

MINUTES OF HOUSTON COUNTY COMMISSION  
FEBRUARY 26, 2007

PRESENT: Chairman Mark S. Culver, Commissioner Curtis Harvey, Commissioner Bobby R. Snellgrove, Commissioner Frances M. Cook, Commissioner Phillip L. Forrester, Gary Sherrer, Attorney, Mark Pool, Engineer, and Roy Roberts, Administrator

ABSENT: None

Chairman Mark Culver called the 10:00 A.M. meeting to order. Rev. Cliff Morrison, Youth Minister, Bay Springs Baptist Church, gave the invocation. Commissioner Forrester led in the Pledge of Allegiance.

Commissioner Forrester made a motion to approve the minutes of the last meeting. Commissioner Snellgrove seconded; and the motion carried unanimously.

Announcements and Public Comments from Chairman and Commissioners

Chairman Culver reported he had attended the Substance Abuse Partnership's Annual Meeting last week. He stated the commission received a Certificate of Appreciation for the members' personal commitment, dedication, and performance over the 15 years their organization has been in existence. Chairman Culver stated they are celebrating their 15<sup>th</sup> Anniversary and they went into a lot of history. He reported it was a nice event and he felt the organization appreciates what the commission does for them, and this commission certainly appreciates what they are doing for our community.

Chairman Culver called Clark Matthews, Executive Director, EMA, to come forward and read a letter he had received from the U.S. Department of Energy expressing their appreciation for the outstanding support given by Mr. Shelby Womack, Mr. Clark Matthews, and the personnel of Houston County during the August 2006 recent Southern Crossing Federal Radiological Monitoring and Assessment Center full scale exercise. The chairman reported they sent Certificates of Appreciation for a lot of people involved in the exercise and he presented Mr. Matthews with his certificate and thanked him and Mr. Womack for making that large event successful in our county. Chairman Culver requested Mr. Matthews see that everyone else gets their certificate.

Consent Agenda

1. Appointment of the Commission Representative to the SE Alabama Rural Planning Organization (RPO) – Commissioner Bobby Snellgrove.

2. Re-appointments to the Dothan-Houston County Mental Retardation Board, Inc. – Mr. Alan Livingston, Mrs. Aleda Holmes.
3. Request to award bid on computer for Personnel.
4. Request to award bids on street name signs and crushed limestone.
5. Request to extend bids for another six months on hot mix asphalt and concrete.

Commissioner Harvey made a motion to approve the consent agenda to include the appointment of Commissioner Bobby Snellgrove as the Commission Representative to the SE Alabama Rural Planning Organization (RPO); re-appoint Mr. Alan Livingston and Mrs. Aleda Holmes to the Dothan-Houston County Mental Retardation Board, Inc.; award the bid for the computer in the Personnel Department to Howard Computers, Inc, low bidder meeting specs, in the amount of \$1,116.00; award the bid for street name signs to Osborn Associates, the low bidder meeting specs in each category, and to award the bid for crushed limestone to Lewis Materials, low bidder meeting specs in each category; and to extend the bid on hot mix asphalt for patching FOB price of \$50.00 per ton for another six month period beginning March 1, 2007 through September 1, 2007; and to extend the concrete bid with Wiregrass Ready Mix, Inc. for 3000 psi with fiber and/or IIE for 97.50 per yard from February 1, 2007 through August 1, 2007. Commissioner Cook seconded; and the motion carried unanimously. (Please see attached bid summary sheets in Minute Book)

#### Regular Agenda

1. Request to do site work for SARCOA on the Wiregrass Senior Resource Center according to Houston County policy.

Commissioner Harvey made a motion to approve the request to do site work for SARCOA on the Wiregrass Senior Resource Center according to Houston County policy. Commissioner Snellgrove seconded the motion. Chairman Culver reported Robert Crowder, Executive Director, was present to answer any questions. The chairman reported on Thursday the commission discussed the timing on the project and that SARCOA would pay the cost on the asphalt and the curbing in the parking lot as per the county's policy. The chairman called for the question; and the motion carried unanimously.

2. Appointments to Houston County Water Authority.

Commissioner Harvey made a motion to re-appoint Shon Holton to the Houston County Water Authority. Commissioner Snellgrove seconded the motion. Commissioner Snellgrove reported he had an appointment that expires next week and he stated he would like to delay it until the next meeting. The

chairman stated that appointment would be placed on the next meeting's agenda. The chairman called for the question; and it carried unanimously.

3. Request to adopt Resolution making Sales Tax Holiday perpetual.

Commissioner Harvey made a motion to approve the request to adopt the Resolution making the Sales Tax Holiday perpetual. Commissioner Cook seconded the motion. Chairman Culver then read the Resolution. He stated last year the commission passed it only for one year and this resolution will make it perpetual. He pointed out they had looked closely and the revenues were not impacted last year. Chairman Culver reported a lot of good comments had been received. He pointed out since Houston County is located in the corner of Georgia and Florida, and both of those states have a Sales Tax Holiday it worked out well last year. Chairman Culver then called for the question; and the motion carried unanimously. (Please see in Resolution Book)

4. Request from Department of Veteran Affairs to adopt Resolution in support of keeping VA Clinic in Houston County – Mr. Wendell Stepp and Mr. Al Smith.

