gas tax that was being collected and sent to them in order to maintain the roadways within the town limits of Kellyton. All Fuel excise tax will be deposited in the Town of Kellytons Fuel Tax Account.

WHEREAS Town of Kellyton still desires for the Coosa County Commission and or Highway Department to maintain the roadways within the town limits of Kellyton. Funding for these repairs will be paid out of the fuel tax account and will be subject to the amount disbursed from the state for this purpose and no extra.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF KELLYTON THAT:

The Town of Kellyton will set up a separate banking account for the fuel excise tax to be directly deposited. This governing body also desires for the Coosa County Commission/Highway Department to continue to maintain the roadways in said town. Funds from this account will be disbursed to County Commission following any repairs to roadways. Commission or Highway Department must provide an invoice or receipt for the work performed before payment will be made. It is understood that any charges will not be in excess of the amount received from the State for these projects.

ADOPTED by a vote of 4 in favor and 0 against, and 0 abstaining, this 27th day of August, 2019.

1 Absent

Greenwich - was unable to attend meeting.

Mayor: [Signature]

Council Members:
[Signature]
[Signature]
[Signature]

CERTIFICATION

I, Karen Keel, Town Clerk of the Town of Kellyton, Alabama, hereby certify the above to be a true and correct copy of a resolution adopted by the Town Council of the Town of Kellyton, Alabama, at a special called meeting held August 27, 2019, as same appears in the minutes of record of said meeting.

[Signature] 08-27-19
Town Clerk



PO Box 75 Kellyton, Al. 35089

256-786-1703

Town of Kellyton, Alabama**Transportation Improvement Plan
08/31/2019****Based on State Fuel Tax Projections
Alabama Legislature 2019 HB 2**

Expenditure Year	Project #	Project	Expected State Funds
2020	01-2020	County Road 50	\$9,217.13

Pursuant to Resolution No. 01-2019 of the Town of Kellyton

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY UNZELL KELLEY TO TABLE THE DISCUSSION OF CHANGES TO THE CURRENT TRAVEL POLICY OF THE COUNTY COMMISSION. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY BERTHA MCELRATH TO TABLE THE APPROVAL OF TRAVEL POLICY WITH ADJUSTMENTS NOTED FOR FY20 UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RANDALL DUNHAM THE APPROVAL TO PARTICIPATE IN THE 2020 SEVERE WEATHER PREPAREDNESS TAX HOLIDAY ON FEBRUARY 21-23, 2020. UNANIMOUSLY APPROVED

Reese, Laura

2:35 PM (3 minutes ago) Reply

to
me

October 2, 2019

IMPORTANT

RESPONSE REQUIRED

IMPORTANT

2020 Severe Weather Preparedness Tax Holiday February 21-23, 2020

Deadline to notify ADOR: January 22, 2020

The 2020 Severe Weather Preparedness Tax Holiday begins at 12:01 a.m. on Friday, February 21, 2020, and ends at twelve midnight on Sunday, February 23, 2020. As required by the Sales Tax Holiday for Severe Weather Preparedness Rule, a participating county or municipality shall submit a certified copy of their adopted resolution or ordinance providing for the Severe Weather Preparedness Sales Tax Holiday, and any subsequent amendments thereof, to the Alabama Department of Revenue before January 21, 2020. The Department will compile this information into a list of all counties and municipalities participating in the Severe Weather Preparedness Tax Holiday and issue a current publication of the list on its website at: <https://revenue.alabama.gov/sales-use/sales-tax-holidays>

Your taxpayers want to know if your locality will participate in the 2020 Weather Preparedness Tax Holiday.

ACTION REQUIRED:

Please put it on your calendar to discuss and vote on this matter soon and notify the ADOR of the decision before January 22, 2020.

Participating? - Send a certified copy of any resolution, ordinance, or amendment adopted by your locality.

(Sample Ord/Res here: [https://revenue.alabama.gov/sales-use/local-](https://revenue.alabama.gov/sales-use/local-government-forms/)

[government-forms/](https://revenue.alabama.gov/sales-use/local-government-forms/))

Not Participating? - It is important that you inform us via email, fax, or letter of that fact.

Taxpayers rely on the list provided by the Department of Revenue and the Department cannot post a locality's participation status based on assumption; notification of nonparticipation or copies of resolution/ordinance from the locality is required.

Notification can be faxed, mailed or emailed:

FAX: 334-242-8916

MAIL: ALABAMA DEPARTMENT OF REVENUE
Attention: Laura Reese, Room 4138
Sales & Use Tax Division
Post Office Box 327900
Montgomery, Alabama 36132-7900

EMAIL: laura.reese@revenue.alabama.gov

QUESTIONS: 334-242-1443

**RESOLUTION PROVIDING FOR COOSA COUNTY'S PARTICIPATION IN
THE "SEVERE WEATHER PREPAREDNESS SALES TAX HOLIDAY" AS
AUTHORIZED BY ACT NO. 2012-256**

WHEREAS, during its 2012 Regular Session, the Alabama Legislature enacted Act No. 2012-256, effective April 26, 2012, which provides an exemption of the state and use tax for certain severe weather preparedness supplies during the last full weekend of February of each year; and

WHEREAS, Act No. 2012-256 authorizes the county commission to provide for an exemption of county sales and use taxes for purchases of items covered by the Act during the same time period in which the state sales and use tax exemption is in place, provided a resolution to that effect is adopted at least fourteen days prior to 12:01 a.m. on the last Friday in February 21, 2020; and

WHEREAS, the Coosa County Commission has affirmatively voted to grant the exemption of county sales and use taxes on purchases covered by Act No. 2012-256 during the last weekend of February 2020, beginning at 12:01 a.m. on February, 21, 2020 and ending at twelve midnight on Sunday, February 23, 2020, the last weekend of February in 2020; and

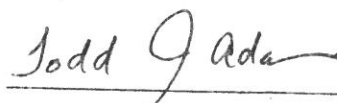
WHEREAS, Code of Alabama 1975, § 11-51-210(e) requires that the county commission notify the Alabama Department of Revenue of any new local tax or amendment to an existing local tax levy at least 30 days prior to the effective date of the change; and

WHEREAS, the exemption of certain county sales and use taxes for the last full weekend of February, 2020 herein adopted by the county commission is an amendment to the county's sales and use tax levy warranting notice to the Alabama Department of Revenue as provided in Code of Alabama 1975, § 11-51-210(e);

WHEREFORE BE IT RESOLVED BY THE COOSA COUNTY COMMISSION that it does hereby provide for an exemption of the county sales and use tax on purchases of items covered by Act No. 2012-256 beginning at 12:01 a.m. on February 21, 2020 and ending at twelve midnight on Sunday, February 23, 2020.

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of the October 8, 2019 meeting of the Coosa County Commission, and be immediately forwarded to the Alabama Department of Revenue in compliance with Code of Alabama 1975; § 11-51-210(e).

IN WITNESS WHEREOF, the Coosa County Commission has caused this Resolution to be executed in its named and on its behalf by its Chairman on this 8th day of October, 2019.



