

**MINUTES, LIMESTONE COUNTY COMMISSION, JUNE 7, 2022
COMMISSION MEETING**

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: Daryl Sammet, Danny Barksdale, Jason Black, and LaDon Townsend. Absent: None. Collin Daly, Chairman presided.

Helen Thompson addressed the Commission regarding Cabbage Ridge Road, and she also informed the Commission that she was interested in being part of the group that establishes and plans for broadband/fiber.

Robert Kahler addressed the Commission regarding a drainage issue on Ennis Road which he feels is caused by the home developer.

The Chairman also reminded the public that public comments could also be emailed to the Commission.

The meeting began with the Pledge of Allegiance.

MOTION was made by Daryl Sammet and seconded by Danny Barksdale to approve the minutes of May 16, 2022.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Daryl Sammet, aye; Danny Barksdale, aye; Jason Black, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by LaDon Townsend and seconded by Danny Barksdale to approve the following claims:

5/20/2022	Check # 0065497 – 0065561	\$ 702,130.02
5/24/2022	Check # 0065562	\$ 21,295.71
5/27/2022	Check # 0065563 – 0065616	\$ 1,661,624.03
5/31/2022	Check # 0065617 – 0065655	\$ 94,611.97
6/03/2022	Check # 0065656 – 0065698	\$ 108,027.50
6/03/2022	Check # 0065659	<u>VOID</u>
	TOTAL	\$ 2,587,689.23

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. LaDon Townsend, aye; Danny Barksdale, aye; Daryl Sammet, aye; and Jason Black, aye. Motion carries unanimously.

MOTION was made by Jason Black and seconded by Daryl Sammet to approve a resolution to provide all funds necessary to the Employees' Retirement System to cover the cost of the one-time lump sum payment as provided for in Section 2 of Act 229 of the Regular Session of the 2022 Legislature for those eligible retirees and beneficiaries of deceased retirees of the Limestone County Commission.

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**STATE OF
ALABAMA
LIMESTONE
COUNTY**

RESOLUTION - ACT 2022-220

BE IT RESOLVED, the Limestone County Commission, through its governing authority, elects to come under the provisions of Section 2 of Act 229 of the Regular Session of the 2022 Legislature.

The Limestone County Commission agrees to provide all funds necessary to the Employees' Retirement System to cover the cost of the one-time lump sum payment as provided for by this Act for those eligible retirees and beneficiaries of deceased retirees of Limestone County Commission with the aforementioned lump sum payment being paid in October 2022.

I, Collin Daly, Chairman of the Limestone County Commission, hereby certify that the foregoing is a true and correct copy of the Resolution passed on this 7th day of June 2022.

Collin Daly
Limestone County Chairman

ATTEST:
Ellen Morell County
Administrator

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Daryl Sammet, aye; Danny Barksdale, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by Daryl Sammet and seconded by LaDon Townsend to approve a contract retroactive April 1st, 2022 through March 31, 2023 between TARCOG and the Limestone County Commission to maintain the existing insurance and benefit counseling program known as the State Health Insurance Program (SHIP).

**TOP OF ALABAMA REGIONAL COUNCIL OF GOVERNMENTS
AREA AGENCY ON AGING**

This contract effective this 1st day of April 2022, by and between the Top of Alabama Regional Council of Governments, Area Agency on Aging, hereinafter, referred to as "TARCOG," and the Limestone County Commission, hereinafter referred to as "Contractor."

PURPOSE: The purpose of this contract is to maintain the existing insurance and benefit counseling program known as the State Health Insurance Program, hereinafter referred to as

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“SHIP.” The Contractor will be part of TARCOG’s effort to strengthen its capability to provide all Medicare eligible individuals information, counseling and assistance on health insurance matters. The funds will be utilized to provide information and assistance, individual counseling, presentations and outreach events in order to assist seniors and disabled individuals with health-related situations, as well as providing assistance with Low Income Subsidy (LIS) and Medicare Savings Programs (MSP) applications.

TERM OF AGREEMENT: The contract period begins April 1, 2022 and shall terminate not later than March 31, 2023 or any time prior if funds for this contract are no longer available or other conditions or circumstances should cause this contract to be altered, modified, extended or terminated. This agreement is conditional upon the availability of funds. Should funds become unavailable during the term of the contract, the contract shall terminate upon notice by TARCOG.

