

**COMMITTEE MEETING  
March 17, 2015**

**(For Commission Approval on March 19, 2015)**

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**COMMITTEE MEETINGS**  
**March 17, 2015**

**For Commission Approval on March 19, 2015**

*All items appearing have been approved by the County Attorney and County Manager unless otherwise designated.*

**In Attendance:**

___	Commissioner Bowman	___	Commissioner Brown
___	Commissioner Stephens	___	Commissioner Knight
___	Commissioner Carrington	___	County Manager Petelos

**HEALTH & GENERAL SERVICES COMMITTEE**  
**Chairman – Commissioner George Bowman**

**COOPER GREEN MERCY HEALTH SERVICES**  
*Mr. Roger McCullough*

*No items submitted.*

**CORONER**  
*Dr. Gregory Davis*

*No items submitted.*

**GENERAL SERVICES**  
*Mr. Jeff Smith*

*No items submitted.*

**ANIMAL CONTROL**

*No items submitted.*

**TAX ASSESSOR**  
*Hon. Gaynell Hendricks/Hon. Andrew Bennett*

*No items submitted.*

**TAX COLLECTOR**  
*Hon. J.T. Smallwood/Hon. Grover Dunn*

*No items submitted.*

**DISTRICT 1 REPORT/OTHER BUSINESS**  
*Commissioner Bowman*

**COMMUNITY DEVELOPMENT & HUMAN RESOURCE SERVICES COMMITTEE**  
**Chairman – Commissioner Sandra Little Brown**

**HUMAN RESOURCES**

*Dr. Ronald Sims*

*No items submitted.*

**OFFICE OF SENIOR CITIZENS SERVICES**

*No items submitted.*

**COMMUNITY DEVELOPMENT/WORKFORCE DEVELOPMENT**

*Dr. Frederick Hamilton*

1. Resolution authorizing Commission President to sign the "Request for Release of Funds" form for the McAdory Storm Shelter Project under the Community Development Block Grant Recovery Fund once the fifteen (15) day comment period has expired. The release form is a part of the federally mandated Environmental Review process.
2. Resolution authorizing the Commission President to sign the Finding of No Significant Impact for the McAdory Storm Shelter. Findings of No Significant Impact are a part of the federally mandated environmental review process required for all Community Development Block Grant Disaster Recovery Fund projects.
3. Resolution authorizing Commission President to sign the "Request for Release of Funds" form for the Brighton Mini Park Improvements Project under the Community Development Block Grant Fund once the fifteen (15) day comment period has expired. The release form is a part of the federally mandated Environmental Review process.
4. Resolution authorizing the Commission President to sign the Finding of No Significant Impact for the Brighton Mini Park Improvements Project. Findings of No Significant Impact are a part of the federally mandated environmental review process required for all Community Development Block Grant Fund projects.
5. Resolution proclaiming April, 2015 as Fair Housing Month in Jefferson County, Alabama for the significance of fair housing to our way of life and encouraging all residents to observe and support both the letter and spirit of the Fair Housing Law as an expression of the individual rights guaranteed by the United States Constitution. The month of April is recognized throughout these United States of America as Fair Housing Month.
6. Resolution authorizing the Commission President to sign the WIOA application for Jefferson County as a Local Area.

7. Resolution to authorize the Commission President to sign the CDBG NDR application and other related application documents; and commits the County Commission to \$250,000.00 if the grant is approved for funding.

**FAMILY COURT**

*Judge Raymond Chambliss/Mr. Ronald Truss*

*No items submitted.*

**YOUTH DETENTION**

*Mr. Tommy Rouse*

*No items submitted.*

**PERSONNEL BOARD OF JEFFERSON COUNTY**

*Mr. Lorren Oliver*

8. **Birmingham Barons, LLC. - Contract #7119**  
Become a corporate partner with the Birmingham Barons to advertise Merit System positions. **(Acknowledgment Only)**

Contract Term:	04/09/15 - 09/07/15
Original Budget:	\$143,500.00
Current Remaining Budget:	\$64,739.20
Requested Amount:	\$27,000.00
Remaining Budget after Requested Amount:	\$37,739.20
30 Day Cancellation:	Yes

