MINUTES, LIMESTONE COUNTY COMMISSION, JULY 5, 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.

The meeting began with the Pledge of Allegiance.

MOTION was made by Jason Black and seconded by Danny Barksdale to approve the minutes of June 21, 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 Danny Barksdale and seconded by LaDon Townsend to approve the following claims:

6/23/2022	Check # 0066047 - 0066249	$ 36,315.89
6/24/2022	Check # 0066250 - 0066309	$ 636,054.80
6/27/2022	Check # 0066310	$ 43,233.00
6/30/2022	Check # 0066311 - 006412	$ 1,698,637.54
	TOTAL	$ 2,414,241.23

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. 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 Danny Barksdale to approve a resolution for allocation of ARPA funds to provide financial assistance to the Mental Health Center of North Central Alabama, Inc. for the construction of a new mental health facility for children.

RESOLUTION FOR ALLOCATION OF AMERICAN RESCUE PLAN ACT FUNDS TO CARRY OUT ELIGIBLE PROJECT

WHEREAS, Limestone County, Alabama ("the County") has received American Rescue Plan Act state and local fiscal recovery funds ("ARPA funds") and is charged with ensuring that such funds are expended in accordance with state and federal law; and

WHEREAS, pursuant to 603(c)(3) of the ARPA, PL 117-2, March 11,2021,135 Stat 4, the County may transfer ARPA funds to eligible entities to carry out eligible ARPA funded projects; and

WHEREAS, the County may provide financial assistance to the Mental Health Center of North Central Alabama, Inc., a private nonprofit entity, where this assistance will serve a public purpose that is an eligible use of ARPA funds; and

WHEREAS, Mental Health Center of North Central Alabama, Inc., has submitted a request for ARPA funding and project proposal; and

WHEREAS, County has considered and evaluated this entity's request for funding and project proposal and determined:

1) That the entity is eligible to receive ARPA funds;

2) That the entity has demonstrated that an award of ARPA funds to carry out the proposed project would serve a public purpose; and

3) More specifically, that the entity will provide inpatient mental health services to the community; and

4) That providing this benefit or service is within the County's state statutory or constitutional authority under Ala. Const. § 88 and Code of Alabama 1975 § 22-51-14.

WHEREAS, the Commission desires to enter into an agreement with the Mental Health Center of North Central Alabama, Inc, to carry out the proposed project;

WHEREAS, the County has conducted a satisfactory risk assessment of the Mental Health Center of North Central Alabama, Inc, and will develop a monitoring plan for the project; and,

WHEREAS, the Commission has determined that the project is a necessary, eligible, and reasonable use of these funds.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION as follows:

1) The County hereby allocates up to $600,000 of ARPA funds towards the construction of a new mental health facility for children by and through a subaward to the Mental Health Center of North Central Alabama, Inc.

2) The County hereby directs the County to negotiate the terms and conditions of a subrecipient agreement with the Mental Health Center of North Central Alabama, Inc, consistent with this Resolution.

3) The Chairman is hereby delegated the authority to enter into the subrecipient agreement if the agreement is consistent with this resolution and if, in his discretion, the terms and conditions are in the best interest of the County.

4) Upon the execution of a subrecipient agreement, the Chairman, Collin Daly, is hereby authorized to expend ARPA funds for costs of the project in accordance with the terms of this Resolution and the subaward agreement.

5) Expenditure of these funds, as authorized by this Resolution, shall be contingent on the continued appropriation and availability of ARPA funds for this purpose and in no event shall be used for any costs associated with the project that are not obligated on or before December 31,2024 and expended

on or before December 31, 2026.

IN WITNESS WHEREOF, the Limestone County Commission has caused this Resolution to be executed in its name and on its behalf by its Chairman on the 5th day of July 2022.

_____
Chairman, Limestone County Commission

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 Jason Black to approve to enter into a service agreement with TriHaz Solutions to provide disposal of regulated medical waste.

