

JEFFERSON COUNTY COMMISSION
Courthouse Birmingham, Alabama

DATE: 08/31/2017

TIME: _____

I. ROLL CALL

II. INVOCATION

Commissioner George Bowman
District 1

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATION

The Laura Crandall Brown Foundation promoting Gynecologic Cancer Awareness Month — A State of Teal

V. APPROVAL OF MINUTES

August 10, 2017

VI. RESOLUTIONS: 1 – 53

Health and General Services - Commissioner Bowman

1. Resolution recommending the appointment of Mr. Norman Dixon to the North Smithfield Manor/Green Leaf Heights Fire District Board of Trustees for a term to end August 31, 2022.

Cooper Green Mercy Health Services

2. Resolution(s) authorizing the execution of the following Agreements/Amendments:

| | |
|---|----------------------------|
| a) Cintas Corporation #6777 | \$7,724.00 |
| b) One Roof #6842 | \$2,300.00 Monthly Revenue |
| c) Leland Eaton, MD #8021 | \$208,800.00 |
| d) OxyMed #8917 | \$50,000.00 |
| e) Carl Zeiss Meditec, Inc. #9478 | \$1,303.68 |
| f) Alabama Dept. of Public Health #9621 | \$63,269.00 Revenue |
| g) Dannon Training Institute #9622 | No Cost |

Community Development/Human Resource Services - Commissioner Brown

3. Resolution recommending the appointment of Jonathan Porter to the Jefferson County Economic and Industrial Development Board for the term ending September 30, 2021.
4. Resolution authorizing the execution of an Agreement with Ronald McDowell for his artistic design regarding the lobby project in the amount of \$50,000.00.

5. Resolution authorizing the execution of a Community Grant Program Agreement with Alabama 4-H Foundation in the amount of \$2,000.00. Pending the Review Process.

Human-Community Services and Economic Development

6. Resolution(s) authorizing the execution of the following WIOA Adult Agreements/Amendments:

| | |
|---|---|
| a) Training Trust 9517 Asbestos Worker Local #78 Apprenticeship | b) Affordable Truck Driving Training 9519 |
| c) Bevill State Community College 9521 | d) Calhoun Community College 9524 |
| e) Central Alabama Community College 9536 | f) Chattanooga State Community College 9538 |
| g) Construction Education Foundation of AL 9541 | h) Dental Staff School 9543 |
| i) Drake State Technical College 9550 | j) Easter Seals 9552 |
| k) ESD Trucking Driving School, LLC 9554 | l) Fortis Institute 9556 |
| m) Gadsden State Community College 9558 | n) Healthcare Connection 9561 |
| o) Herzing University 9565 | p) Jacksonville State Cont. Ed. 9569 |
| q) Jefferson County Joint Apprenticeship 9573 | r) Jefferson State Community College 9576 |
| s) Jeremiah's Hope Skill Center 9578 | t) Lawson State Community College 9580 |
| u) Marshall Technical School 9582 | v) N.E. Alabama Community College 9585 |
| w) N.W. Shoals Community College 9587 | x) New Horizons Computer Learning 9590 |
| y) Nursing Assistant Solutions 9592 | z) Phlebotomy, Inc. 9594 |
| aa) Plumbers/Steamfitters Local Union 760 9596 | bb) Shelton State Community College 9598 |
| cc) Snead State Community College 9600 | dd) University of AL-Huntsville Cont. Ed. 9602 |
| ee) Trenholm State Community College 9604 | ff) Truck Driver Institute 9606 |
| gg) University of North Alabama 9609 | hh) University of West Alabama 9611 |
| ii) Virginia College 9613 | jj) Wallace State Community College Hanceville 9615 |
| kk) Wallace State Community College Selma 9617 | |

7. Resolution(s) authorizing the execution of the following WIOA Dislocated Worker Agreements/Amendments:

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|---|---|
| a) Apprenticeship Training Trust 9518 Asbestos Worker Local #78 | b) Affordable Truck Driving Training 9520 |
| c) Central Alabama Community College 9537 | d) Calhoun Community College 9525 |
| e) Chattanooga State Community College 9539 | f) Construction Education Foundation of AL 9542 |