THE CONTRACTOR AGREES TO THE FOLLOWING:

- A. Will meet county requirements from TARCOG for FY2023 performance measures.
(See Appendix A)

- B. Will select an appropriate staff person to act as the County SHIP Coordinator, who will also participate in TARCOG training and outreach events.

- C. All SHIP staff and volunteers applying for any position of trust with SHIP shall be subjected to an identity background check and a national-level criminal background check. The identity background checks may vary according to volunteer role and shall include verification of:
 - 1. identity
 - 2. volunteer history and experience
 - 3. employment history and experience
 - 4. education
 - 5. social security number

The cost of the national criminal record check shall be borne by the Grantee and may be paid for with MIPPA or SHIP funds.

The following criminal activities will permanently disqualify a potential volunteer from the SHIP program. Applicants must not have convictions or pending charges for:

- Any crime of violence
- Any felony convictions as well as any pending felony arrests.

The following are criminal convictions that would prevent an individual from being employed for the time period as specified below:

- Reckless endangerment in the past 5 years
- Stalking in the second degree in the past 5 years
- Criminal trespass in the first degree in the past 5 years
- Violating a protective order in the past 3 years

The background and criminal record checks shall be completed prior to the volunteer working in

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any capacity with the SHIP program. Should a volunteer leave service in the SHIP program and return as a volunteer, another criminal record check shall be done on the individual regardless of the amount of time lapsed in working as a volunteer for the program. Prospective volunteers whose responsibilities require operation of a motor vehicle shall be subjected to a driver's record check. Driving offenses may disqualify applicants for roles involving driving. The nature and number of the offense(s) and when it (they) occurred will be considered in the screening decision.

- A. Will provide persons who are on Medicare or Medicaid with SHIP related services. Will seek to identify persons in the county who might be eligible for extra help with their Medicare premium, and assist these persons with the application process for these benefits.
- B. Will work with the Senior Medicare Patrol to establish new Resource Centers and maintain existing Resource Centers.
- C. Will keep and submit accurate service and financial records for program activities and all clients served as required by TARCOG and the Alabama Department of Senior Services (ADSS). Will invoice TARCOG quarterly by the eighth day of the month prior to the end of each quarter.
- D. Will adopt and use the program name "SHIP." All SHIP material will include the SHIP logo, as well as "This publication has been created or produced by the AL SHIP with financial assistance, in whole or in part, through a grant from the Centers for Medicare and Medicaid Services, the Federal Medicare Agency."
- E. Will work with TARCOG staff to develop a volunteer component of the Contractor's SHIP Program. (See above Item C for details regarding required criminal background check for volunteers)
- F. Will recognize the County Council of Aging as an advisory council for the Program and will seek its recommendation on major issues involving the welfare of the elderly and delivery of services.
- G. Will adhere to HIPAA standards that will protect health information and ensure client confidentiality.
- H. Will adhere to all guidelines, ADSS Policy and Procedure Manual, and all successive updates.

TARCOG AGREES TO THE FOLLOWING:

- A. Will provide \$5,000 to the Contractor to be used for staff time and other support in order to facilitate the SHIP Program. If the amount of funds received by TARCOG from the Alabama Department of Senior Services is different than this amount, then TARCOG may unilaterally amend the amount of the contract to align with the ADSS grant award.
- B. Will provide forms for service records, reporting materials, SHIP resources and

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Medicare resources.

- C. Will coordinate the SHIP program in conjunction with Senior Medicare Patrol.

TERMINATION: Either party to this contract may terminate this contract upon provision of thirty (30) days prior written notice.

**APPENDIX A to Contract (23-SHIP-Lim-3)
SHIP PERFORMANCE MEASURES FOR 2022-2023 and DEFINITIONS**

Performance Measures

Client Contacts	1,460	
Public Media Outreach Contacts	2,433	
Under 65 Contacts	102	
Total Hard-to-Reach	245	
Enrollment Contacts	1,192	

Definitions

PM1: Client Contacts Total client contacts (in-person, home, telephone [all durations], and contacts by email, postal, or fax) per Medicare beneficiaries in the State.