Service Agreement

TriHaz Solutions
Industrial | Medical | Pharmaceutical Waste

Start Date 06/17/22
Customer #
Sales ID

Services to be Provided				
Regulated Medical Waste Disposal	Pharmaceutical Waste Disposal	Document Destruction	Medical Products	Other
X				

Quantity	Description	Frequency	Container	Rate/Unit
1-2	28 Gallon RMW	Will Call	Box	60.00 EA

Location Office Hours				
Monday	Tuesday	Wednesday	Thursday	Friday

Special Instructions

Billing Address
Name
Add
City ST Zip
Contact
Email
Phone
Recurring Payment Form ☐

Service Address
Name Limestone Co. Commission
Add
City ST Zip
Contact La Don Townsend
Email La.Don.Townsend@limestonecounty-al.gov
Phone 256-800-4138

DISPOSAL SITE TRIHAZ
FUEL SURCHARGE INDEX
MAX WEIGHT 5065
CUSTOMER INFORMATION
P.O. #

The undersigned individual signing this Agreement on behalf of the Customer acknowledges that he or she has read and understands the terms and conditions of this Agreement, will comply with the TriHaz Waste Acceptance Policy, and he or she has the authority to sign this Agreement on behalf of the Customer.

Terms: Net 20 Days

Customer Signature Date

Company Signature 06/17/22 Date

TERMS AND CONDITIONS

SERVICES. Customer grants to TriHaz Solutions, LLC ("Company") the exclusive right to collect, transport, treat and dispose of all of Customer's Regulated Medical Waste (as defined herein) at the agreed service locations, and Company agrees to perform such services as set forth herein.

TERM. THE INITIAL TERM OF THIS AGREEMENT SHALL START ON THE START DATE OF THIS AGREEMENT AND CONTINUE FOR A TERM OF THREE (3) YEARS. UPON EXPIRATION OF THE INITIAL TERM OR ANY RENEWAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW UNDER THE SAME TERMS AND FOR AN ADDITIONAL THREE (3) YEAR PERIOD, UNLESS THE CUSTOMER GIVES COMPANY NOTICE OF TERMINATION AT LEAST 90 DAYS PRIOR TO THE TERMINATION OF THE THEN-EXISITING TERM. ANY NOTICE OF TERMINATION UNDER THIS AGREEMENT BY CUSTOMER SHALL BE VOID UNLESS SENT VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED AND ACTUALLY RECEIVED BY COMPANY.

REGULATED MEDICAL WASTE SERVICES. The "Regulated Medical Waste" shall have the meaning defined by 49 CFR 173.134, and shall not contain any hazardous materials, hazardous wastes or hazardous substances; radioactive wastes; contaminants; toxic substances; or any other waste that could be categorized as "hazardous" collectively, "Excluded Waste", under applicable laws, regulations and/or the TriHaz Waste Acceptance Policy (TWAP). Customer shall ensure and warrant that no Excluded Waste is placed in any of Company's or Customer's Regulated Medical Waste containers placed at Customer's facilities that will be loaded into Company's vehicle, and Company shall not be required to inspect any waste placed in such containers. Customer shall comply with the TWAP, which is specifically incorporated herein and is subject to change or modification by Company at any time in its discretion.

TITLE. Company shall acquire title to Regulated Medical Waste when they are fully loaded into Company's vehicle. Customer shall have title to Regulated Medical Waste at all prior time. Title to and liability for any Excluded Waste shall remain with Customer and shall at no time pass to Company. All Regulated Medical Waste shall be accompanied by a legally compliant manifest in accordance with 49 CFR 172.202. Company may refuse containers that are determined to be non-conforming as identified in the TWAP.

SUBCONTRACTOR. Company may outsource certain aspects of its obligations under this Agreement through subcontractors. Company shall remain primarily responsible to Customer for performance of its obligations under this Agreement.

