

MINUTES, LIMESTONE COUNTY COMMISSION, NOVEMBER 5, 2012

The Limestone County Commission met in a regular meeting today, at 10:00 a.m. at the Clinton Street Courthouse Annex, 100 South Clinton Street, Athens, Alabama.

PRESENT: Gary Daly, Gerald Barksdale, James W. "Bill" Latimer, and Bill Daws.
Absent: None. Stanley Menefee, Chairman presided.

Chairman Menefee welcomed Steve Turner, who will be the new commissioner in District 2, and announced that today is Commissioner Gerald Barksdale's last Commission Meeting.

The meeting began with the Pledge of Allegiance.

MOTION was made by James W. "Bill" Latimer and seconded by Bill Daws to approve the minutes of October 15 & 31, 2012.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Gerald Barksdale and seconded by Gary Daly to approve the following claims

10/12/12	Check # 21430 - 21491	\$ 475,505.52
10/19/12	Check # 21492 - 21598	\$1,185,502.55
10/26/12	Check # 21599 - 21640	\$ 307,918.08
10/30/12	Check # 21641 - 21711	<u>\$ 772,672.02</u>
	TOTAL	\$2,741,598.17

with detailed claims of the above being on file for review upon request to the County Administrator.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to authorize the Chairman to execute the annual TARCOG Area Agency on Aging Contract, in the amount of \$118,812.00.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by James W. "Bill" Latimer and seconded by Bill Daws to accept the Hazard Mitigation Grant (1971-413) for a Community Safe Room at 15199 Browns Ferry Road, with the total amount being \$212,740.00 with a Federal share of \$159,555.00 and a County Share \$53,185.00.

MINUTES, LIMESTONE COUNTY COMMISSION, NOVEMBER 5, 2012

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Gerald Barksdale and seconded by Gary Daly to award the following bid proposals to the lowest responsible bidder meeting specifications as follows:

Proposal No.	Item	Awarded To	Amount
2407	Voter Education Web Portal	SOE Software	*Clarity Voter Education Web Portal Total First Year Cost: \$49,300.00 Ongoing Annual Assurance 2017: \$4,900.00 *Online Poll worker Training Total First Year Cost: \$53,400.00 Ongoing Annual Assurance 2017: \$5,200.00 *Clarity Voter-Ed Web Portal & Online Training Total First Year Cost: \$92,430.00 Ongoing Annual Assurance 2017: \$10,100.00
2408	Printing (License Comm.)	Currie Systems	\$171.84

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to transfer Lance Royals to Investigator/Evidence Technician at the Sheriff's Department.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Gerald Barksdale and seconded by Gary Daly to transfer Johnny Smith to Nutrition Site Manager at the East Limestone Senior Center.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to promote Josh McLaughlin to Lieutenant at the Sheriff's Department.

MINUTES, LIMESTONE COUNTY COMMISSION, NOVEMBER 5, 2012

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Gerald Barksdale and seconded by Gary Daly to approve Family Medical Leave for Kenny Thompson beginning October 30, 2012 until December 31, 2012.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to approve the following job description for District Clerk, Grade 6.

LIMESTONE COUNTY Job Description

Grade: VI

Title: District Clerk

Department: District II

Job Analysis: October, 2012

Approved: November 5, 2012

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all-inclusive. The employee may be assigned other duties that are not specifically included.

Relationships

Reports to: District II Commissioner

Subordinate Staff: None

Internal Contacts: Co-Workers, Supervisors, Department Heads, County Employees, and Commissioners

External Contacts: General Public, Vendors

Job Summary

Provide reception and referral to incoming customers and calls. Types various correspondences, including but not limited to letters and reports. Maintain filing systems.

MINUTES, LIMESTONE COUNTY COMMISSION, NOVEMBER 5, 2012

Job Domains

1. Greets visitors.
2. Answer telephone. Provide assistance, routes callers and relays messages.
4. Receives and dispatches radio messages for county road department.
5. Documents daily district activities onto computer spread sheet.
6. Verifies time card and forwards to Human Resources.
7. Prepares requisitions and obtains purchase orders.
8. Requests utility and cable line locates for various projects.
9. Maintain office equipment and order supplies.
10. Prepares and types various correspondence and forms.
11. Maintain filing system.
12. Distributes mail.

Knowledge, Skills and Abilities

(*Can be acquired on the job)

1. General knowledge of accounting and computer operations.
2. *Knowledge of county rules, regulations, policies and procedures.
3. Ability to effectively communicate with general public, vendors, officials, supervisors and co-workers in person, over telephone and two-way radio.
4. Skills to operate office equipment.
5. Writing skills to complete forms, reports and records.
6. Math skills to perform basic mathematical operations.
7. Reading skills to read and understand rules, regulations, policies/procedures and computer operations manuals.
8. Ability to input data accurately and quickly.
9. *Knowledge of Alabama State laws pertaining to operation of department.