PM2: Outreach Contacts Persons reached through presentations, booths/exhibits at health/senior fairs, and enrollment events per Medicare beneficiaries in the State.

PM3: Medicare Beneficiaries under 65 Contacts with Medicare beneficiaries under the age of 65 per Medicare beneficiaries under 65 in the State.

PM4: Hard-to-Reach Contacts (NEW) Low-income, rural, and non-native English contacts per total “hard -to-reach” Medicare beneficiaries in the State.

PM5: Enrollment Contacts Unduplicated enrollment contacts (i.e., contacts with one or more qualifying enrollment topics) discussed per Medicare beneficiaries in the State.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Daryl Sammet, aye; LaDon Townsend, aye; Danny Barksdale, aye; and Jason Black, aye. Motion carries unanimously.

MOTION was made by Jason Black and seconded by LaDon Townsend to approve the following budget revisions:

Department	Account Number	Title of Line Item	Amount
County Commission	112-51100-121	Retirement	+\$68,184.00

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	112-35910	Budgetary Fund Balance	-\$68,184.00
Parks and Recreation	001-57200-231 001-35910	R & M Building & Land Budgetary Fund Balance	+ \$ 9,500.00 - \$ 9,500.00

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; LaDon Townsend, aye; Daryl Sammet, aye; and Danny Barksdale, aye. Motion carries unanimously.

MOTION was made by Daryl Sammet and seconded by Danny Barksdale to approve to reappoint Henry Pollitz, Jerry Adams, and Jeff Hodges to the E911 board with terms ending June 8, 2026.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Daryl Sammet, aye; Danny Barksdale, aye; Jason Black, aye; and LaDon Townsend, aye. Motion carries unanimously.

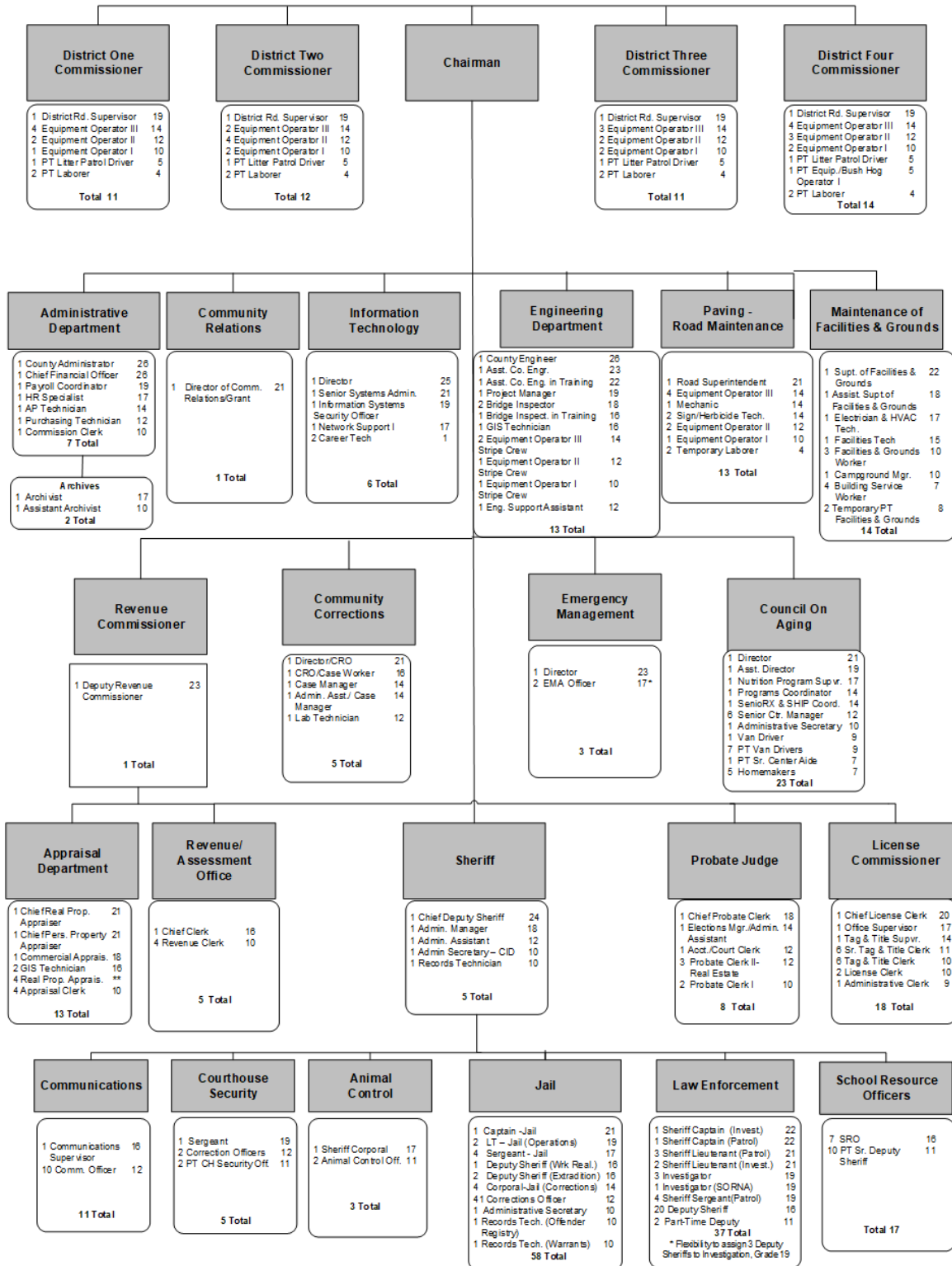
MOTION was made by Danny Barksdale and seconded by LaDon Townsend to approve to appoint Tere Richardson to the Alabama Mountain Lakes Tourist Association. This membership will replace the current membership of Michelle Williamson.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Danny Barksdale, aye; LaDon Townsend, aye; Daryl Sammet, aye; and Jason Black, aye. Motion carries unanimously.