**ALABAMA COOPERATIVE EXTENSION**

*Ms. Joann Wissinger*

*No items submitted.*

**DISTRICT 2 REPORT/OTHER BUSINESS**

*Commissioner Brown*

**ADMINISTRATIVE, PUBLIC WORKS & INFRASTRUCTURE COMMITTEE**  
**Chairman – Commissioner Jimmie Stephens**

**ROADS & TRANSPORTATION**

*Ms. Tracy Pate*

1. **ALDOT – Project# ACAA62947-ATRP(009), Resurfacing Minor Parkway from Crumley Chapel to US-78 – Contract #7102**

ALDOT Project No. ACAA62947-ATRP(009), Agreement with the State to cooperate in the resurfacing on Minor Parkway from Crumley Chapel Road to US-78.

Contract Term:	From the date of execution until completion
Original Budget:	\$255,626.00
Current Remaining Budget:	\$217,726.00
Requested Amount:	\$217,726.00
Remaining Budget after Requested Amount:	\$0.00
30 Day Cancellation:	Yes

2. **Right-Of-Way**

- a. 5300 – Resolution for payment to The Department of Housing and Urban Development – Tr. No. 20 for the acquired right-of-way and temporary construction easement on the Patton Chapel Road Widening – Phase III, Project No. STPBH-7020(601) in the amount of \$700.00

3. **Resolutions**

- a. 2601 – Resolution identifying surplus County Equipment & authorizing disposal of said equipment via sale to Sumter County of Alabama.

4. **Other Business**

- a. 5700 – Request to temporarily close Jackson Road between New Castle Road and Narrows Road in order to remove a corroded corrugated metal drainage culvert and replace it with a reinforced concrete culvert. The road will be closed on Monday, March 23 through Friday March 27, 2015 to complete the removal and installation of the culvert
- b. 5700 – Request to temporarily close Happy Top Road between Morris Majestic Road and Creel Road in order to remove a corroded corrugated metal drainage culvert and replace it with a reinforced concrete culvert. The road will be closed on Monday, April 6 through Friday April 10, 2015 to complete the culvert removal and replacement construction.

5. **City of Maytown - Contract #7173**

Through Road Agreement. To provide maintenance for CR-110, Shady Grove Rd, from Hwy 269 northerly through city limits, and CR-57, Mulga Loop Rd, from Hwy 269 northerly through city limits.

**ENVIRONMENTAL SERVICES**

*Mr. David Denard*

**6. Volkert, Inc. - Contract #7108**

The Professional Engineering Services for WWTP Bridge Inspections contract provides for the inspection of four bridges located at the Leeds, Trussville, Valley, and Village WWTPs in accordance with National Bridge Inspection Standards and the State of Alabama requirements.

Contract Term:	3 months
Original Budget:	\$9,438,948.15
Current Remaining Budget:	\$6,595,487.33
Original Contract Amount:	\$19,900.00
Remaining Budget after Requested Amount:	\$6,575,587.33
30 Day Cancellation:	Yes

**STORM WATER MANAGEMENT**

*Ms. Zhaleh McCullers*

- 7. Report on roadside clean-up.

**COUNTY ATTORNEY**

*Ms. Carol Sue Nelson*

- 8. Resolution denying tire damage claim of Bonnie Waters.
- 9. Resolution approving payment of plumber reimbursement claim of Bonds Rental Partnership in the amount of \$21,388.02.
- 10. Resolution approving payment of sewer backup claim of Carol Williams in the amount of \$3,977.28.
- 11. Resolution approving payment of lost wages claim of Geraldine Jones in the amount of \$1,833.80.
- 12. Resolution approving payment of sewer backup claim of Annie Wilson in the amount of \$1,287.43.
- 13. Resolution approving payment of plumber reimbursement claim of Centerpiece Enterprises in the amount of \$769.00.
- 14. Resolution calling for a Public Hearing on April 9, 2015, at the Regular Meeting of County Commission to consider a petition for annexation of property by the Rocky Ridge Fire District.