Todd J. Adams, Chairman
Coosa County Commission

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RANDALL DUNHAM TO
TABLE THE BIDS ON REPAINTING AND REROOFING OF BUILDINGS. UNANIMOUSLY APPROVED

OLD BUSINESS

DISCUSSION /CHANGE IN VOTING VENUE AGREEMENT-GOODWATER ARMORY

MOTION TO ADJOURN

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA MCEL RATH TO
ADJOURN. UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 12th DAY OF NOVEMBER, 2019.



CHAIRMAN, TODD ADAMS



VICE CHAIRMAN, BERTHA K. MCEL RATH



UNZELL KELLEY



RANDALL DUNHAM

AGENDA
COOSA COUNTY COMMISSION
November 12, 2019
9:30 AM

WELCOME

PUBLIC COMMENTS: Marty Rittman – 2020 Census Counts Plans of Action

ELECTED OFFICIAL COMMENT:

CALL TO ORDER

COMMISSION ROLL CALL

INVOCATION, PLEDGE OF ALLEGIANCE

APPROVE AGENDA

READING OF MINUTES

AWARDS AND PRESENTATIONS

OPENING OF Jail Inmate Communication BIDS AT 10:30 AM

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 of Sheriff's changes to his "Attendance, Pay and Leave Policy" – Sheriff Howell
- (2) Discussion of County Commission options regarding increase in cost of Local Government Health Insurance Benefit Plans effective 12-1-2019 for period beginning 1-1-20.
- (3) Approval to cover a percent or none of the LGHIB plan increase – Commissioner Kelley
- (4) Approval to remove inventory #700305 deputy pistol/glock from inventory and give to retiring deputy Tim Lipscomb – Sheriff Howell
- (5) Discussion of EMA grant opportunities – Terry Hale, EMA Director
- (6) Approval to add \$20,000 to Sheriff's budget for vehicle purchases for FY20 only due to underspent budget in FY19-Administrator Graham/Sheriff Howell
- (7) Approval to declare the week of Thanksgiving "Farm/City Week" – Rev. Commissioner Lamberth

OLD BUSINESS

- (1) Discussion of voting venues for Goodwater area –Commissioner McElrath/Attorney Johnson

- (2) Approval to continue using the Goodwater Community Center as the voting venue for Goodwater – Commissioner McElrath/Attorney Johnson
- (3) Discussion of proposed changes to the current travel policy of the County Commission.- Commissioner Joiner/County Administrator
- (4) Approval of travel policy with adjustments noted for FY20 – Chairman Adams
- (5) Approval to move forward using Robinson Iron to restore and repaint Coosa County Courthouse front railings and stairs-Commissioner Adams

STAFF REPORTS

Administrator –

Engineer

Attorney-

EMA

Courthouse Maintenance-

Nutrition-

Safety Coordinator-

DISCUSSION ITEMS BY COMMISSIONERS

ADJOURN

MINUTES

COOSA COUNTY COMMISSION

NOVEMBER 12, 2019

9:30 A.M.

ELECTED OFFICIAL COMMENT

CALL TO ORDER

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE ON NOVEMBER 12, 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, AND RONNIE JOINER. RANDALL DUNHAM WAS NOT PRESENT.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

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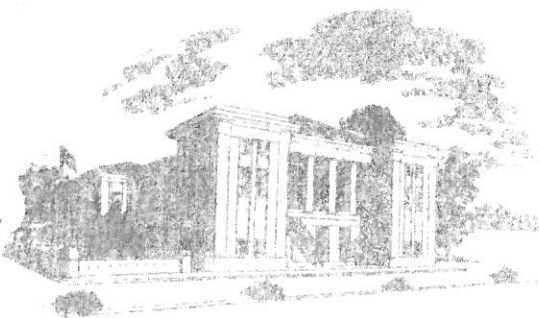
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MOTION TO APPROVE CHANGES IN EMPLOYEES: JOB DESCRIPTION, SALARY, WORK HOURS, STATUS (INCLUDING BUDGET APPROVED RAISES).

3476



Debra W. Lamberth
Commissioner of Revenue
COOSA COUNTY - P. O. BOX 7 (256) 377-4916
ROCKFORD, ALABAMA 35136 FAX (256) 377-1469

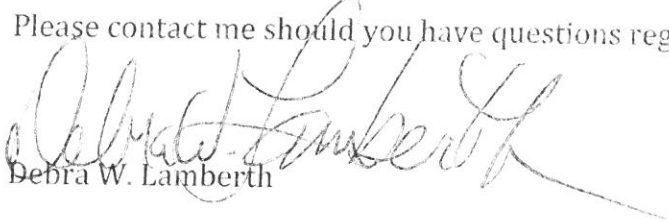
LYNN HAYES (256) 377-2684
MAPPER/APPRaiser
VALENCIA SHAW (256) 377-2682
PERSONAL PROPERTY
DEBBIE MILLER (256) 377-2683
CLERK

October 11, 2019

To: Coosa County Commission
From: Debra W. Lamberth, Revenue Commissioner
Regarding: Maegan Kelley Booth
Mapper/Appraiser

Beginning October 14, 2019, Maegan Kelley Booth has been employed as Mapper/Appraiser in the Revenue Commissioner Office. Her starting hourly rate has been approved at \$18.00 per hour. After six months probationary period, Mrs. Booth will be paid at a rate of \$19.00 per hour.

Please contact me should you have questions regarding the same.


Debra W. Lamberth

COOSA COUNTY JUDGE OF PROBATE

JUDGE: RICHARD M. DEAN



October 23, 2019

RE: Incremental Pay Increase as Per the Terms of the Hire Letter for Mrs. Pamela H. Weathers, Judge of Probate Chief Clerk

To: Coosa County Commission Administrator
Rockford, Alabama 35136

1. As of this date, Mrs. Weathers has been in the Chief Clerk position for six months. As per the April 23, 2019, Hire Letter, paragraphs 2 and 3, she is to be considered for a \$500.00 annual increase in salary if certain conditions are met.
2. Mrs. Weathers has completed all requirements outlined in the April 23, 2019, Hire Letter. Specifically, she has progressed extremely well in learning many aspects of the job and has worked diligently to become familiar with most of the applicable code sections related to probate court. She has also attained the maximum continuing judicial education credit hours available to her during this same period. In addition to Probate Court related conferences, she has attended multiple election seminars/classes to prepare her to assist with the many aspects (from basic election functions to Cybersecurity of the election process) of conducting an election. Chief Clerk Weathers' conduct is always professional; she represents the Judge, her office and Coosa County well in all functions and duties regardless of the venue.
3. This letter is to certify all requirements have been properly met and to request a \$500.00 annual pay increase for Mrs. Weathers effective with the next pay period. Please take the appropriate action for the pay increase and place this letter in Mrs. Weathers' personnel file.

Respectfully,

A handwritten signature in black ink, appearing to read "Richard M. Dean".