PAYMENT. Customer shall pay Company for the services and container furnished by Company at the rates provided in this Agreement. In addition, Customer shall pay all taxes, fees and other governmental charges assessed against or passed through to Company (other than income or real property taxes). Customer shall pay such fees as Company may impose from time to time by notice to Customer (including, by way of example only, late payment fees, administrative fees, delivery fee, no pick up fees, closed office fee, over-pack fees and environmental fees), with Company to determine the amounts of such fees in its discretion up to the maximum amount allowed by applicable law. Without limiting the foregoing, Customer shall pay Company: (a) a NSF fee of $50 (which Company may increase from time to time by notice to Customer) for each check submitted by Customer that is an insufficient funds check or is returned or dishonored; and (b) a fuel/environmental recovery fee in the amount shown on each of Company's invoices, which amount Company may increase or decrease from time to time by showing the amount on the invoice. Customer invoice is due upon receipt. If Customer shall fail to pay Company within 30 days after the date of Company's invoice, Customer shall pay to Company interest on any delinquent payment from the due date until paid, at the lesser of the maximum rate or interest allowed by law or 1 ½% per month. Customer shall also pay Company all costs and expenses incurred by Company in collection efforts, including a reasonable attorney's fee. At any time after Company becomes concerned about Customer's creditworthiness or after Customer has made any late payment, Company may request, and if requested Customer shall pay, a deposit in an amount equal to one month's charges under this Agreement.

RATE ADJUSTMENTS. Company may, from time to time by notice to Customer, increase the rates provided in this Agreement to adjust for any increase in: (a) disposal costs; (b) transportation costs due to a change in location of Customer or the disposal facility used by Company; (c) the Consumer Price Index for Medical Care; (d) average volumes of Customer's Regulated Medical Waste Materials above the average volume for similar generators or maximum weight upon which the rates provided in this Agreement are based as indicated on the front of this Agreement (if maximum weight is not stated on front, weight shall be 50 LBS); (e) treatment costs; or (f) Company's costs due to changes in applicable state, federal or local laws and regulations. Company may increase rates for reasons other than those set forth above with Customer's consent, which may be evidenced verbally, in writing or by the parties' actions and practices including payment of the invoice.

SERVICE CHANGES. The parties may agree to change the type, size or number of containers, the type or frequency of service, and correspondingly the rates by agreement of the parties, which may be evidenced verbally, in writing or by the parties' actions and practices including payment of the invoice. Delivery and pick up fees may apply to container changes made by the parties. This Agreement shall apply to any change of location of Customer within the area in which Company provides collection and disposal services. Customer hereby represents, warrants and agrees that, so long as this Agreement is in effect, Customer and its facilities are in compliance with applicable laws, and possess all necessary licenses, certificates and standards. Upon request by Company, Customer shall provide evidence of such licenses, certificates and standards.

RESPONSIBILITY FOR EQUIPMENT; ACCESS. Any container or equipment Company furnishes shall remain Company's property. Customer shall be liable for all loss or damage to such container or equipment (except for normal wear and tear and for loss or damage resulting from Company's handling of the container). Customer shall use the container only for its proper and intended purpose and shall not overload (by weight or volume), move or alter the container. Customer shall provide safe, unobstructed access to the container(s) on the scheduled collection day. Company may charge an additional fee for any additional collection service required by Customer's failure to provide access.

DAMAGE TO PAVEMENT. Company shall not be responsible for any damages to Customer's pavement, curbing or other driving surfaces resulting from Company providing service at Customer's location.

SUSPENSION. If any amount due from Customer is not paid within 45 days after the date of Company's invoice or Customer is otherwise in breach of this Agreement, Company shall have the right, without notice to Customer and without terminating this Agreement, to suspend collecting, treating and disposing of Regulated Medical Waste until Customer has paid such amount to Company. If Company suspends service, Customer shall pay Company a service interruption fee in an amount determined by Company in its discretion up to the maximum amount allowed by applicable law. If Company suspends service for any reason including expiration, termination or Customer breach of this Agreement, Company may remove its containers on Customer site.

TERMINATION. In addition to its above suspension rights, Company may terminate this Agreement immediately by written notice to Customer if (a) any of the information contained in any credit application submitted to Company in connection with this Agreement is untrue; (b) if Company determines, in its sole discretion, that doing business with Customer could be harmful or risky to Company's employees, equipment or reputation; (c) Customer breaches this Agreement and fails to cure such breach within 10 days after Company gives Customer notice of the breach. Company's failure to suspend service or terminate this Agreement when Customer fails to timely pay or otherwise breaches this Agreement shall not constitute a waiver of Company's right to suspend service or terminate this Agreement for any future failure to pay or other breach. In addition, Company shall have the right to terminate this Agreement at the end of the initial term or any renewal term providing written notice to Customer.

