

**MINUTES, LIMESTONE COUNTY COMMISSION, APRIL 3, 2017**

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: Stanley Hill, Steve Turner, and Jason Black. Absent: Ben Harrison. Mark Yarbrough, Chairman presided.

The meeting began with the Pledge of Allegiance.

**MOTION** was made by Jason Black and seconded by Steve Turner to approve the minutes of March 20 & 29, 2017.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Steve Turner, aye; and Stanley Hill, aye. Motion carries unanimously.

**MOTION** was made by Steve Turner and seconded by Stanley Hill to approve the following claims

3/17/17	Check # 42854 – 42855	\$ 2,307.68
3/24/17	Check # 42856 – 42922	\$ 886,216.97
3/31/17	Check # 42923 – 43033	<u>\$1,233,020.55</u>
	TOTAL	\$2,121,545.20

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 Administrator called the roll. Steve Turner, aye; Stanley Hill, aye; and Jason Black, aye. Motion carries unanimously.

**MOTION** was made by Jason Black and seconded by Steve Turner to approve the following resolution Designating Limestone County as an Additional Rail Service Area in which the Huntsville and Madison County Railroad Authority May Render Rail Transportation Service.

**RESOLUTION OF THE LIMESTONE COUNTY COMMISSION  
DESIGNATING LIMESTONE COUNTY, ALABAMA  
AS AN ADDITIONAL RAIL SERVICE AREA IN WHICH  
THE HUNTSVILLE AND MADISON COUNTY RAILROAD  
AUTHORITY MAY RENDER RAIL TRANSPORTATION SERVICE**

WHEREAS, 1984 Alabama Acts 179 (presently codified as Sections 37-13-1 to 21 of the Alabama Code of 1975, as last amended), provides for the organization and operation of public corporations as authorities for the provision and rendering of rail transportation services in the State of Alabama;

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WHEREAS, pursuant to said 1984 Alabama Acts 179, The Huntsville and Madison County Railroad Authority, an Alabama non-profit, public corporation (herein referred to as the "Authority") was duly formed and came into existence as a body corporate on May 24, 1984 as evidenced by the Certificate of Incorporation of The Huntsville and Madison County Railroad Authority, an Alabama non-profit, public corporation, dated May 22, 1984, filed for record May 24, 1984, as Instrument Number 043917, and recorded in Corporation Book 75 at pages 900-06 in the Office of the Judge of Probate of Madison County, Alabama (herein referred to as the "Certificate of Incorporation"), which was approved and authorized by duly enacted resolutions of its authorizing subdivisions, i.e., City of Huntsville, a municipal corporation within the State of Alabama, and Madison County, Alabama (the "Authorizing Subdivisions"); and

WHEREAS, The Certificate of Incorporation of the Authority provides in pertinent part that;

"(6) The corporation shall have all powers conferred on corporations organized under said Act No. 84-179 and any amendment thereof hereafter made, and all other powers conferred upon corporations generally by the laws of Alabama not in conflict with the said Act No. 84- 179, as it now exists or as it may be hereafter amended, provided however, ...."

WHEREAS, Section 1. of said 1984 Alabama Acts 179 provides in pertinent part;

"When used in this chapter, unless the context plainly indicates otherwise, . . . the following words and phrases shall have the meanings respectively ascribed to them by this section.

(1) ADDITIONAL RAIL SERVICE AREA. Any territory that is outside the boundaries or corporate limits, as the case may be, of any of its authorizing subdivisions and that the governing body of the county, and of any city or town, in which such territory is located has by resolution designated as an area in which the authority may render rail transportation service.

(13) RAIL TRANSPORTATION SERVICE. Both freight and passenger rail service."

WHEREAS, Section 7. of said 1984 Alabama Acts 179 provides in pertinent part:

(7) To plan, establish, acquire (by purchase, gift, lease, or devise), construct, enlarge, reconstruct, improve, operate, maintain, replace, repair, extend, improve, regulate and protect railroad properties and facilities within the boundaries and corporate limits (as the case may be) of any of its authorizing subdivisions and within any additional rail service area;

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WHEREAS, the Limestone County Commission is the governing body of Limestone County, Alabama.