Richard M. Dean

RECEIVED
COOSA COUNTY COMMISSION

EX-10

Coosa County Sheriff's Office

Michael Howell, 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 • Website: www.coosacountyso.org



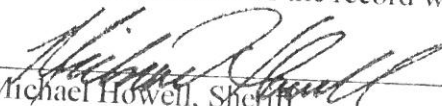
MEMORANDUM

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: November 4, 2019
Re: Douglas Scott Murphree – End of Probation

MESSAGE:

Douglas S. Murphree has completed his six (6) months' probation period on October 19, 2019. He will not receive an increase in pay, and his rate of pay should remain \$12.92 per hour.

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


Michael Howell, Sheriff



Coosa County Sheriff's Office

Michael Howell, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

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MEMO

To: Coosa County Commission
 From: Coosa County Sheriff's Office
 Date: November 4, 2019
 Re: Samuel Monroe Higginbotham – New Hire – Transport Officer

MESSAGE: New Hire

Effective November 5, 2019, Samuel M. Higginbotham is employed by the Coosa County Sheriff's Office as a part-time Transport Officer. His rate of pay will be \$10.83 per hour. On completion of his six (6) month probationary period, he **will not** receive an increase in pay. Higginbotham will not receive any benefits with this position.

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


 Michael Howell, Sheriff

November 5, 2019
 Date

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 * Website: www.coosacountyso.org



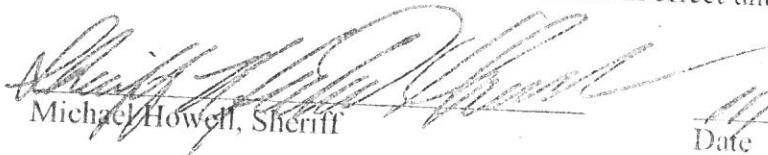
MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: November 7, 2019
Re: Amiee Dawn Cryer – New Hire – Correctional Officer/Dispatcher

MESSAGE:

Effective today, November 7, 2019, Amiee D. Cryer is employed by the Coosa County Sheriff's Office as a full-time Correctional Officer/Dispatcher. Her rate of pay will be \$12.82 per hour. On completion of her six (6) month probationary period, she *will not* receive an increase in pay.

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


Michael Howell, Sheriff

11/7/2019
Date

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 * Website: www.coosacountyso.org

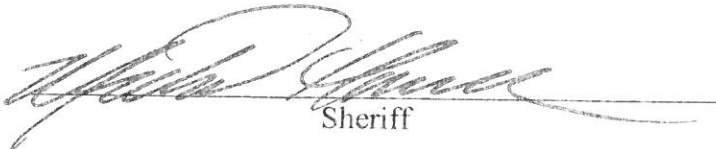


MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: November 7, 2019
Re: Robert E. Shaw – Returned to Work

Message:

Robert E. Shaw has returned from sick leave as of November 4, 2019. Melvin Larmon should remain on call back status as needed.


Sheriff


Date

Jamie

From: Jamie <officeasst@coosaso.com>
 Sent: Thursday, October 31, 2019 2:19 PM
 To: Coosa County (Coosacomm22@gmail.com)
 Cc: 'Coosa County Sheriff's Office'; sheriffhowell@coosaso.com; chieflong@coosaso.com; michael35136@gmail.com
 Subject: Tims Retirement

Coosa County Sheriff's Office

Michael Howell, Sheriff

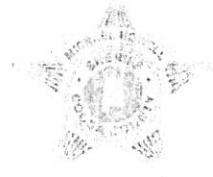
296 School Street - P. O. Box 279

Rockford, Alabama 35136

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

Jail: 256-377-2211 • Fax 256-377-2690

Email: office@coosaso.com • Website: www.coosacountysso.org



Thursday, October 31, 2019

To Coosa County Commission:

Deputy Tim Lipscomb has declared Saturday, November 30, 2019 as his official retirement date from the Coosa County Sheriff's Office. Please accept this as his last date of employment.

Sincerely,

Jamie Thornton

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

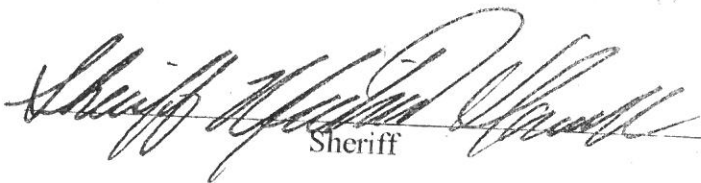
Email: office@coosaso.com * Website: www.coosacountysso.org

MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: November 5, 2019
Re: Kennedy D.W. Locklear - Resignation

Message:

Kennedy D.W. Locklear has resigned his position as Correctional Officer/Dispatcher effective November 5, 2019. Your office will be notified when he returns all of his uniforms and equipment as required then he can receive his last check. Attached is his statement requesting to receive all accrued vacation and comp hours.


Sheriff

11/05/2019
Date

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 * Website: www.coosacountysso.org



MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: November 7, 2019
Re: Trenton Devontea Davenport – Resignation

MESSAGE:

Trenton Devontea Davenport resigned his position as Deputy Sheriff on November 6, 2019. His resignation letter and termination report are attached. A memo will be sent to your office when his property is returned.



Sheriff



Date

Coosa County Sheriff's Office

Michael Howell, 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

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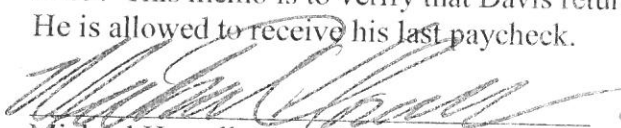


MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: November 7, 2019
Re: William Bryan Davis

MESSAGE: Resignation

William Bryan Davis will resign his position as Correctional Officer/Dispatcher on November 8, 2019. This memo is to verify that Davis returned all property belonging to the Sheriff's Office. He is allowed to receive his last paycheck.


Michael Howell, Sheriff


Date

NEW BUSINESS

DISCUSSION OF SHERIFF'S CHANGES TO HIS "ATTENDANCE, PAY AND LEAVE POLICY"

DISCUSSION OF COUNTY COMMISSION OPTIONS REGARDING INCREASE IN COST OF LOCAL GOVERNMENT HEALTH INSURANCE BENEFIT PLANS EFFECTIVE 12-1-2019 FOR PERIOD BEGINNING 1-1-2020.