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|---|--|
| g) Drake State Technical College 9551 | h) Dental Staff School 9545 |
| i) Easter Seals 9553 | j) ESD Trucking Driving School, LLC 9555 |
| k) Gadsden State Community College 9559 | l) Fortis Institute 9557 |
| m) Healthcare Connection 9562 | n) Herzing University 9566 |
| o) Jefferson County Joint Apprenticeship 9575 | p) Jacksonville State Cont. Ed. 9570 |
| q) Jefferson State Community College 9577 | r) Jeremiah's Hope Skill Center 9579 |
| s) Marshall Technical School 9583 | t) Lawson State Community College 9581 |
| u) N.E. Alabama Community College 9586 | v) N.W. Shoals Community College 9589 |
| w) Nursing Assistant Solutions 9593 | x) New Horizons Computer Learning 9591 |
| y) Phlebotomy, Inc. 9595 | z) Plumbers/Steamfitters Local Union 760 9597 |
| aa) Snead State Community College 9601 | bb) Shelton State Community College 9599 |
| cc) University of AL-Huntsville Cont. Ed. 9603 | dd) Trenholm State Community College 9605 |
| ee) University of North Alabama 9610 | ff) Truck Driver Institute 9607 |
| gg) University of West Alabama 9612 | hh) Virginia College 9614 |
| ii) Wallace State Community College Hanceville 9616 | jj) Wallace State Community College Selma 9618 |

8. Resolution(s) authorizing the execution of the following WIOA Youth Agreements/Amendments:

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|---|---|
| a) Asbestos Worker Local #78 Apprenticeship Training Trust 9629 | b) Affordable Truck Driving Training 9630 |
| c) Beville State Community College 9631 | d) Central Alabama Community College 9633 |
| e) Calhoun Community College 9632 | f) Chattanooga State Community College 9634 |
| g) Construction Education Foundation of AL 9635 | h) Dental Staff School 9636 |
| i) Drake State Technical College 9637 | j) ESD Trucking Driving School, LLC 9639 |
| k) Easter Seals 9638 | l) Fortis Institute 9640 |
| m) Gadsden State Community College 9641 | n) Herzing University 9643 |
| o) Healthcare Connection 9642 | p) Jacksonville State Cont. Ed. 9644 |
| q) Jefferson County Joint Apprenticeship 9645 | r) Jeremiah's Hope Skill Center 9647 |
| s) Jefferson State Community College 9646 | t) Lawson State Community College 9648 |
| u) Marshall Technical School 9649 | v) N.W. Shoals Community College 9651 |

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| w) N.E. Alabama Community College 9650 | x) New Horizons Computer Learning 9652 |
| y) Nursing Assistant Solutions 9653 | z) Plumbers/Steamfitters Local Union 760 9655 |
| aa) Phlebotomy, Inc. 9654 | bb) Shelton State Community College 9656 |
| cc) Snead State Community College 9657 | dd) Trenholm State Community College 9659 |
| ee) University of AL-Huntsville Cont. Ed. 9658 | ff) Truck Driver Institute 9660 |
| gg) University of North Alabama 9661 | hh) University of West Alabama 9662 |
| ii) Virginia College 9663 | jj) Wallace State Community College Hanceville 9664 |
| kk) Wallace State Community College Selma 9665 | |

9. Resolution authorizing the Commission President to execute a License Agreement & Statement of Confidentiality for the Homeless Management Information System (HMIS).
10. Resolution authorizing the Commission President to execute a Full Satisfaction of Mortgage for a property owned by Joseph and Annette McKinstry.
11. Resolution authorizing the Commission President to sign the “Request for Release of Funds” form for the Rosedale Sidewalk Improvements V (CD15-03L-M-RS5) under the Community Development Block Grant Fund once the fifteen (15) day comment period has expired.
12. Resolution authorizing the Commission President to sign the Findings of No Significant Impact which is a part of the federally mandated environmental review process required for all Community Development Block Grant Fund projects. The related project is for the Rosedale Sidewalk Improvements V (CD15-03L-M-RS5).
13. Resolution authorizing the Commission President to sign the Central Alabama Partnership for Training and Employment (CAPTE) Local Workforce Development Area 4 Plan.