WHEREAS, the Limestone County Commission finds that it is in the best interests of (a) Limestone County, Alabama, (b) the citizens of Limestone County, Alabama, and (c) the Authority, that (1) Limestone County, Alabama be designated as an area in which the Authority may render rail transportation service, and (2) the Authority (a) own, lease, or otherwise control, railroad properties and facilities, and (b) provide rail transportation services, in Limestone County, Alabama.

NOW, THEREFORE, BE IT HEREBY UNANIMOUSLY RESOLVED, by the Limestone County Commission of Limestone County, Alabama that, in consideration of the benefits accruing and to accrue to (a) Limestone County, Alabama, (b) the citizens of Limestone County, Alabama, and (c) the Authority, the Limestone County Commission does hereby (1) designate Limestone County, Alabama, as an area in which the Authority may render rail transportation service, and (2) approve of, authorize, and consent to, the Authority (a) owning, leasing, and/or otherwise controlling, railroad properties and facilities, and (b) providing rail transportation services, in Limestone County, Alabama, as may be allowed by law.

DONE this the 3<sup>rd</sup> day of April, 2017.

ATTEST:

LIMESTONE COUNTY COMMISSION

\_\_\_\_\_

By: \_\_\_\_\_

As County Administrator  
(SEAL)

Mark Yarbrough  
As its Chairman

STATE OF ALABAMA

COUNTY OF LIMESTONE

I, Pam Ball, as County Administrator of the Limestone County, Alabama, hereby certify that the attached Resolution is a true, correct and complete copy of the Resolution adopted by the Limestone County Commission on April 3 , 2017.

Dated this the 3<sup>rd</sup> day of April, 2017

\_\_\_\_\_  
Pam Ball  
As County Administrator of  
Limestone County, Alabama  
(SEAL)

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The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Steve Turner, aye; and Stanley Hill, aye. Motion carries unanimously.

**MOTION** was made by Stanley Hill and seconded by Steve Turner to approve the following resolution to resurface Harvest Road from Highway 251 to Love Branch Road in District 1.

**RESOLUTION**

**LIMESTONE COUNTY**

**STATE OF ALABAMA**

Project No. LCP 42-167-17  
Functional Classification No. 21

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

**Resurface Harvest Road as described herein. From Alabama Highway 251 to Love Branch Road using Federal Aid Surface Transportation Funds.**

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

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

Done at the regular session of the Commission of Limestone County, this 3<sup>rd</sup> day of April 2017.

LIMESTONE COUNTY COMMISSION

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

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The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Stanley Hill, aye; Steve Turner, aye; and Jason Black, aye. Motion carries unanimously.

**MOTION** was made by Stanley Hill and seconded by Jason Black to award the following bid proposal to the lowest responsible bidder meeting specifications as follows:

<b>Proposal No.</b>	<b>Item</b>	<b>Awarded to</b>	<b>Amount</b>
2619	Gasoline & Diesel (April 6, 2017 – July 5, 2017)	W. H. Thomas Oil	25¢ Margin over rack