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JONIER TO COVER ALL OF THE INCREASE COST THE LOCAL GOVERNMENT HEALTH INSURANCE PLAN (LGHIB) FOR FY20. UNANIMOUSLY APPROVED

ANALYSIS OF INCREASED EMPLOYEE HEALTH INSURANCE PREMIUMS

	10 Months(Dec-Sept)	
	(1)	(2)
GENERAL FUND	100%	50%
Commission	1670	835
Courthouse	1000	500
Probate Office	2000	1000
Sheriff Office	6666	3333
Revenue Commissioner	330	165
Jail	5010	2505
NUTRITION	1000	500
PUBLIC TRANSPORTATION	670	335
TOTAL GEN FUND	18346	9173
ROAD DEPARTMENT	8140	4070
GRAND TOTAL	26486	13243
Total @ 12 Months	31783	15891

If the Commission Absorbs the Increase

35% paid by Employee and 65% paid by Commission for Family Coverage

36% paid by Employee and 64% paid by the Commission for Single Coverage

Local Government Health Insurance Program
CY2020 Premiums

Active Employee Premiums - Preferred			
	Single	Family	Total
Employee (dental)	\$494	\$712	\$494
Employee & dependent (dental)	\$494	\$712	\$1,206
Employee (no dental)	\$472	\$679	\$472
Employee & dependent (no dental)	\$472	\$679	\$1,151

Active Employee Premiums - Standard			
	Single	Family	Total
Employee (dental)	\$541	\$824	\$541
Employee & dependent (dental)	\$541	\$824	\$1,365
Employee (no dental)	\$519	\$791	\$519
Employee & dependent (no dental)	\$519	\$791	\$1,310

Retiree (not Medicare)			
	Single	Family	Total
Retiree (not Medicare) (dental)	\$1,022	\$861	\$1,022
Retiree (not Medicare) & dependent (not Medicare) (dental)	\$1,022	\$861	\$1,883
Retiree (not Medicare) & dependent (Medicare) (dental)	\$1,022	\$1,219	\$1,803
Retiree (not Medicare) & 2 dependents (Medicare) (dental)	\$1,022	\$394	\$1,416
Retiree (not Medicare) (no dental)	\$1,000	\$828	\$1,000
Retiree (not Medicare) & dependent (not Medicare) (no dental)	\$1,000	\$828	\$1,828
Retiree (not Medicare) & dependent (Medicare) (no dental)	\$1,000	\$175	\$1,175
Retiree (not Medicare) & 2 dependents (Medicare) (no dental)	\$1,000	\$350	\$1,350

Retiree (Medicare)			
	Single	Family	Total
Retiree (Medicare) (dental)	\$197	\$710	\$197
Retiree (Medicare) & dependent (not Medicare) (dental)	\$197	\$710	\$907
Retiree (Medicare) & dependent (Medicare) (dental)	\$197	\$197	\$394
Retiree (Medicare) & 2 dependents (Medicare) (dental)	\$197	\$394	\$591
Retiree (Medicare) (no dental)	\$175	\$677	\$175
Retiree (Medicare) & dependent (not Medicare) (no dental)	\$175	\$677	\$852
Retiree (Medicare) & dependent (Medicare) (no dental)	\$175	\$175	\$350
Retiree (Medicare) & 2 dependents (Medicare) (no dental)	\$175	\$350	\$525

COBRA - Preferred			
	Single	Family	Total
Employee (dental)	\$503	\$725	\$503
Employee & dependent (dental)	\$503	\$725	\$1,228
Employee (no dental)	\$481	\$692	\$481
Employee & dependent (no dental)	\$481	\$692	\$1,173

COBRA - Standard			
	Single	Family	Total
Employee (dental)	\$551	\$840	\$551
Employee & dependent (dental)	\$551	\$840	\$1,391
Employee (no dental)	\$529	\$807	\$529
Employee & dependent (no dental)	\$529	\$807	\$1,336

Retiree (not Medicare) COBRA			
	Single	Family	Total
Retiree (not Medicare) (dental)	\$1,042	\$876	\$1,042
Retiree (not Medicare) & dependent (not Medicare) (dental)	\$1,042	\$876	\$1,920
Retiree (not Medicare) & dependent (Medicare) (dental)	\$1,042	\$701	\$1,743
Retiree (not Medicare) & 2 dependents (Medicare) (dental)	\$1,042	\$402	\$1,444
Retiree (not Medicare) (no dental)	\$1,020	\$844	\$1,020
Retiree (not Medicare) & dependent (not Medicare) (no dental)	\$1,020	\$844	\$1,864
Retiree (not Medicare) & dependent (Medicare) (no dental)	\$1,020	\$179	\$1,199
Retiree (not Medicare) & 2 dependents (Medicare) (no dental)	\$1,020	\$357	\$1,377

Retiree (Medicare) COBRA			
	Single	Family	Total
Retiree (Medicare) (dental)	\$201	\$724	\$201
Retiree (Medicare) & dependent (not Medicare) (dental)	\$201	\$724	\$925
Retiree (Medicare) & dependent (Medicare) (dental)	\$201	\$201	\$402
Retiree (Medicare) & 2 dependents (Medicare) (dental)	\$201	\$402	\$603
Retiree (Medicare) (no dental)	\$179	\$690	\$179
Retiree (Medicare) & dependent (not Medicare) (no dental)	\$179	\$690	\$869
Retiree (Medicare) & dependent (Medicare) (no dental)	\$179	\$179	\$358
Retiree (Medicare) & 2 dependents (Medicare) (no dental)	\$179	\$357	\$536

COBRA Disabled - Preferred			
	Single	Family	Total
COBRA Disabled (dental)	\$741	\$741	\$741
COBRA Disabled & dependent (dental)	\$741	\$741	\$1,486
COBRA Disabled (no dental)	\$708	\$692	\$708
COBRA Disabled & dependent (no dental)	\$708	\$692	\$1,400

COBRA Disabled - Standard			
	Single	Family	Total
COBRA Disabled (dental)	\$812	\$840	\$812
COBRA Disabled & dependent (dental)	\$812	\$840	\$1,652
COBRA Disabled (no dental)	\$779	\$807	\$779
COBRA Disabled & dependent (no dental)	\$779	\$807	\$1,586

Southland			
	Single	Family	Total
Vision	\$12	\$20	\$12
Dental	\$40	\$40	\$40

Southland - COBRA			
	Single	Family	Total
Vision	\$12	\$20	\$12
Dental	\$41	\$41	\$41

MOTIONED BY COMMISSIONERS RONNIE JOINER AND SECONDED BY UNZELL KELLEY THE APPROVAL TO REMOVE INVENTORY #700305 DEPUTY PISTOL/GLOCK FROM INVENTORY AND GIVE TO RETIRING DEPUTY TIM LIMSCOMB. UNANIMOUSLY APPROVED

Mike Mull

Thu, Nov 7, 2:27 PM (18 hours ago) **Reply**


me

Bridget,

Here is the asset and decal number for the Glock issued to Tim Lipscomb

700305

Lane, David

Thu, Nov 7, 2:34 PM (18 hours ago) Reply

to me

Larcus

Coosa County has a local act for this. It was codified as 45-19-235.

Section 45-19-235

Receipt of badge, pistol, etc., upon retirement.

(a) Any individual employed by the Coosa County Sheriff's office as a law enforcement officer for a period of 10 years or more who retires from the department in good standing may receive from the sheriff, without cost, a retired badge, a retired commission card, and a pistol, provided the pistol is furnished by the department.

(b) The provisions of the section may be applied retroactively to any officer who retired on or after January 14, 2002.

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Report.Fraud@Examiners.Alabama.Gov

DISCUSSION OF EMA GRANT OPPORTUNITIES.