PAYMENT UPON TERMINATION. If Customer terminates this Agreement before its expiration other than as a result of a breach by Company, or if Company terminates this Agreement as a result of a breach by Customer (including nonpayment), then in addition to any other rights or remedies of Company under this Agreement or applicable law, Customer shall pay Company an amount equal to the most recent full month's monthly charges multiplied by the lesser of (a) six months or (b) the number of months remaining in the term. Additional container pick up charges shall apply to a terminated Agreement. Any amount payable under this paragraph shall be in addition to amounts already owing under this Agreement.

INDEMNITY. Customer shall indemnify, defend and hold harmless Company from and against all claims, damages, suits, penalties, fines and liabilities arising from either (i) any breach by Customer of this Agreement, or (ii) any injury, death, loss or damage to persons, property (including the equipment) or environment arising out of Customer's use, operation or possession of any containers. The indemnity provided in this paragraph shall survive the termination of this Agreement.

ASSIGNMENT AND BENEFIT. This Agreement shall not be affected by any changes in the Customer's service address if such new address is located in Company's service area. This Agreement shall be binding on the parties and their successor and assigns. No assignment or delegation of the rights, duties or obligations hereunder shall be made without the mutual written consent of the parties hereto. Notwithstanding the foregoing, Company retains the right to assign all rights, duties or obligations in this Agreement or delegate its performance in whole or in part, without Customer's consent, to any entity designated by Company.

RIGHT OF FIRST REFUSAL. Customer grants to Company a right of first refusal to match any competing offer that the Customer receives related to services provided under this Agreement.

EXCUSED PERFORMANCE. Company shall not incur any liability to Customer on the account of any loss or damage resulting from any delay or failure to perform all or any part of the Agreement if such delay or failure is caused by events, occurrences, or causes beyond the control of the parties, including without limitation, acts of God, earthquakes, floods, hurricanes, tornados, riots, protests, strikes, lockouts, industrial disturbances, fire and explosions.

DAMAGES. COMPANY SHALL NOT UNDER ANY CIRCUMSTANCE BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY SPECIAL, CONSEQUENTIAL, INCIDENTAL, EXEMPLARY, OR PUNITIVE DAMAGES OR LOST PROFITS. IN NO EVENT SHALL COMPANY'S LIABILITY HEREUNDER EXCEED THE PAYMENTS MADE BY CUSTOMER HEREUNDER DURING THE PRECEDING SIX-MONTH PERIOD.

ATTORNEYS' FEES. If any litigation is commenced under this Agreement, Company shall be entitled to recovery, in addition to such other relief as the court may award, its reasonable attorneys' fees, expert witness fees, litigation related expenses, and court or other costs incurred in such litigation or proceeding.

MISCELLANEOUS. This Agreement sets forth the entire agreement of the parties and supersedes all prior agreements, whether written or oral, that exists between the parties regarding the subject matter of this Agreement. Company shall have no confidentiality obligation with respect to any Regulated Medical Waste. Customer agrees that the terms and charges on this Agreement and other provisions included in this Agreement shall remain confidential, except as otherwise may be required by law. This Agreement shall be binding upon and inure solely to the benefit of the parties and their permitted assigns. If any provision of this Agreement shall be invalid, illegal or unenforceable, it shall be modified so as to be valid, legal and enforceable but so as most nearly to retain the intent of the parties, and if such modification is not possible, such provision shall be severed from this Agreement. In either case, the validity, legality and enforceability of the remaining provisions of this Agreement shall not in any way be affected thereby. This Agreement shall be governed by the laws of the state of Alabama.