Personnel Board of Jefferson County

14. Resolution(s) acknowledging the following Agreements/Amendments:

| | |
|--|--------------|
| a) ADTRAV Travel Management #9620 | \$150,000.00 |
| b) Coyne Counsel & Consulting, LLC #9679 | \$25,000.00 |
| c) PeopleAdmin #9685 | \$30,612.12 |

Administrative, Public Works & Infrastructure - Commissioner Stephens

15. Resolution recommending the reappointment of Ms. Linda L. Jones to serve on the Minor Heights Fire Board for a term ending September 30, 2022.
16. Resolution(s) authorizing the execution of the following Community Grant Program Agreements:

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|--|------------|
| a) Jefferson County Board of Education | \$1,500.00 |
| b) Concord Fire District | \$2,500.00 |

Roads & Transportation

- 17. Resolution authorizing the execution of an Agreement with Weil Wrecker and Towing Services in the amount of \$45,000.00.
- 18. Recommendation for approval of requests from the following various utility companies to locate facilities on Jefferson County Right-of-Ways:
 - a) Trussville Utilities Board to install 310' of 1" gas main on 23rd Avenue NE and 1st Street NE in Center Point.
 - b) AT&T Corporation to install 245' of buried cable and 5 anchors on Quebec Drive in McDonald Chapel.
 - c) AT&T Corporation to install 658' of buried cable at 6453 Carroll Cove Parkway in McCalla.
- 19. Resolution(s) authorizing the following Courtesy Notification for the Alabama Department of Transportation:
 - a) County Project No. HSIP-I459(312)
 - b) County Project No. HSIP-I459(313)
 - c) County Project No. HSIP-I459(314)
 - d) County Project No. HSIP-I020(353)

Right-of-Way

- 20. Resolution authorizing payment for a Temporary Construction Easement for Tract 1 Womack Road Sanitary Sewer Protection Project in the amount of \$4,408.00.

Environmental Services

- 21. Resolution(s) authorizing the execution of the following Agreements/Amendments:
 - a) Hazen and Sawyer #9319 \$2,133,000.00
 - b) City of Irondale #9190 No Cost

County Attorney

- 22. Resolution(s) recommending the denial of the following vehicle damage claims:
 - a) Trina Vines
 - b) John Humphrey
 - c) John Washington
 - d) Krystal Denson
 - e) Allstate Insurance Company
- 23. Resolution(s) authorizing the payment of the following sewer backup claims:
 - a) Mitch Kessler \$1,237.50
 - b) Juanita Martinez \$2,334.96
 - c) Octavio Barragan \$15,460.94
 - d) Maria Moreno \$3,865.68
 - e) Martha Bottomley \$6,736.70
- 24. Resolution(s) recommending the denial of the following personal injury claims:
 - a) Edwina Brown
 - b) Marvin Allman

25. Resolution(s) authorizing payment of the following plumber reimbursement claims:

- a) Richard Kinsaul \$328.00
- b) Leonard Carson \$369.90

26. Resolution authorizing the settlement of the worker's compensation claim of William McFerrin in the amount of \$2,000.00.

27. Resolution(s) authorizing the settlement of the following lawsuit(s) styled:

- a) Sheila Merchant v. Jefferson County Commission, et al., CV 2015-904829 \$12,861.84
- b) Gary Townsend v. Jefferson County Commission, CV 2017-901865 \$100,000.00

Sheriff's Office

28. Resolution acknowledging receipt of an Agreement with Williford Orman Construction in the amount of \$875,500.00.

**Judicial Administration/Emergency Management/Land Planning/Finance/Information
Technology – Commissioner Knight**

29. Resolution(s) authorizing the execution of the following Community Grant Program Agreement(s):

- a) City of Morris \$500.00
- b) Crisis Center \$2,000.00
- c) Jefferson County Board of Education \$1,000.00

Circuit Clerk

30. Resolution authorizing compensation for Anne-Marie Adams as Absentee Elections Manager for the Special Primary Election for U.S. Senate held on August 15, 2017, in the amount of \$9,200.00.

31. Resolution authorizing compensation for Karen Burks as Absentee Elections Manager for the Special Primary Election for the U.S. Senate held on August 15, 2017 in the amount of \$9,200.00.