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER THE APPROVAL TO ADD \$20,000 TO SHERIFF'S BUDGET FOR VEHICLE PURCHASE FY20. UNANIMOUSLY APPROVED

Coosa County Sheriff's Office

Michael Howell, Sheriff

296 School Street • P. O. Box 279

Rockford, Alabama 35136

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Jail Fax 256-377-2690

Email: office@coosaso.com * Website: www.coosacountyso.org



September 19, 2019

Coosa County Commissioners
P. O. Box 10
Rockford, Alabama 35136

Dear Sirs/Madam:

I am requesting any monies unexpended in Sheriff, Jail and Courthouse Security 2018 – 2019 Fiscal Year budget be rolled over to our 2019-2020 FY budget. I request that the money be left in the line item it originally had been designated for.

Sincerely,

A handwritten signature in cursive script that reads 'Michael Howell'.

Michael Howell
Sheriff

DISCUSSION OF EMA GRANT OPPORTUNITIES.

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER THE APPROVAL TO ADD \$20,000 TO SHERIFF'S BUDGET FOR VEHICLE PURCHASE FY20.
UNANIMOUSLY APPROVED

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September 19, 2019

Coosa County Commissioners
P. O. Box 10
Rockford, Alabama 35136

Dear Sirs/Madam:

I am requesting any monies unexpended in Sheriff, Jail and Courthouse Security 2018 – 2019 Fiscal Year budget be rolled over to our 2019-2020 FY budget. I request that the money be left in the line item it originally had been designated for.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Howell'.

Michael Howell
Sheriff

MOTIONED BY COMMISSIONERS RONNIE JOINER AND SECONDED BY BERTHA K. MCELRATH THE APPROVAL TO DECLARE THE WEEK OF THANKSGIVING "FARM /CITY WEEK".
UNANIMOUSLY APPROVED

PROCLAMATION FOR COOSA COUNTY
ALABAMA FARM-CITY WEEK
November 22-28, 2019

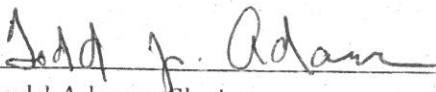
For over 60 years during Thanksgiving week, the American people have observed Farm-City Week to express gratitude for the bounty with which God has blessed our land and to recognize the achievements of the farmers, rural townspeople, and city residents who make our Nation's agricultural production and distribution system so successful. Truly this cooperation between rural and city dwellers for mutual benefit helps ensure our country's well-being.

America's farmers have provided food and fiber to sustain our people throughout decade after decade of progress. Farmers' productivity has increased steadily, thanks largely to their initiative in supporting and adopting the methods and materials developed by scientific research. Yield per acre has grown tremendously, with the result that American farmers are able not only to meet the Nation's basic needs for food stuffs, but also to produce agricultural goods for export and for a wide variety of specialty markets here in the United States and around the world.

American agriculture, and the many service industries that depend upon it in cities and towns and along all the routes in between, is a story of extraordinary labor creating extraordinary abundance. At this time of year, it is only fitting that all Americans offer some special sign of thanks to those who grow, harvest, and bring to our Nation's tables the fruits of sun, seed, and soil.

NOW, THEREFORE, I, the Honorable Todd Adams, Chairman of the Coosa County Commission, by virtue of the authority vested in me do hereby, proclaim the week of November 22 through November 28, 2019, as ALABAMA FARM-CITY WEEK. I call upon all citizens of Coosa County to join in recognizing the accomplishments of our productive farmers and of our urban residents, who cooperate to create abundance, wealth, and strength for our County, State, and Nation.

IN WITNESS WHEREOF, I have hereunto set my hand this 12th day of November in the year of our Lord two thousand nineteen.



Todd Adams Chairman

OLD BUSINESS

DISCUSSION OF VOTING VENUES FOR GOODWATER AREA.

MOTIONED BY COMMISSIONERS BERTHA K. MCELRATH THE APPROVAL TO CONTINUE USING THE GOODWATER COMMUNITY CENTER AS THE VOTING VENUE FOR GOODWATER.
UNANIMOUSLY APPROVED

DISCUSSION OF PROPOSED CHANGES TO THE CURRENT TRAVEL POLICY OF THE COUNTY COMMISSION.

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY UNZELL KELLEY TO APPROVE TRAVEL POLICY AS IS FOR FY20. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY RONNIE JOINER THE APPROVAL TO MOVE FORWARD USING ROBINSON IRON TO RESTORE AND REPAINT COOSA COUNTY COURTHOUSE FRONT RAILINGS AND STAIRS. NOT CARRIED.



Quotation

Post Office Box 1119 1856 Robinson Road
Alexander City, Alabama 35011-1119
Telephone (256) 329-8486
or 1-800-824-2157

DATE: 8-1-19

TO: Coosa County Commission

REFERENCE: Coosa County Courthouse

WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION IN ACCORDANCE WITH YOUR REQUEST:

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Restoration and repainting of Coosa County Courthouse railings and stairs		\$19,600

- Railings to be removed from stringers and transported to Robinson Iron for cleaning, repairs and repainting.
- Stringers/ steps to remain and be repainted in situ
- Reinstallation of refurbished railings included during in situ painting of steps/ stringers
- Hi Solids polyurethane gloss black finish included
- Allow 3-6 weeks from removal to reinstall
- NO temporary barriers/ protection included in quote

MEETING TO BE CONTINUED

LEGISLATIVE MEETING FOR ALL COUNTY OFFICIALS ON 11/20/2019 AT 1:30. ALSO, TO DISCUSS THE BIDS FOR THE TELEPHONE SERVICES AT JAIL.


MINUTES APPROVED THIS 10th DAY OF DECEMBER, 2019.



CHAIRMAN TODD ADAMS



VICE CHAIRMAN, BERTHA K. MCELRATH



UNZELL KELLEY



RONNIE JOINER

AGENDA
COOSA COUNTY COMMISSION
November 20, 2019
1:30 pm
(Continued from November 12, 2019 regular meeting)

WELCOME

CALL TO ORDER
COMMISSION ROLL CALL
APPROVE ADDITIONAL (new) AGENDA Items

NEW BUSINESS

- (8) Approval of Award of Jail Inmate Communication BID – Sheriff Howell/Mike Mull, Jail Admin.
- (9) Discussion and/or approval to move forward with Robinson Iron bid for Courthouse Front Railings(Restoration and Repainting)-Chairman Adams
- (10) Discussion/Approval of covering \$800 module replacement for EMA vehicle – Administrator Graham, EMA Director Hale
- (11) Approval to share excess cost of Industrial Access Road Improvements to Armory Road with the City of Goodwater and Lake Martin Area Economic Development Alliance. General Fund to cover one third of excess which is estimated at less than \$5000 – Engineer Eason
- (12) Discussion of Legislative Issues – Commissioner Kelley and Other Elected Officials
- (13) Approval to make an emergency purchase of commercial dishwasher for the Jail from the Capital Improvement Fund not to exceed \$7000-Sheriff Howell/Administrator Mull

ADJOURN

MINUTES**COOSA COUNTY COMMISSION****NOVEMBER 20, 2019****1:30 A.M.****ELECTED OFFICIAL COMMENT****CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE ON NOVEMBER 20, 2019 FOR A CONTINUATION OF ITS REGULAR MEETING WITH VICE CHAIR BERTHA K. MCELRATH, PRESIDING.