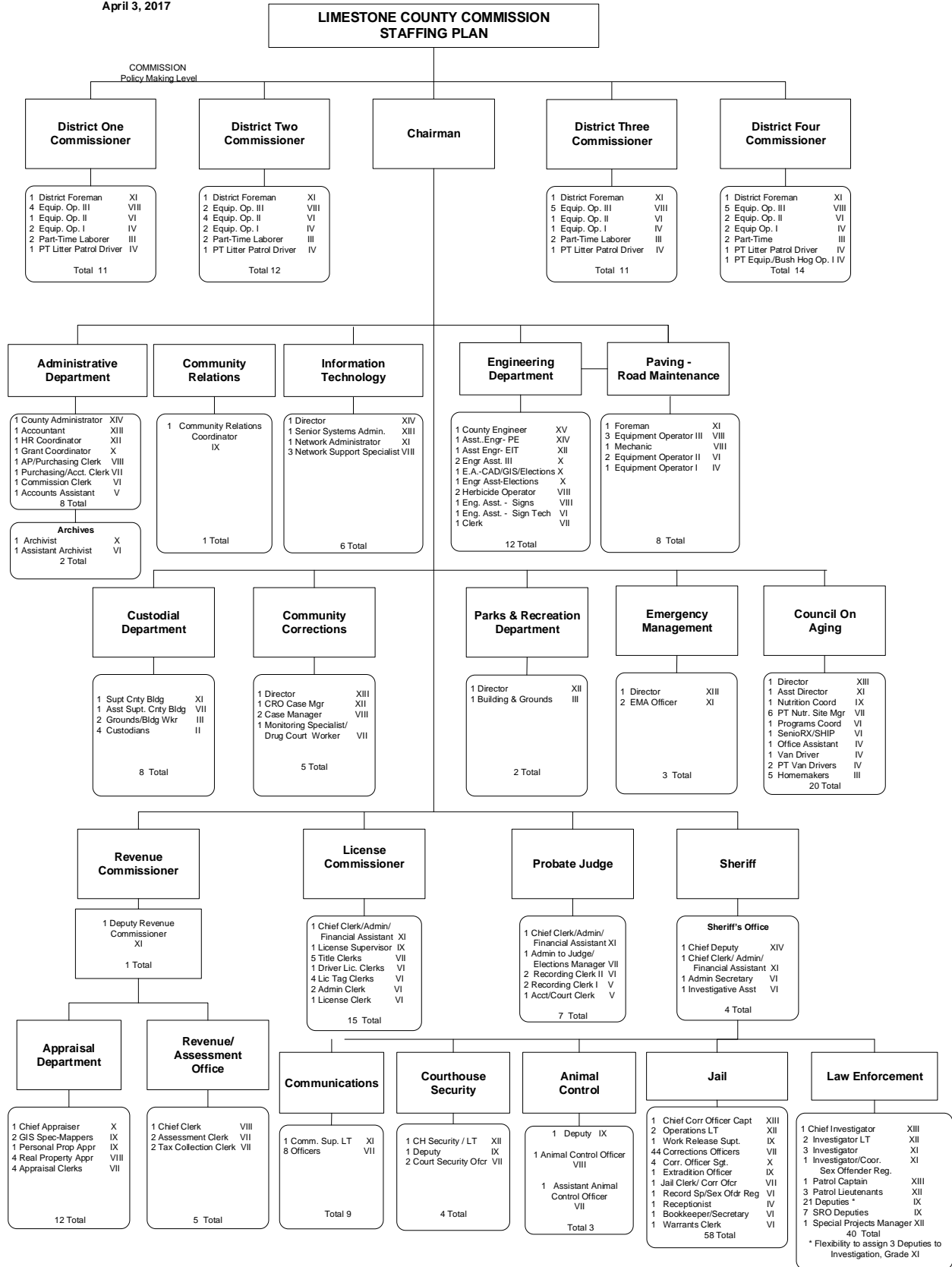
The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Stanley Hill, aye; Jason Black, aye; and Steve Turner, aye. Motion carries unanimously.

**MOTION** was made by Jason Black and seconded by Stanley Hill to approve the following changes to the Limestone County Commission Staffing Plan:

- Transfer the Law Enforcement CIS Network Manager from the Sheriff’s Office to the I. T. Department Network Administrator
- Add Network Support Specialist I position to the I. T. Department
- Reclassify the Law Enforcement CIS Director to Special Projects Manager

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The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Stanley Hill, aye; and Steve Turner, aye. Motion carries unanimously.

**MOTION** was made by Jason Black and seconded by Steve Turner to approve the following job description for the Law Enforcement Special Projects Manager.

**Limestone County  
JOB DESCRIPTION**

Job Title: Special Projects Manager  
Department: Sheriff's Office  
FLSA: Nonexempt Grade: XII  
Job Description Prepared: March 2017

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this job 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: Sheriff and Chief Deputy  
Subordinate Staff: None  
Other Internal Contacts: Sheriff Office and all other County Departments  
External Contacts: General Public, Law Enforcement Agencies, Alabama Criminal Justice Information System (ACJIS); National Criminal Information Center (NCIC); Schools, ALDOT, AEMA, TVA, FEMA, and ADECA.