Other Characteristics

1. Ability to work overtime to complete work as required.
2. Ability to travel as required.
3. High school diploma or its equivalent.
4. Minimum of two years experience or training in computer.
5. Possess a valid driver's license.

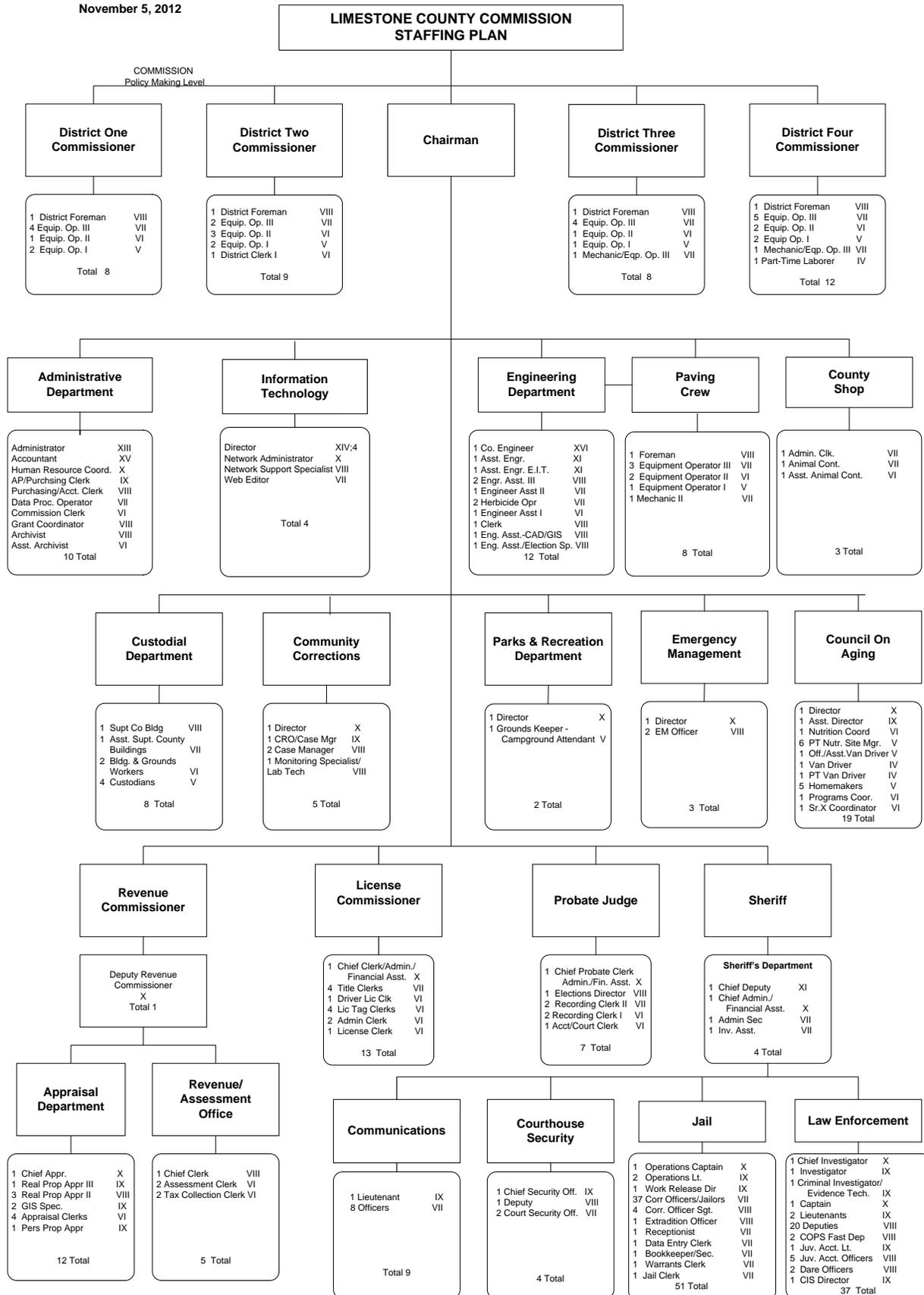
The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to amend the Staffing Plan for District II:

- Remove 1 Foreman
- Remove 1 Equipment Operator II
- Remove Mechanic/Equipment Operator III
- Add 1 District Clerk, Grade 6

MINUTES, LIMESTONE COUNTY COMMISSION, NOVEMBER 5, 2012

November 5, 2012



MINUTES, LIMESTONE COUNTY COMMISSION, NOVEMBER 5, 2012

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Gerald Barksdale and seconded by Gary Daly to employ Felicia Powers as a Part-Time Van Driver for Council on Aging.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Gerald Barksdale and seconded by Gary Daly to approve the following subdivision:

Name	S/D Type	Approval Type	Lots	District	Location
Mayberry Drive Sub.	Minor	Preliminary & Final	10	2	North of US Hwy 72 on north & west side of Mayberry Drive

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to amend the Limestone County Event Center fee schedule to include an all day rate of \$500.00 for non-profit organizations and schools.