COMMISSION ROLL CALL

COMMISSIONER ROLL CALL CONSISTED OF VICE CHAIR BERTHA K. MCELRATH, UNZELL KELLEY, AND RONNIE JOINER. RANDALL DUNHAM AND TODD ADAMS WERE NOT PRESENT.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

APPROVE ADDITIONAL (NEW) AGENDA

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER TO APPROVE THE AGENDA. UNANIMOUSLY APPROVED

NEW BUSINESS

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER THE APPROVAL TO AWARD THE JAIL INMATE COMMUNICATION BID TO NCIC. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER THE APPROVAL TO MOVE FORWARD WITH ROBINSON IRON PROPOSAL FOR COURTHOUSE FRONT RAILINGS (RESTORATION AND REPAINTING). APPROVED, WITH COMMISSIONER BERTHA K. MCELRATH ABSTAINING.

MOTIONED BY COMMISSIONERS RONNIE JOINER AND SECONDED BY UNZELL KELLEY TO TABLE THE REPAIR ON EMA VEHICLE UNTIL THE NEXT COMMISSION MEETING ON DECEMBER 10, 2019. UNANIMOUSLY APPROVED

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER TO TABLE THE SHARING OF EXCESS COST OF INDUSTRIAL ACCESS ROAD IMPROVEMENTS TO ARMORY ROAD WITH THE CITY OF GOODWATER AND LAKE MARTIN AREA ECONOMIC DEVELOPMENT

ALLIANCE. GENERAL FUND TO COVER ONE THIRD OF EXCESS WHICH IS ESTIMATED AT LESS THAN \$5000. UNANIMOUSLY APPROVED

DISCUSSION OF LEGISLATIVE ISSUES.

MOTIONED BY COMMISSIONERS RONNIE JOINER AND SECOND BY UNZELL KELLEY THE APPROVAL TO MAKE AN EMERGENCY PURCHASE OF COMMERCIAL DISHWASHER FOR THE JAIL FROM THE CAPITAL IMPROVEMENT FUND NOT TO EXCEED \$14,999. UNANIMOUSLY APPROVED

From: Mike Mull <adminmull@coosaso.com>
Sent: Tuesday, November 19, 2019 3:18 PM
To: sheriffhowell@coosaso.com
Subject:

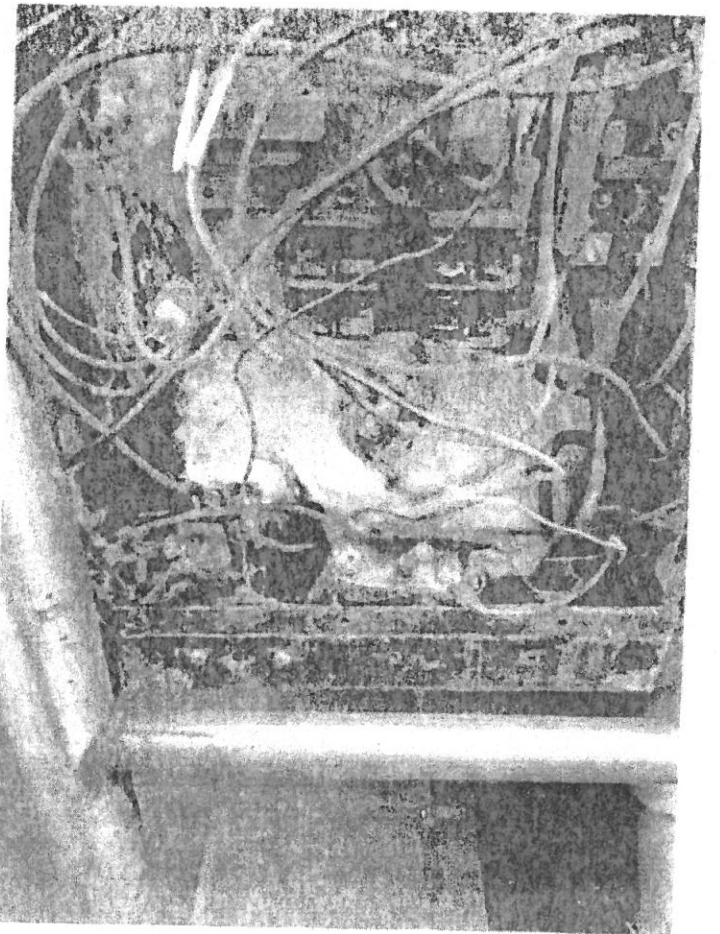
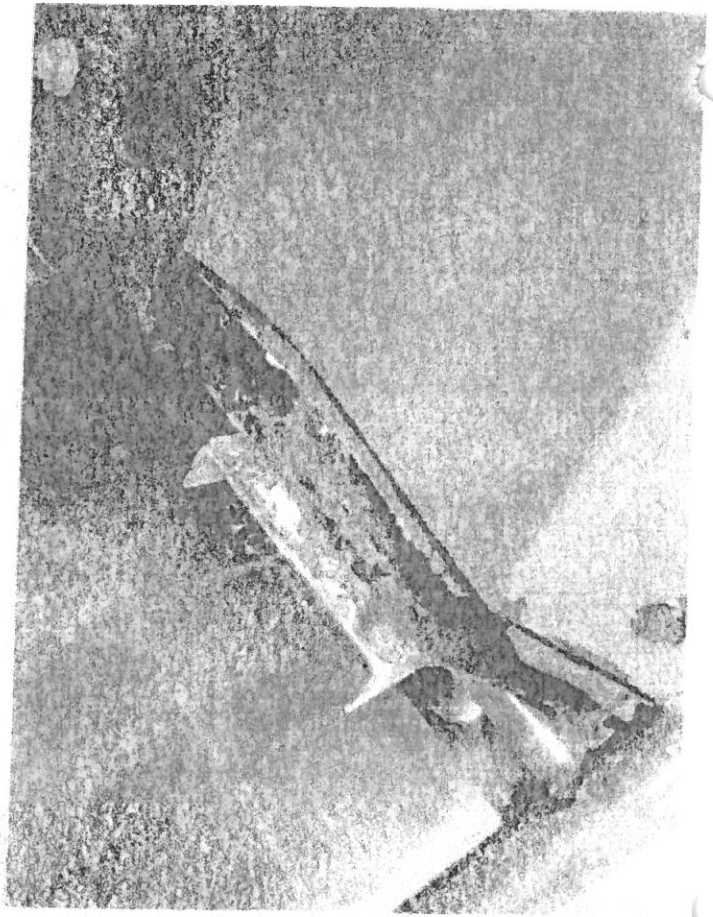
Bridget,

As the sheriff explained attached are picture of our dishwasher/sanitizer that is required by the State Department of Health and will be inspected in the month of December. Item 18 on the health inspection report is the section that cover warewashing devices, and dish machine units.

This is a picture of the dishwasher purchased in 2001, the motor and control panel box has completely rusted out. This was discovered when the dishwasher blew all of the fuses. The 1st picture on the bottom shows the relays that rusted completely out and fell, resulting in the fuse panel in the following picture to completely short out, blowing all fuses. As you can see in the individual picture attached the circuit board appears to be damaged as well as the fuse panel melted.