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 Jason Black and seconded by Danny Barksdale to approve the following budget revisions:

Department	Account Number	Title of Line Item	Amount
Commission	001-51100-212	Fuel & Lubricants	+ $ 8,000.00
Sheriff's Office	001-52100-212	Fuel & Lubricants	+ $ 75,000.00
Jail	001-52200-212	Fuel & Lubricants	+ $ 8,000.00
Coroner	001-52400-212	Fuel & Lubricants	+ $ 2,000.00
	001-35910	Budgetary Fund Balance	- $ 93,000.00
Animal Control	102-51921-212	Fuel & Lubricants	+ $ 4,800.00
Council on Aging	102-56200-212	Fuel & Lubricants	+ $ 8,500.00
	102-35910	Budgetary Fund Balance	- $ 13,300.00
Litter Patrol	104-54150-212	Fuel & Lubricants	+ $ 1,500.00
	104-35910	Budgetary Fund Balance	- $ 1,500.00
District 1	111-53200-212	Fuel & Lubricants	+ $ 22,000.00
	111-61122-100	Transfer in- Public Building	- $ 22,000.00
District 2	111-53300-212	Fuel & Lubricants	+ $ 10,000.00
	111-61122-200	Transfer in- Public Building	- $ 10,000.00
District 3	111-53400-212	Fuel & Lubricants	+ $ 20,000.00
	111-61122-200	Transfer in- Public Building	- $ 20,000.00
District 4	111-53500-212	Fuel & Lubricants	+ $ 57,000.00
	111-61122-200	Transfer in- Public Building	- $ 57,000.00
	112-62121	Transfer-out Gasoline Fund	+ $ 109,000.00
	112-35910	Budgetary Fund Balance	- $ 109,000.00

The Chairman asked if there was any discussion. Commissioner Black inquired as to which Litter Patrol was referenced above, and Accountant Ezzell informed him that it was for Litter Patrol as a whole. The Administrator called the roll. Jason Black, aye; Danny Barksdale, aye; Daryl Sammet, aye; and LaDon Townsend, aye. Motion carries unanimously.

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MOTION was made by LaDon Townsend and seconded by Daryl Sammet to approve to hire Mason Billions as a Temporary Part Time Facilities and Grounds Worker, effective July 5, 2022, pending a drug screening.

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

MOTION was made by Daryl Sammet and seconded by Danny Barksdale to approve to hire Wayne Adomyetz as a Temporary Part Time Facilities and Grounds Worker, effective July 5, 2022, pending a drug screening.

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 Jason Black and seconded by LaDon Townsend to approve to transfer Erin Tyler from Revenue Clerk to Appraisal Clerk in the Revenue Commission's Office.

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 LaDon Townsend and seconded by Jason Black to approve to hire Elijah Reid Walley as Patrol Deputy, effective July 5,2022, pending a drug screening.

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.