C. FEE SCHEDULE

Sunday – Thursday

- First hour \$ 200.00
- Each additional hour \$ 75.00
- Setup, tear down and cleanup \$ 20.00 per hour, per person
- Security deposit \$ 150.00
- Security personnel \$ 30.00 per hour, per officer

Friday and Saturday

- Four hours or less \$ 200.00 per hour
- Five to eight hours \$ 250.00 per hour
- All day fee \$2,200.00
- All day fee for non-profits and schools \$ 500.00
- Setup, tear down and cleanup \$ 20.00 per hour, per person
- Security deposit \$ 300.00
- Security personnel \$ 30.00 per hour, per officer

MINUTES, LIMESTONE COUNTY COMMISSION, NOVEMBER 5, 2012

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Gerald Barksdale and seconded by James W. "Bill" Latimer to reimburse Shireman's Barber Shop, at the L & S Property, for the difference in a 1" tap and a 5/8" tap, in the amount of \$41.32.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to approve a two week extension for a residential resident at the L & S Property.

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to approve the following holiday schedule for County employees:

Thanksgiving	November 22 & 23, 2012
Christmas	December 24 & 25, 2012
New Year's	December 31, 2012 & January 1, 2013

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MOTION was made by Bill Daws and seconded by James W. "Bill" Latimer to remove the following items from inventory in the Engineering Department:

- MPC Tower Computer - Inventory # 4077
- IBM Thinkpad 390X Computer
- ACER Power FH Computer
- Dell Optiplex GX620 Computer

The Chairman asked if there was any discussion. There was no discussion. The Chairman called the roll. Gary Daly, aye; Gerald Barksdale, aye; James W. "Bill" Latimer, aye; and Bill Daws, aye. Motion carries unanimously.

MINUTES, LIMESTONE COUNTY COMMISSION, NOVEMBER 5, 2012

Chairman Menefee affirmed, based on the recommendations from Dr. Joe Eakes, horticulturist and professor at Auburn University, and the possibility of liability, he has decided to accept bids for the removal of two Atlas Cedars at the Courthouse. He would like to check on preserving some use of the trees by possibly using inside the Courthouse. Chairman Menefee avowed that there's personal liability that comes with this job when you fail to act on a recommendation.

Commissioner Daws stated he would like to check with local tree trimmers about cutting the trees back. Commissioner Daly said whatever the Chairman would like to do, but the tree on the east side is dangerous and needs to go. The tree on the west side could possibly be saved. Commissioner Barksdale stated whatever the Chairman decides and he agreed with the Chairman that the lumber from the trees could be used for keepsakes to preserve the trees' history. Commissioner Latimer stated the east side tree needs to go and possibly look at the west side to see if it's feasible to prune back. He said, if a tree in a district looks like that one, we cut it down.

Steve White, a local resident who disagreed with claims that the trees are life threatening, asked the Chairman, "Are you going to cut down the oak trees at the courthouse too? Are you going to cut down all the trees in Athens?"

Chairman Menefee said, "I'm not a tree hater, and I don't love to cut trees down". "I'm going to go ahead and let bids for the removal of the trees, and I'm open to preserving them. But I don't think they're as old as people say they are, and I don't think any Civil War deals took place under them." He said he would reevaluate the west side tree, but there comes a time in life when you have to do what you have to do, and these trees are a problem.

Chairman Menefee commended Commissioner Barksdale for his 20 years of service to Limestone County and wished him well in his retirement. He expressed his gratitude for the good he had done for District 2 and the County as a whole.

All the Commissioners stated it had been a pleasure working with Commissioner Barksdale.

Commissioner Barksdale thanked everyone for their comments and stated it had been a pleasure to serve on the Commission. He said, "I came on the Commission with a dream to have the best roads we could possibly have in District 2. The roads aren't perfect, but we've had such growth in District 2, you have to wonder. Limestone County is a great place to live and raise a family." He thanked the citizens for allowing him to serve for the past 20 years. He thanked the commission staff, Chairman Menefee and all the Commissioners.

Recessed at 10:46 a.m. until 10:00 a.m. on Wednesday, November 14, 2012 at the Washington Street Courthouse Annex, 310 West Washington Street, Athens, AL.