**SHERIFF'S OFFICE**

*Sheriff Mike Hale*

*No items submitted.*

**DISTRICT 3 REPORT/OTHER BUSINESS**

*Commissioner Stephens*

15. Resolution to reappoint Mr. Jim Lowery to the McCalla Area Fire District Board of Trustees for the term ending November 2019.
16. Lease from McAdory Fire District to Jefferson County for a sheriff's substation.
17. Community Grant Agreement – Hueytown High School Football Community Enrichment Program

**JUDICIAL ADMINISTRATION, EMERGENCY MANAGEMENT & LAND PLANNING COMMITTEE**

**Chairman – Commissioner Joe Knight**

**EMERGENCY MANAGEMENT AGENCY**

*Mr. Jim Coker*

*No items submitted.*

**BOARD OF REGISTRARS**

*Mr. Barry Stephenson*

*No items submitted.*

**INSPECTION SERVICES**

*Mr. Bill Mullins*

*No items submitted.*

**LAND PLANNING & DEVELOPMENT SERVICES**

**1. Zoning Cases**

- A. Z-2015-002** Katrina Jarboe, owner; requests a change of zoning on Parcel ID# 40-08-4-001-007.001, in Section 8 Twp 19 South Range 2 West from R-2 (Single Family) to A-1 (Agricultural) to allow for the keeping of horses on a residential property. (Case Only: 4997 Coshatt Drive, Birmingham, AL 35244)(ACTON)(13.3 Acres M/L)

**RECOMMENDATION:** Approval

**STAFF RECOMMENDATION:** Approval with a covenant: No mobile homes shall be permitted for any purpose other than temporary emergency relief.

- B. Z-2015-003** McAdory Area Fire District, owners; David Arrington, agent; requests a change of zoning on Parcel ID# 43-14-3-000-006.002, in Section 14 Twp 20 South Range 5 West from A-1 (Agricultural) to INSTITUTIONAL-2 for a fire station and sheriff's substation. (Case Only: 5977 Eastern Valley Road, McCalla AL 35111)(MCCALLA)(7.6 Acres M/L)

**RECOMMENDATION:** Approval with covenants: 1. Any exterior lighting shall be directed downward; 2. any freestanding sign on the property shall be a monument sign; and, 3. the old construction drive and culvert shall be removed and the owner shall remove the beaver dams on the property.

**DISTRICT ATTORNEY**

*Hon. Brandon Falls / Hon. Arthur Green*

*No items submitted.*

**PROBATE COURT**

*Judge Alan King*

*No items submitted.*

**STATE COURTS**

*Judge Houston Brown*

*No items submitted.*

**LAW LIBRARY**

*No items submitted.*

**CIRCUIT CLERK**

*Ms. Anne-Marie Adams*

*No items submitted.*

**911 EMERGENCY COMMUNICATIONS DISTRICT**

*Mr. Howard Summerford*

*No items submitted.*

**DISTRICT 4 REPORT/OTHER BUSINESS**

*Commissioner Knight*

**FINANCE, INFORMATION TECHNOLOGY & BUSINESS DEVELOPMENT**  
**Chairman – Commissioner David Carrington**

**FINANCE**

*Mr. George Tablack*

1. Unusual Demand Report dated 03/19/15

**PURCHASING**

*Mr. Michael Matthews*

2. Purchasing Agenda:
  - A. Week of 02/24/15 – 03/02/15
  - B. Week of 03/03/15 – 03/09/15
3. Purchasing Exception Report:
  - A. Week of 02/24/15 – 03/02/15
  - B. Week of 03/03/15 – 03/09/15
4. Encumbrance Report:
  - A. Week of 02/24/15 – 03/02/15
  - B. Week of 03/03/15 – 03/09/15
5. Credit Card Statement Closing for February 2015 will appear on the April 7, 2015 Agenda. (**Acknowledgment Only**)

**REVENUE**

*Mr. Travis Hulsey*

*No items submitted.*

**BUDGET MANAGEMENT OFFICE**

*Ms. Tracie Hodge*

*The following staff requests have been received in the Budget Management Office. Our analyses of the budgets affected by these requests indicate that sufficient funds are available to make these advances.*