**Job Summary**

Under the general direction of the Sheriff and Chief Deputy, the employee provides administrative and managerial support for assigned programs or projects within the Limestone County Sheriff's Office. Work includes responsibility to supervise and coordinate tasks of specially assigned programs, projects or special law enforcement assignment. Work involves coordinating all activities of the assigned program or project, to include the operational and budgetary components of such. Areas of work may include, but are not necessarily limited to, research grant programs, contracts, and inspections. Employee in the classification demonstrate leadership elements and

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considerable independent judgment and initiative in carrying out special projects. Position evaluates work performed for adherence to agency policies and procedures, and applicable regulatory standards. Must be able to assist and coordinate with AEMA, TVA, FEMA and any other agency in times of an emergency.

### Job Domains

#### **A. Essential Functions**

1. Manages, coordinates, and performs subsequent evaluation on all activities of specially assigned programs or projects, per area of assignment
2. Coordinates all activities of the assigned program or project, to include operational and budgetary components as applicable.
3. Evaluates and ensures compliance with agency policies and procedures, and applicable regulatory standards.
4. Ensure efficient allocation and economical use of all agency, project and program resources.
5. Identifies scope, objectives and methodologies for development and implementing project/program procedures and schedules.
6. Administers grants and/or contracts as applicable to the assigned program or project.
7. Functions as liaison for the agency both intra and interdepartmentally concerning operational aspects of the assigned program or project.
8. Maintain program/project records, reports, files, and related documentation, to include fiscal and accounting records as applicable.
9. Provides professional staff assistance as needed.
10. Maintains the Sheriff's department website.

#### **B. Planning and Research**

1. Develops and implements training for new employees in Criminal Intelligence System policies and procedures.
2. Train existing employees and reserves in overall objectives and restrictions of the program.
3. Prepares grant proposals for targeted areas of eligibility.
4. Manages all paperwork and reports for grants if awarded.
5. Generates written reports to the Chief Deputy regarding future budgetary needs.

#### **C. Law Enforcement**



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1. Performs computer forensic work during investigations.
2. Patrols County businesses, schools, churches, private residences and other special areas as directed by supervisor and makes building searches of anything found open or disturbed.
3. Responds to and investigates any complaint received; prepares a written report for each investigation.
4. Initiates investigation of complaints and briefs the supervisor and investigator of known facts, suspects and the situation as needed.
5. Enforces all laws of the State of AL and Limestone County.
6. Prepares written reports of offenses investigated, arrests, daily activities, unusual events, force used, buildings checked, field interviews, etc.
7. Performs severe weather area-spotter requirements during severe weather watches; evacuates residents and motorists; relays condition observations as required to Emergency Management to aid in qualifying alerts and warnings; participates in Disaster Preparedness drills.
8. Performs first-aid and CPR in medical emergencies or accidents until medical responders arrive.

### **D. Professional Preparation & Development**

1. Attends scheduled in-service training sessions; maintains familiarity with department film library and availability of specific topic training tapes; previews monthly newsletter listing upcoming training topics on the Law Enforcement Training Network satellite system; makes requests as required for taping of any desired session for later review.
2. Substitutes for the Communication Officer during relief or emergency; conducts centralized communication with State Troopers, Athens P.D., Rural Fire Departments, Rural EMT's, County Commission, ambulance services, State Prison, BFNPP, Emergency Management, as well as all Sheriff's Office personnel; operates the 911 Dispatch Center, NCIC and Sheriff's Office computer terminals.
3. Maintains the physical stamina and dexterity to complete the department required semi-annual Physical Training Qualification test.
4. Completes the annual Peace Officer Standards & Training Commission service weapon qualification test.
5. Attends department classroom and range training for 12-gauge shotgun, approved back-up weapons and service weapons; completes semi-annual qualifying with each weapon.
6. Attends specialty schools and seminars when available; reads journals, publications, case synopses, search and seizure case law, etc. on a continuing basis for professional improvement; stays abreast of new laws and changing laws.
7. Performs other duties as assigned.