There will be a quote available tomorrow from one source, however with the commissioner's approval I would expect Todd to spearhead this project.

Mike




MOTION TO ADJOURN

MOTIONED BY COMMISSIONERS RONNIE JOINER AND SECOND BY UNZELL KELLEY TO ADJOURN.
UNANIMOUSLY APPROVED

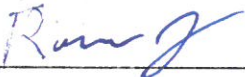
MINUTES APPROVED THIS 10th DAY OF DECEMBER, 2019.



VICE CHAIRMAN, BERTHA K. MCELRATH



UNZELL KELLEY



RONNIE JOINER



AGENDA
COOSA COUNTY COMMISSION
December 10, 2019
9:30 AM

WELCOME

PUBLIC COMMENTS: Cindy Atkinson with Accordia – Summary of Services
Mark Casey of Alabama Power – Options for Overhead
Outdoor Lighting
Jodi McDade -- Economic Development
Marty Rittman – CPC/Census Grant News

ELECTED OFFICIAL COMMENT:**CALL TO ORDER****COMMISSION ROLL CALL****INVOCATION, PLEDGE OF ALLEGIANCE****APPROVE AGENDA****READING OF MINUTES**

AWARDS AND PRESENTATIONS – Lynn Hayes, Retiring Mapping Clerk
-Tim Lipscomb, Retiring Sheriff Deputy

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) Discussion of Rave Alert System – Elmore Unbehant, E911 Board Chair
(2) Approval/Disapproval to Share in Cost of “Rave Alert System” – Chairman Adams

OLD BUSINESS**STAFF REPORTS****Administrator –****Engineer****Attorney-****EMA**

Courthouse Maintenance-

Nutrition-

Safety Coordinator-

DISCUSSION ITEMS BY COMMISSIONERS

ADJOURN

MINUTES**COOSA COUNTY COMMISSION****DECEMBER 10, 2019****9:30 A.M.****ELECTED OFFICIAL COMMENT****CALL TO ORDER**

THE COOSA COUNTY COMMISSION MET AT THE COOSA COUNTY COURTHOUSE ON DECEMBER 10, 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, AND RONNIE JOINER. RANDALL DUNHAM WAS NOT PRESENT.

INVOCATION AND PLEDGE OF ALLEGIANCE

INVOCATION WAS GIVEN BY COMMISSIONER TODD ADAMS. THE PLEDGE OF ALLEGIANCE WAS SAID BY ALL IN ATTENDANCE.

APPROVE AGENDA

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA MCELRATH TO APPROVE THE AGENDA. UNANIMOUSLY APPROVED

READING OF MINUTES

MOTIONED BY COMMISSIONERS TODD ADAMS AND SECONDED BY UNZELL KELLEY TO DISPENSE READING OF MINUTES. UNANIMOUSLY APPROVED

AWARDS AND PRESENTATIONS

IN RECOGNITION OF MRS. LYNN HAYES ON HER RETIREMENT FROM THE REAPPRAICAL OFFICE. ALSO, IN RECOGNITION OF MR. TIMOTHY LIPSCOMB ON HIS RETIREMENT FROM THE SHERIFF OFFICE.

**RESOLUTION HONORING LYNN HAYES FOR HER SERVICE TO
COOSA COUNTY UPON RETIREMENT**

WHEREAS, the Coosa County Commission, governing body of Coosa County, recognizes and appreciates Lynn Hayes for her service in the Commission and Reappraisal Offices of Coosa County;

Lynn Hayes served in the County Commission Office for 3 1/2 years;

Lynn Hayes received a Certificate of Completion of the CGEI Personnel Administration Class by the Association of County Commission of Alabama;

Lynn Hayes served in the Reappraisal Office of Coosa County for 6 1/2 years;

Lynn Hayes received certificates from Auburn University Centers for Government Services in Basic Mapping, Appraisal Manual (Resident/Agriculture), and Appraisal Manual (Commercial);

Lynn Hayes has performed all jobs assigned to her with excellence and professionalism;

Lynn Hayes has been an asset to the employees and residents of Coosa County.

WHEREAS, let it be known, the Coosa County Commission would like to thank Lynn Hayes for her service to Coosa County and its citizens. We wish her the best in her retirement and future endeavors.

IN WITNESS WHEREOF, the Coosa County Commission has caused this Resolution to be executed on this the 10th day of December, 2019.

Jodi Adams

Ronny J.

Beyla K. McElroy

Randall Dunham

Umyell Kelley



3491

RESOLUTION HONORING TIMOTHY LIPSCOMB FOR HIS SERVICE TO COOSA COUNTY UPON RETIREMENT

WHEREAS, the Coosa County Commission, governing body of Coosa County, recognizes and appreciates Timothy Lipscomb for his service to Coosa County;

Timothy Lipscomb served as Dispatch and Correctional Officer for Coosa County Sheriff Office for 5 years;

Timothy Lipscomb was promoted to Deputy November 2005;

Timothy Lipscomb completed law enforcement academy to become a certified Peace Officer in April 2006 and appointed as the Student Resource Officer for the Coosa County School System for several years;

Timothy Lipscomb received certificates from Auburn University Montgomery for Constitutional Law; Alabama Association of School Resource Officers for SRO training and Stewards of Children training;

Timothy Lipscomb has sacrificed his personal time with family, stood against evil and for honor to protect the citizens of Coosa County.

WHEREAS, let it be known, the Coosa County Commission would like to thank Timothy Lipscomb for his service at the Coosa County Sheriff Office, and wish him the best in his retirement and future endeavors.

IN WITNESS WHEREOF, the Coosa County Commission has caused this Resolution to be executed on this the 10th day of December, 2019.

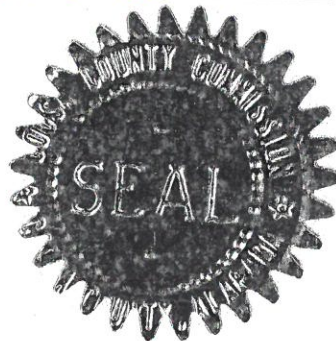
Renz

Judd J. Od

Bertha McElrath

Handell Duke

Unzell Kelley



3491

CONSENT AGENDA

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY BERTHA MCELRATH 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 * Website: www.coosacountyso.org



MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: November 18, 2019
Re: Spencer Wayne Lykes – Correctional Officer/Dispatcher

MESSAGE: New Hire

Effective November 19, 2019, Spencer W. Lykes is employed by the Coosa County Sheriff's Office as a Correctional Officer/Dispatcher. His rate of pay will be \$12.82 per hour. On completion of his six (6) month probationary period, he **will not** receive an increase in pay.