MOTION was made by Daryl Sammet and seconded by Jason Black to approve to remove (2) Career Tech/Grade 1 positions and add (2) Temporary PT Facilities and Grounds Maintenance Worker/Grade 8 to the Maintenance of Facilities & Grounds staffing plan.

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LIMESTONE COUNTY COMMISSION STAFFING PLAN June 7, 2022



***EMA Officer**

10 years' experience & required certifications: 19

****Real Property Appraiser**

Trainee: 14; 18 months' experience: 17; State certified: 18

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The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Daryl Sammet, aye; Jason Black, aye; Danny Barksdale, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by Danny Barksdale and seconded by LaDon Townsend to approve a job description for Temporary Part-Time Facilities and Grounds Maintenance Worker.



Temporary Part-Time Facilities and Grounds Maintenance Worker

FAC/7

Facilities

Job Grade: 8

JOB SUMMARY

This position participates in the maintenance and repair of county facilities and grounds.

MAJOR DUTIES

- Mows lawns; trims shrubs and trees.
- Removes and replaces trees and shrubs; maintains and installs landscaping; installs mulch.
- Performs roof maintenance; cleans and maintains gutters.
- Performs carpentry and plumbing repairs.
- Performs basic HVAC and electrical system maintenance.
- Collects trash from county property.
- Maintains offices, hallways, and restrooms; sweeps, mops, and vacuums floors; cleans furniture and windows.
- Removes snow and ice from sidewalks; rakes leaves.
- Cleans and sanitizes restrooms.

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- Loads, unloads, and moved furniture.
- Maintains walking trail and trail heads.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of grounds maintenance principles.
- Knowledge of the principles used in the cleaning of public facilities, including public restrooms.
- Knowledge of floor cleaning equipment operation principles.
- Knowledge of building maintenance principles and practices.
- Skill in the operation of grounds maintenance equipment.
- Skill in the operation of hand and power tools.
- Skill in problem solving.
- Skill in prioritizing and planning.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Assistant Superintendent assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include building codes, safety rules, and county and department policies and procedures. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related maintenance duties. Inclement weather contributes to the complexity of the position.

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- The purpose of this position is to clean and maintain county facilities and grounds. Success in this position contributes to the provision of safe, attractive, and well-maintained county facilities.

CONTACTS

- Contacts are typically with co-workers, other county personnel, and members of the general public.
- Contacts are typically to give or exchange information, to resolve problems, and to provide services.