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### Knowledge, Skills and Abilities

(\* Can be acquired on the job)

1. \*Knowledge of County and departmental policies, procedures, and guidelines.
2. \*Knowledge of County layout and road system and traffic regulations.
3. \*Knowledge of civil and criminal law and court procedures as related to job activities.
4. Knowledge of first-aid, CPR, safety procedures, self-defense and emergency procedures.
5. Knowledge of modern law enforcement principles, practices and procedures.
6. Knowledge and ability to maintain and properly use all weapons.
7. Knowledge of information security mechanisms, tools and techniques.
8. Knowledge of asset management processes and administration.
9. Verbal skills to effectively communicate with co-workers, supervisors, the general public and court personnel in person, over the telephone and two-way radio.
10. Writing skills to clearly and neatly complete routine forms, records and reports.
11. Listening skills to take accurate statements.
12. Reading skills to understand operator manuals and state and county law enforcement directives, procedures and instructions.
13. Math skills to perform advanced arithmetic and metric conversions required for breath analyzer operation, testimony and Doppler radar theory and operation.
14. Driving skills to properly and safely operate vehicle under adverse conditions and situations.
15. Training skills to teach classes.
16. Ability to handle all types of behaviors and remain level-headed in stressful situations.
17. Ability to analyze situations and make quick, effective and reasonable decisions under stressful conditions.
18. Ability to work independently without close supervision.
19. Ability to safely fire a weapon at a moving target at a distance, distinguish colors, identify persons and objects at a distance, such as suspects, tag numbers, etc., and in low light environments.
20. Ability to lift heavy objects and subdue belligerent individuals.
21. Ability to pursue and detain a fleeing suspect.
22. Ability to work outdoors under adverse weather conditions.
23. Ability to remember names, faces and details of incidents.
24. Ability to operate police radio.

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### Minimum Qualifications

1. Associate degree in Business or Public Administration, or related work experience with a minimum of five (5) years progressively responsible experience, or an equivalent combination of educations, training, and experience.
2. Possession of a valid Alabama Peace Officers Standards and Training Certificate or ability to obtain within to become certified within six months of hire date.
3. Possession of a current and valid Alabama driver's license.
4. Emotional stability to work in highly stressful and dangerous situations.
5. Ability to independently coordinate scheduling and resource allocation for an assigned project/program from development and implementation states to successful completion of the assignment.
6. Ability to travel as the job may require, including overnight travel.
7. Ability to work overtime, holidays or weekends or during emergencies.
8. Ability to be on call.
9. Ability to complete certification in any additional criminal investigation processes and systems as required by the Sheriff.

### Work Environment

The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress which require a range of safety and other precautions, e.g. working at great heights under extreme weather conditions, subject to physical attack or mob conditions, or similar situations where conditions cannot be controlled.

### Physical Demands

The work requires considerable and strenuous physical exertion such as frequent climbing of tall ladders, lifting heavy objects over 50 lbs., crouching or crawling in restricted areas, and defending oneself or others from physical attack.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Steve Turner, aye; and Stanley Hill, aye. Motion carries unanimously.

**MOTION** was made by Steve Turner and seconded by Jason Black to promote Linda Black to Nutrition Coordinator at Council on Aging

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Steve Turner, aye; Jason Black, aye; and Stanley Hill, aye. Motion carries unanimously.

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**MOTION** was made by Steve Turner and seconded by Stanley Hill to approve the following merit increases, which are included in the base pay and cost of living pay as listed below.