Emergency Management

32. Resolution acknowledging the receipt of the 2017 State EMPG Cooperative Agreement in the amount of \$202,146.00.

Finance

33. Approval of the Unusual Demand Report Dated 08/31/17.

34. Resolution(s) authorizing the approval of the Jefferson County Commission Budget "Fiscal Year 2018".

35. Resolution authorizing the Holiday Schedule which declares the official holidays for County employees for the Fiscal Year 2017 – 2018.

36. Resolution authorizing salary adjustments as listed within the resolution for the Fiscal Year 2017 – 2018.

37. Resolution authorizing the 2017 – 2018 ad valorem receipts to be paid to the Jefferson County Health Board.

38. Resolution authorizing the annual salary increase of the appointed Clerk Tax Assessor Bessemer (Classification 094606), effective on the second pay day in Fiscal Year 2017 -2018.

39. Resolution approving the Commuting Vehicle Usage by Department Authorization Forms Summary for Fiscal Year 2017 – 2018.

40. Resolution stating that the following Equipment Shop Charges become effective on October 1, 2017.

| | |
|--|---------|
| • Shop Charge per Mechanic Hour (Internal) | \$44.78 |
| • Shop Charge per Mechanic Hour (External) | \$50.83 |
| • Parts Surcharge Percent of Cost (Internal) | 19.80% |
| • Parts Surcharge Percent of Cost (External) | 22.50% |
| • Motor Pool Per Mile (Internal Only) | \$ 0.13 |
| • Motor Pool Per Day (for over 24 hours or Mileage whichever is greater) | \$17.50 |

Purchasing

41. Approval of the Purchasing Agenda Report for the week of 07/28/17 – 08/03/17, 08/04/17 – 08/10/17, and 08/11/17 – 08/17/17.

42. Approval of Amendment No. 1 to the Purchasing Agenda Report for the week of 08/11/17 – 08/17/17.

43. Approval of the Encumbrance Report for the week of 07/28/17 – 08/03/17, 08/04/17 – 08/10/17, and 08/11/17 – 08/17/17.

44. Resolution to ratify the following Credit Card Statement(s):

- a) Regions Bank Closing Date July 31, 2017
- b) JCECU Bank Closing Date August 3, 2017

45. Approval of the following Fixed Asset Transactions:

List of Disposals for Obsolete Equipment

| <u>ORG Name</u> | <u>ORG Number</u> |
|---------------------------------------|-------------------|
| Capitalized Assets General Government | 90000010 |
| Capitalized Assets Public Safety | 90000020 |
| Capitalized Assets - Health | 90000040 |
| Capitalized Assets – Personnel Board | 70111720 |

46. Resolution(s) authorizing the following Agreement(s):

- a) Glicksman Consulting #4716 \$3,250.00
- b) USI Insurance Services, LLC #6550 \$21,500.00

Budget Management Office

47. Approval of the Staff Development Report:

MULTIPLE STAFF DEVELOPMENT

Information Technology

- a) Ray Randle 1,392.15
- b) Roosevelt Butler 1,630.45
- c) Phillip Richards 1,392.15
- d) Jereld Bensko 1,392.15
- e) Keith Gullede 1,492.15

Motorola Testing of New Equipment
Schaumburg, IL – September 18-20, 2017

| | |
|---------------------------------------|--------|
| Revenue | |
| f) Darrick Williams | 200.00 |
| g) Michael Humber | 200.00 |
| CROAA Training Class | |
| Orange Beach, AL – August 21-25, 2017 | |

INDIVIDUAL STAFF DEVELOPMENT

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| Board of Equalization | |
| h) Eric Wolfe | 610.00 |
| IAAO 201 Appraisal of Land | |
| Hoover, AL – March 20-24, 2017 | |
| Board of Registrars | |
| i) Barry Stephenson | 323.33 |
| Registrars Election Meeting | |
| Tuscaloosa, AL – October 26-27, 2017 | |
| Commissioner, District 4 | |
| j) Joe Knight | 953.00 |
| Rating Agencies | |
| New York, Boston – July 27-28, 2017 | |
| k) Joe Knight | 268.94 |
| World Games | |
| Gulfport, MS – July 13-14, 2017 | |
| Commissioner, District 5 | |
| l) Othell Phillips | 224.00 |
| ACCA Convention | |
| Orange Beach, AL – August 22-25, 2017 | |
| Community and Economic Development | |
| m) Derek Marshall | 1,930.50 |
| Youth Development Symposium | |
| Chicago, IL – October 29 – November 1, 2017 | |
| Cooper Green | |
| n) Peter Wilson | 300.00 |
| Financial Reporting | |
| Birmingham, AL – September 26-27, 2017 | |
| County Manager | |
| o) Tony Petelos | 163.50 |
| Rating Agencies | |
| Chicago, New York, Boston – June 22-28 | |
| County Attorney | |
| p) Theo Lawson | 767.50 |
| World Games Planning | |
| Wroclaw, Poland – July 25 - August 1, 2017 | |
| Information Technology | |
| q) Roosevelt Butler | 1,363.45 |
| Global CIO Summit | |
| Miami, FL – September 10-13, 2017 | |