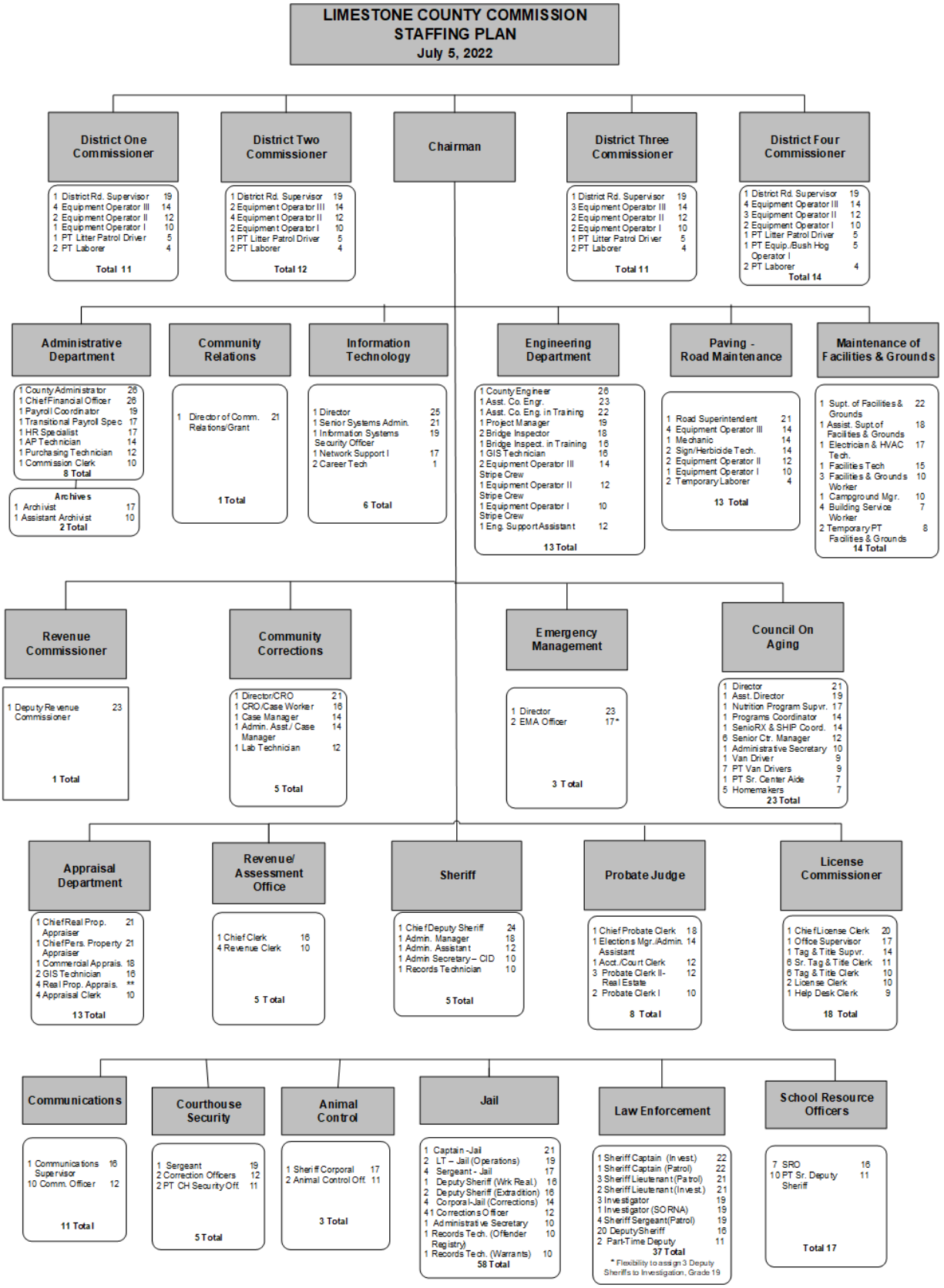
MOTION was made by Jason Black and seconded by Danny Barksdale to approve to promote Rachel Hale from Administrative Clerk, Grade 9, to Tag and Title Clerk, Grade 10, in the License Commission's office.

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 Daryl Sammet to approve to promote Audrey Kilpatrick from Tag and Title Clerk, Grade 10, to Senior Tag & Title Clerk, Grade 11, in the License Commission's office.

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

MOTION was made by Jason Black and seconded by Danny Barksdale to amend Staffing Plan to remove (1) Administrative Clerk, Grade 9, and add (1) Help Desk Clerk, Grade 9 under the License Commissioner.



***EMA Officer**

10 years' experience & required certifications: 19

****Real Property Appraiser**

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

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 Jason Black and seconded by Danny Barksdale to approve job description for Help Desk Clerk for the License Commission's office.

Help Desk Clerk

License Commissioner
Job Grade 9

JOB SUMMARY

This position is responsible for providing clerical and customer service support for department operations.

MAJOR DUTIES

- Greets each customer upon entry and when exiting.
- Provides each customer with the proper clerk assignment, based on the needs each customer describes.
- Surveys each customer to ensure that all required documentation is available to complete their desired transaction(s).
- Works with customers on a case by case basis to provide an understanding of what documents are needed in order to complete their desired transaction.
- Monitors lobby on a constant basis to prevent any customers from missing their queue to approach his or her assigned window in order to receive services.
- Monitors waiting lobby to identify and report any suspicious behavior to supervisor and/or on-site Security Officer.
- Maintains an extensive library of educational resources that can be provided to customers who are unaware of the requirements for specific transactions.

- Daily interaction with a diverse pool of individuals.

- As the first and the last staff member the customer may interact with, this position will field comments, compliments and complaints. This position will be tasked with determining if/when a supervisor needs to be requested, based on a case by case occurrence.

- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of modern office practices and procedures.

- Knowledge of county and departmental policies and procedures.

- Knowledge of computers and job-related software programs.

- Skill in prioritizing and organizing work.

- Skill in the provision of customer services.

- Skill in the maintenance of files and records.

- Skill in the use of such office equipment as a computer, scanner, fax machine, and copier.

- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Deputy License Commissioner assign work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

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

COMPLEXITY/SCOPE OF WORK

- Through initial training, develops a broad understanding of documentation requirements (both State and Local) for all License Commissioner's Office transactions.

- Ability to identify key elements on documents that are not uniform to documents maintained by the Alabama Department of Revenue (i.e. Out of State Titles and/or Registrations, Divorce Decrees, Power of Attorneys, etc.)

- As the initial greeter of each customer, this position is relied on heavily for setting the tone of each customer's visit. This staff member will be required to communicate with a wide variety of personalities but will be expected to provide consistent, friendly customer service to all

- This position will be affected greatly by times of high traffic. Multitasking is continuously required, with the complexity of demands increasing significantly during times of higher traffic.

CONTACTS

- Contacts are typically with co-workers, other county employees, representatives of state agencies, and members of the general public.

- Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while standing behind a desk or table. The employee may lift light objects at times and will make frequent trips between the designated Help Desk and other areas of the office.

- The work is typically performed in the Limestone County Courthouse Annex main lobby.

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.

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 Danny Barksdale and seconded by Jason Black to approve to transfer Shelly Posey from Corrections Officer to Corrections Corporal, effective July 5, 2022.

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.

MOTION was made by LaDon Townsend and seconded by Jason Black to approve to transfer Jimmy Flynt from Part Time School Resource Officer to Part Time Courthouse Security, effective July 5, 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 Jason Black and seconded by Daryl Sammet to approve to transfer Christian Fraiser from Deputy assigned to Investigations to Investigator, effective July 5, 2022.

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 LaDon Townsend and seconded by Danny Barksdale to approve to hire Onur Gunes as Corrections Officer effective July 5, 2022, pending a drug screening.

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 LaDon Townsend and seconded by Daryl Sammet 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
Jamie Ezell	Appraisal Clerk	7/25/2022
Makayla Kennedy	Real Property Appraiser Trainee	7/5/2022
Michelle Burns	Appraisal Clerk	7/21/2022

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

MOTION was made by Daryl Sammet and seconded by Danny Barksdale to approve the following subdivisions:

Name	S/D Type	Approval Type	Lots	District	Location
Jones Spring Subdivision Phase 2	Major	Final	32 Lots	2	North of Pepper Rd west side of Jones Rd
Southern Gayles Estates	Major	Preliminary	33	1	South side of Bain Rd approximately ½ mile west of Mooresville Rd

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 Jason Black and seconded by Danny Barksdale to approve to remove the following from inventory:

Department	Item	Serial #
District 3	2006 Freightliner MZ 112 Lowboy Tractor	1FUJC5DE16HW09633

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.

Chairman Daly stated that the Report of Officers would be conducted before the vote to enter into Executive Session.

Commissioner Sammet reported that Hays Mills Road is being prepared for resurfacing and there are two projects left for chip sealing. Commissioner Sammet also reported that District 1 is out bush hogging.

Commissioner Black reported that he had been in touch with TVA and Sheriff McLaughlin regarding the area at Hatchett Ridge, and that a one-week warning would be issued to those camping in that area to remove their belongings. Commissioner Black stated that District 3 removed a triaxle load of garbage from that area. Commissioner Black reported that District 3 was also bush hogging, and he thanked the Commission for allowing the recycling items to be removed from the agenda for a two-week period.

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Commissioner reported that the culvert top was put on at Dawson Dupree and that District 4 was bush hogging.

Chairman Daly thanked everyone for coming in to present their budget requests as well as those coming in at 1:30 for those budget requests. Chairman Daly reported that after the Executive Session that there would be no further action and the meeting would then be adjourned.

MOTION was by Danny Barksdale and seconded by Jason Black to enter executive session to discuss a personnel matter.

Chairman Daly announced there would be no other business after the executive session except to adjourn. The Administrator called the roll. Danny Barksdale, aye; Jason Black, aye; Daryl Sammet, aye; and LaDon Townsend, aye. Motion carries unanimously.

Adjourned at 11:10 a.m. until 9:00 a.m. on Monday, July 18, 2022 at the Clinton Street Courthouse Annex, 100 South Clinton Street, Athens, Alabama.