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


Michael Howell, Sheriff

11/19/2019
Date

RECEIVED
COOSA COMMISSION

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: 256-377-4922 • Fax 256-377-2690


Email: office@coosaso.com • Website: www.coosacountyso.org



Date: December 2, 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's 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

RECEIVED
COOSA COMMISSION
DEC - 5 2019
PO BOX 10

3492

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 * Website: www.coosacountyso.org



MEMO

To: Coosa County Commission
From: Coosa County Sheriff's Office
Date: November 14, 2019
RE: Travis Ray Ward – Amended Memo

MESSAGE:

Effective October 1, 2019, I am requesting Deputy Travis Ward receives his \$0.50 raise, and his pay will \$14.80 per hour and current with the other deputies.

This memo supersedes the memo dated September 25, 2019, and this memorandum for the record will remain in effect until further notice.

 11/15/2019
Michael Howell, Sheriff



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: 256-377-2211 • Fax 256-377-2690

Email: office@coosaso.com • Website: www.coosacountyso.org



Date: December 2, 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 104 has accrued leave time available in excess of hours requested for sale.

RECEIVED
COMMISSION

Approved: [Signature]
Michael Howell, Sheriff

PO BOX 10

Denied - last pmt was 12/23/18
OK to pay on 12/31/19
eg

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 MCELRATH
DISTRICT NO. 2

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

December 2, 2019

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

RE: Carlos Whetstone

Dear Bridget:

The above referenced employee's last day of employment with the Highway Department was November 14, 2019.

Thanks for your attention in this matter.

Yours truly,



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



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: 256-377-2211 • Fax 256-377-2690

Email: office@coosaso.com • Website: www.coosacountyso.org



Date: December 2, 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 104 has accrued

leave time available in excess of hours requested for sale.

RECEIVED
COMMISSION

Approved: _____

[Signature]
Michael Howell, Sheriff

PO BOX 10

Denied - last part was 12/22/19

OK to pay on 12/31/19

kg

Coosa County Sheriff's Office

Michael Howell, Sheriff

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Jail Fax 256-377-2690

Email: office@coosaso.com * Website: www.coosacountyso.org



MEMO

To: Coosa County Commission
From: Sheriff Michael Howell
December 4, 2019
Re: DeAndre Alexander Scott

Message:

DeAndre A. Scott has completed his probation period. His rate of pay will increase to \$12.82 per hour. This memorandum for the record will remain in effect until further notice.

Sincerely,

Michael Howell

REC'D
COOSA COUNTY COMMISSION
NOV 27 2019
P.O. BOX 279



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 * Website: www.coosacountyso.org



MEMO

To: Coosa County Commission
From: Sheriff Michael Howell
December 4, 2019
Re: Raymond F. Jones, IV

Message:

Raymond F. Jones IV has completed his probation period. His supervisor's rate of pay will be \$15.24 per hour. This memorandum for the record will remain in effect until further notice.

Sincerely,

A handwritten signature in black ink that reads "Michael Howell". The signature is stylized and cursive.

Michael Howell

RECEIVED
COOSA COMMISSION

DEC 5 2019

PO BOX 10

NEW BUSINESS

DISCUSSION OF RAVE ALERT SYSTEM.

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY RONNIE JOINER THE APPROVAL TO SHARE THE COST OF "RAVE ALERT SYSTEM WITH THE E911 BOARD.

UNANIMOUSLY APPROVED

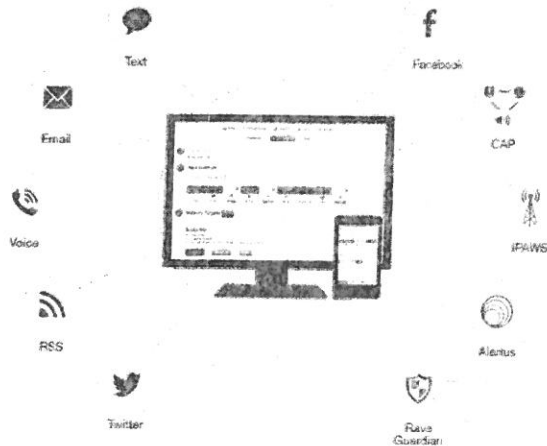
Rave Pricing

Estimated Population: 10,000		
Product License	Annual Fee	One-Time Setup
Rave Alert (Unlimited Text, Email, Voice Calling, RSS)	\$ 3,500	\$ 1,000
Opt-in Text Keyword (1)	Included	Included
IPAWS Setup and Integration	\$0	Included
Procured and Loaded Land Lines	\$0	\$0
CAP API for Rave Alert	\$0	\$0
Social Media Messaging & Integration	\$0	\$0
24x7 Support	Included	Included
Training	Included	Included
Unlimited Software Upgrades	Included	Included

- Rave is a GSA Certified Vendor
- Prices above do not include tax (if applicable), which will be calculated at purchase.

RAVE

MOBILE SAFETY



Overview of Standard Onboarding

Each new Rave customer is assigned a dedicated Client Manager - the single point of contact during implementation who provides practical experience, expertise, and best practices. Your Client Manager guides your alert deployment to success.

Deployment Overview

Typical implementation timetable spans 5-10 business days, assuming availability of required resources at the customer site. This timetable may vary based on specific customer needs, implementation of optional integrations, or configuration needs for features requiring some customization.

- Client Manager is available to coordinate implementation within the first 60 days after contract signing, unless otherwise agreed upon by mutual consent
- Client Manager provides up to 12 hours of dedicated access during the deployment process, inclusive of deployment activities on the hosted platform
- Additional services are available at an optional cost

Project Components and Milestones

- **Project Initiation** – Establishes project roles and contact points, defines core objectives for overall deployment, and presents milestone goals for project timetables
- **Online Kick-off Meeting (1-1.5 hours)** – Web meeting with all project stakeholders covering:
 - Overview of the Platform
 - Access to product resources
 - Implementation process overview
 - SmartLoader options
 - Registration and authentication options
 - Integration to notification targets (RSS, CAP, social networks, etc.)
 - Specific project target dates
 - Next Steps

Implementation

- **Planning and Deployment Phase** (up to 10 hours of Client Management)
 - Deployment of hosted site, login credentials provided (Rave)
 - Implementation of one-time data loading, general configuration
 - Implementation of optional SmartLoader and enterprise authentication integrations
 - Implementation of geo-targeting and map-based tools
 - Implementation of optional IPAWS-OPEN support
 - Functional testing and technical review
 - Training for administrators and alert authors using online courseware
- **Project Conclusion and Transition to Standard Technical Support**
 - Production release milestone, customer next-steps
 - Scheduled "go-live" data
 - Preparation for full system test
 - Program marketing, support website, and related tasks
 - Client Manager hand-off to Standard Technical Support process
 - Project review and feedback

On-site premium training and onboarding options available at additional cost. Additional Rave Professional Services consulting hours are available at daily rate negotiated in contract.

MOTION TO ADJOURN

MOTIONED BY COMMISSIONERS UNZELL KELLEY AND SECONDED BY TODD ADAMS TO ADJOURN. UNANIMOUSLY APPROVED

MINUTES APPROVED THIS 14th DAY OF JANUARY, 2020.



CHAIRMAN, TODD ADAMS



VICE CHAIRMAN, BERTHA K. MCELRATH



UNZELL KELLEY



RONNIE JOINER