| | |
|--|----------|
| r) Keith Gullede Routing and Switching Boot Camp Atlanta, GA – October 15-20, 2017 | 1,750.56 |
| s) Willie Wright Agile Scrum Master Online Course – August 2017 | 899.00 |
| t) Xavier Purdue Implementing Cisco Los Angeles, CA – October 1-7, 2017 | 2,652.16 |
| Revenue | |
| u) Scott Smith ALTIST Class Hoover, AL – September 8, 2017 | 175.00 |
| v) Scott Moore ACCA Convention Orange Beach, AL – August 22-25, 2017 | 1,645.23 |
| w) Charles Bell CRE Class Hoover, AL – September 8, 2017 | 175.00 |
| x) Edgar Woodis Tax Audit Atlanta, GA – September 24-29, 2017 | 1,620.15 |

FOR INFORMATION ONLY

| | |
|---|----------|
| Personnel Board | |
| y) Claudia Johnson Workday HCM Fundamentals Atlanta, GA- August 14-18, 2017 | 1,182.20 |
| z) Sheryl Campbell Workday HCM Fundamentals Atlanta, GA – August 28 – September 1, 2017 | 1,187.83 |
| aa) Ayla Russell Workday HCM Fundamentals Atlanta, GA – September 18-22, 2017 | 1,161.92 |
| Sheriff | |
| bb) Kimberly Holmes SSGT Vanguard Level 1 Tuscaloosa, AL – September 11-15, 2017 | 873.46 |
| cc) Donald Marcrum Special Operations Supervisors Training Conference Nashville, TN – September 24-29, 2017 | 1,724.76 |
| dd) Jude Washington Alabama Narcotics Officers Association Orange Beach, AL – August 28-31, 2017 | 771.00 |

ee) Jeff Stewart 395.00
Crime Analysis
Online Course – August 28 – November 19, 2017

ff) Christopher Norris 570.10
Chemical Weapons Instructor
Selma, AL – September 13-14, 2017

48. Other Budget Transactions:
For Information Only-

a) Sheriff department \$131,627.00
Shift funds from Sheriff's General Fund to the Capital Fund for phase 2 of the Metro Area Crime Center, the Criminal division relocation and renovation, and the architectural services.
No Additional Funds Required

Pension Board

49. Resolution authorizing payment of pension contribution and County match due to granted military leave of absence for Darrick P. Williams in the amount of \$3,562.72.

State Courts

50. Resolution authorizing the County to act as disbursing agent in order to process payment to Contractor for pre-trial services.

Information Technology

51. Resolution(s) authorizing the execution of the following Agreements/Amendments:
a) Xerox Corporation #7427 \$33,768.00
b) SHI International Corporation #7680 \$6,070.61

Business Development - Commissioner Carrington

52. Resolution recommending the following reappointments to the Jefferson County Economic and Industrial Development Authority Board:

Raymond Gotlieb October 1, 2017 – September 30, 2019
Steve Ammons October 1, 2017 – September 30, 2021
Lamar Smith (At Large) October 1, 2017 – September 30, 2021

53. Resolution authorizing the execution of a Community Grant Program Agreement with Red Mountain Theatre Company in the amount of \$1,850.00.

VII. NEW BUSINESS FOR UNANIMOUS CONSENT AND CONSIDERATION:

1. Resolution authorizing the transfer of surplus vehicles referenced as AO36035 and AO36010 to the City of Lipscomb.

VIII. COMMENTS

A. County Attorney: Theo Lawson
B. County Manager: Tony Petelos