PHYSICAL DEMANDS/WORK ENVIRONMENT

- The work is typically performed while standing, walking, bending, crouching, or stooping. The employee frequently lifts light and occasionally heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed indoors and outdoors, occasionally in cold or inclement weather. The employee is exposed to noise, dust, dirt, grease, and machinery with moving parts. Work requires the use of protective devices such as masks, goggles, gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Alabama for the type of vehicle or equipment operated.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Danny Barksdale, aye; LaDon Townsend, aye; Daryl Sammet, aye; and Jason Black, aye. Motion carries unanimously.

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MOTION was made by Jason Black and seconded by Danny Barksdale to approve to promote Cameron Wright from Equipment Operator II to Striping Crew Equipment Operator III, in the Engineering Department, effective June 27, 2022.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; Danny Barksdale, aye; Daryl Sammet, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by LaDon Townsend and seconded by Jason Black to approve to transfer Justin Romine from Equipment Operator III in District 4 to Striping Crew Equipment Operator III in the Engineering Department, effective June 27, 2022.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. LaDon Townsend, aye; Jason Black, aye; Daryl Sammet, aye; and Danny Barksdale, aye. Motion carries unanimously.

MOTION was made by Danny Barksdale and seconded by Daryl Sammet to approve to hire Susan Jacobs, Susan Mandal, Lanita Smith and Johnny Stephens as Part-Time Van Drivers for the Limestone County Council on Aging.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Danny Barksdale, aye; Daryl Sammet, aye; Jason Black, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by Jason Black and seconded by LaDon Townsend to approve the following merit increases, which are included in the base pay and cost of living pay as listed below.

Name	Position	Effective Date
Christian Frasier	Investigator	6/12/2022
David Martinez	Corrections Officer	6/3/2022
Gina Allen	Corrections Officer	6/6/2022
Jeffery Kilpatrick	Investigator	6/3/2022
Joshua Gentry	Deputy Sheriff	6/12/2022
Justin Fields	Deputy Sheriff	6/18/2022
Matthew Hayes	Lieutenant- Jail (Operations)	6/1/2022
Tammy Waddell	Captain - Jail	6/1/2022

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Jason Black, aye; LaDon Townsend, aye; Daryl Sammet, aye; and Danny Barksdale, aye. Motion carries unanimously.

MOTION was made by Danny Barksdale and seconded by Jason Black to approve the following subdivisions:

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Name	S/D Type	Approval Type	Lots	District	Location
Green Cove Subdivision - replat of Arts Corner Lots 7 - 11	Major	Preliminary	22	2	Approx. 725' north of Hwy 72 east side of Cambridge Lane
Falwell Subdivision	Minor	Preliminary & Final	1	2	North of Nick Davis Rd west of Mooresville Rd
Spitzer Subdivision	Minor	Preliminary & Final	1	2	26389 Big Branch Lane

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Danny Barksdale, aye; Jason Black, aye; Daryl Sammet, aye; and LaDon Townsend, aye. Motion carries unanimously.

The Chairman informed the Commission that the action of “Approving the insolvencies, errors, and taxes in litigation for 2021 as presented by the Revenue Commissioner’s Office” be removed from today’s Commission meeting agenda.

Commissioner Sammet gave an update regarding the Thach Road bridge and hoped to begin chip seal projects soon.

Commissioner Barksdale expressed his appreciation to Chief Financial Officer, Emily Ezzell, and he also reported that District 2 was bush hogging and to please be mindful of the safety of the drivers.

Commissioner Black also expressed his appreciation to CFO, Emily Ezzell, and reported that District 3 was doing roadside maintenance and weed eating around stop signs.

Commissioner Townsend gave an update regarding Chapman Hollow, Dupree Hollow, and Seven Mile Post roads. Commissioner Townsend also informed Ms. Thompson that Cabbage Ridge Road was definitely “on his radar”. Commissioner Townsend reported that he was meeting tomorrow regarding the recycling issue and trying to move forward with some ideas for same.

Chairman Daly commented that the Memorial Day program was beautiful, and he also thanked Limestone County staff and stated, “it is the people behind the scenes that make this county work.”

Adjourned at 10:19 a.m. until 9:00 a.m. on Tuesday, June 21, 2022, at the Clinton Street Courthouse Annex, 100 South Clinton Street, Athens, Alabama.