**INDIVIDUAL STAFF DEVELOPMENT**

**Budget Management Office**

6. Tracie Hodge \$1,962.50  
GFOA Annual Conference  
Philadelphia, PA – May 31 – June 3, 2015  
Continuing Education

**Community and Economic Development Grant Funds**

- |    |   |            |
|----|---|------------|
| 7. | Sharon Youngblood<br>SMART Financial Grants Management 2015<br>Atlanta, GA – March 31 – April 2, 2015 | \$554.72   |
| 8. | Paula Potter<br>NAWDP Annual Conference<br>Las Vegas, NV – May 3-7, 2015                              | \$1,803.10 |

**Finance**

- |    |  |            |
|----|--|------------|
| 9. | George Tablack<br>GFOA Annual Conference<br>Philadelphia, PA – May 31 – June 3, 2015 | \$2,924.30 |
|----|--|------------|

**General Services**

- |     |  |            |
|-----|--|------------|
| 10. | Paul Reynolds<br>Level 1 Thermographic Applications<br>Huntsville, AL – March 29 – April 3, 2015<br>Continuing Education | \$2,600.85 |
|-----|--|------------|

**Revenue**

- |     |  |            |
|-----|--|------------|
| 11. | Eddie Woodis<br>Altist Course Special Topics 1 & 2<br>Hoover, AL – May 1, 2015<br>Continuing Education   | \$150.00   |
| 12. | Eddie Woodis<br>Examination Tools and Techniques<br>Hoover, AL – May 20-22, 2015<br>Continuing Education | \$250.00   |
| 13. | Charles Bell<br>Tax Audit<br>Atlanta, GA – March 29 – April 3, 2015                                      | \$1,185.00 |
| 14. | Charles Bell<br>Tax Audit<br>Atlanta, GA – April 5-10, 2015  | \$1,185.00 |

**FOR INFORMATION ONLY****Personnel Board**

- |     |  |            |
|-----|--|------------|
| 15. | Cynthia Holiness<br>Association of Government Accountants Conference<br>Nashville, TN – July 12-15, 2015 | \$1,779.94 |
|-----|--|------------|

**Sheriff**

- 16. Brian Reeves \$75.00  
Inmate Management  
Montgomery, AL – April 15-17, 2015
  
- 17. Ryan Murkerson \$175.00  
CDR Technician Level 1 & 2  
Fultondale, AL March 23-24, 2015
  
- 18. Richard Reid \$295.00  
First Line Supervision  
Birmingham, AL – April 7-9, 2015
  
- 19. David Agee \$1,132.70  
Police Management SE Law Enforcement Executive Development  
Florence, AL – September 21-25, 2015
  
- 20. Bonita Mitchell \$322.88  
Searches, Disciplines for Minor/Major Offenses  
Montgomery, AL – July 14-16, 2015

**FOR INFORMATION ONLY**

- 21. **EMA** \$5,000.00  
Increase revenues and expenditures to record the sale of shelving to Cahaba Brewing Company.
  
- 22. **EMA** \$169.50  
Increase revenues and expenditures to record a hazmat reimbursement from B'ham Fire for an incident on 2/4/15.

**INFORMATION TECHNOLOGY**

*Mr. Roosevelt Butler*

- 23. **Microsoft Software Asset Management (SAM) – Contract #7116**  
Assist the County in an inventory of Microsoft software licenses through the usage of asset management services and develop a software license renewal plan.

Contract Term:	04/01/15 – 05/29/15
Original Budget:	\$0.00
Current Remaining Budget:	\$0.00
Requested Amount:	\$0.00
Remaining Budget after Requested Amount:	\$0.00
30 Day Cancellation:	Yes

**BUSINESS DEVELOPMENT**

*No items submitted.*

**BOARD OF EQUALIZATION**

*Ms. Jane Mardis*

*No items submitted.*

**JEFFERSON COUNTY PENSION BOARD**

*Ms. Cathy Crumley*

*No items submitted.*

**TREASURER**

*Hon. Mike Miles/Hon. Sherry McClain*

*No items submitted.*

**DISTRICT 5 REPORT/OTHER BUSINESS**

*Commissioner Carrington*