<b>Name</b>	<b>Position</b>	<b>Effective Date</b>	<b>Current Rate Per Hour</b>	<b>New Rate Per Hour</b>
Kelly Adams	Tax Collection Clerk	4/23/17	16.84	17.37
Brenda Bridgeforth	Homemaker	4/07/17	12.79	13.19
Casey Burroughs	Communications Officer	4/19/17	15.83	16.33
Mitzi Cooley	License Tag Clerk	4/07/17	14.78	15.24
Joseph Jackson	Equipment Operator I	4/07/17	14.33	14.78
Lauri King	SenioRx Coord./SHIP Rep.	4/14/17	15.24	15.72
Darron Lewter	Grounds/Building Worker	4/07/17	12.02	12.40
David Martinez	Corrections Officer	4/07/17	16.33	16.84
Tracy McConnell	Nutrition Site Manager	4/05/17	16.84	17.37
Wanda Reese	Investigative Assistant	4/04/17	15.72	16.21
William L. Royals	Chief Investigator	4/07/17	31.63	32.62
Rickey Smith	Asst. Sup. County Buildings	4/08/17	16.84	17.37
Ricky Thompson	Superintendent County Bldgs.	4/16/17	25.13	25.91
Leigh Todd	Appraisal Clerk	4/29/17	16.84	17.37
Andrew Vanschoiack	Corrections Sergeant	4/26/17	25.73	26.53
Michelle Williamson	Public Relations Coordinator	4/20/17	18.75	20.57

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Steve Turner, aye; Stanley Hill, aye; and Jason Black, aye. Motion carries unanimously.

**MOTION** was made by Steve Turner and seconded by Jason Black to approve the following subdivisions:

<b>Name</b>	<b>S/D Type</b>	<b>Approval Type</b>	<b>Lots</b>	<b>District</b>	<b>Location</b>
Midpointe Subdivision	Minor	Preliminary & Final	3	2	East of Browns Crossing Subdivision
Legacy Grove Addition 9A	Major	Final	22	2	Off Newby Road

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Steve Turner, aye; Jason Black, aye; and Stanley Hill, aye. Motion carries unanimously.

**MOTION** was made by Jason Black and seconded by Steve Turner to approve a 30-mph speed limit on Hickory Ridge Road in District 4.

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The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Steve Turner, aye; and Stanley Hill, aye. Motion carries unanimously.

**MOTION** was made by Jason Black and seconded by Steve Turner to approve the following inventory change:

<b>Transfer from</b>	<b>Transfer to</b>	<b>Item</b>	<b>Inventory #</b>
County Warehouse	Courthouse	Caterpillar Forklift	3374
Courthouse	Engineering Dept.	Hyster Forklift	

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Steve Turner, aye; and Stanley Hill, aye. Motion carries unanimously.

**MOTION** was made by Stanley Hill and seconded by Jason Black to sell the following on GovDeals:

<b>Department</b>	<b>Item</b>	<b>Serial #</b>
District 4	DTC 8606 Forklift	550703

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Stanley Hill, aye; Jason Black, aye; and Steve Turner, aye. Motion carries unanimously.

Commissioner Hill referred to an earlier comment about County inmates picking up trash on the road sides, stating that not all inmates are qualified to work outside the Jail, but the districts do use those who are qualified.

Commissioner Turner told Mrs. Denenny that he will answer her questions concerning the rock quarry on Gray Road by email this afternoon or tomorrow.

Commissioner Black stated that he hires state inmates for \$20 per day to pick up trash on the roads in District 3. He hopes to get the garbage picked up on the roads he is responsible for and plans to continue talking to the Department of Transportation to have the state right-of-ways picked-up.

Chairman Yarbrough explained there are six municipalities in the borders of Limestone County, and there are a lot of things these municipalities do that we are not privy to nor in support of. We're limited to what we can do by the law. If Commissioner Turner made a motion to stop blasting at the rock quarry, there isn't anything that can be done since it's annexed into the City of Huntsville.

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**MOTION** was made by Jason Black and seconded by Steve Turner to enter into executive session for an administrative hearing.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Steve Turner, aye; and Stanley Hill, aye. Motion carries unanimously.

Chairman Yarbrough announced there would be no further business after the executive session except to adjourn. The executive session convened at 10:58 a.m.

The Commission reconvened at 12:24 a.m. to recess until 10:00 a.m. on Wednesday, April 12, 2017, at the Washington Street Courthouse Annex, 310 West Washington Street, Athens, AL.