Commissioner Forrester made a motion to adopt the Resolution in support of keeping the VA Clinic in Houston County. Commissioner Cook seconded the motion. Chairman Culver asked Mr. Wendell Stepp to come forward and he gave a brief history on the clinic. He reported he and Al Smith, former Veterans Affairs Service Officer, had been working hard to try and save the clinic. He stated he appreciated the commission's support. Chairman Culver thanked Mr. Stepp and he read the portion of the Resolution stating: "Now, Therefore Be it Resolved, that the members of the Houston County Commission do hereby appeal to the VA officials to reconsider their plans to move the Dothan VA Clinic from Houston County to Fort Rucker." The chairman stated the commission was adopting a formal Resolution, and he gave it to Mr. Stepp for him to get to the appropriate entities. Mr. Stepp thanked the chairman and the commission. Chairman Culver called for the question; and the motion carried unanimously. (Please see in Resolution Book)

5. Request to approve final County logo as presented and require all communications, correspondence, vehicles and equipment paid for by Houston County funds to use approved logo.

Commissioner Cook made a motion to grant the request to approve the County logo as presented and require all communications, correspondence, vehicles and equipment paid for by Houston County funds to use the approved logo. Commissioner Forrester seconded the motion. Commissioner Snellgrove reported on Thursday there was discussion about how it would be paid, and he asked if it was finalized if department heads had funding in their budgets? Mr. Roberts reported there may be individual departments that have sufficient funds

to do budget amendments within. The chairman asked Mr. Pool if he had any funds budgeted? Mr. Pool stated it was a small amount and it was like budgeting paper in Office Supplies. Commissioner Snellgrove stated he thought the county was looking at a costly project to change all of the logos and the signs on the buildings. He asked if each department would do a budget amendment or if bids would be taken and the monies come out of the general fund? Chairman Culver stated he did not know the answer and there would probably be some printing requirements. He reported the Revenue Commission office has done some printing in-house with the new logo. Chairman Culver stated the printing has been done in-house on the previous letterhead. He reported because of the nature of this logo there was some concern about doing it in-house. Chairman Culver asked Mr. Roberts along with the Accounting Department to look at the different avenues to get this work done? He stated letterheads, etc. would be done in the most economical manner. He asked Andy Savelle to change all of the logos on the website? The chairman called for the question; and the motion carried unanimously.

6. Request to contract with Decisions, Inc. to do a job analysis and develop a testing process for position at Road and Bridge Department.

Chairman Culver reported the cost would be \$18,000 plus expenses not exceeding \$1,200 only for food, lodging, and mileage. Commissioner Cook made a motion to approve the request to contract with Decisions, Inc. to do a job analysis and develop a testing process for a position at the Road and Bridge Department at a cost of \$18,000 plus expenses not exceeding \$1,200 only for food, lodging and mileage. Commissioner Harvey seconded the motion; and it carried unanimously.

7. Request from the Alabama Department of Agriculture and Industries to act as a pass through to the Chamber for funds for entry fees for the 71<sup>st</sup> Annual Tri-State Junior Beef and Expo Sale and for the Rookie Showmanship Sponsorship for the Alabama Junior Expo.

Commissioner Snellgrove made a motion to approve the request from the Alabama Department of Agriculture and Industries to act as a pass through to the Chamber for funds for entry fees for the 71<sup>st</sup> Annual Tri-State Junior Beef and Expo Sale and for the Rookie Showmanship Sponsorship for the Alabama Junior Expo. Commissioner Harvey seconded the motion. Chairman Culver reported this is a standard flow through that the commission has done for many years and the agriculture department pays the entry fees for these students to come and show their animals. He stated they cannot give it directly to the show; it has to be a flow through from the county. Chairman Culver encouraged everyone to attend this event which is scheduled February 27<sup>th</sup>-28<sup>th</sup>. He stated this is the oldest running beef cattle show east of the Mississippi River. Commissioner Snellgrove asked if this would be at the Farm Center? The chairman stated yes. Chairman Culver called for the question; and the motion carried unanimously.

8. Request to approve and sign agreements between Houston County and the Alabama Department of Transportation for the construction of two bridges (BRZ-3500(216); Hopkins Road @ Cedar Creek & BRZ-3500(215); Baxter Road @ Lamp Creek).

Commissioner Harvey made a motion to approve and sign the agreements between Houston County and the Alabama Department of Transportation for the construction of two bridges (BRZ-3500(216); Hopkins Road @ Cedar Creek & BRZ-3500(215); Baxter Road @ Lamp Creek). Commissioner Snellgrove seconded the motion. Chairman Culver stated there was a presentation on Thursday showing where the bridges are located. He reported one is in Commissioner Snellgrove's district and the other one is in both Commissioner Snellgrove and Commissioner Harvey's districts. Mr. Pool reported there is \$100,000 in to match all of the other different kind of federal funds. He stated they are able to charge out all the inspections, salaries, time, fuel, vehicles that are used, and the most they could get on this project is \$77,000.00. Commissioner Snellgrove asked Mr. Pool how many bridges will be left to be done after the completion of the two that were approved? Mr. Pool stated there will be four that the school bus cannot cross. Mr. Pool stated this project will be let February 28<sup>th</sup>, and when they know the exact numbers they will review the federal funds. He reported they might be able to let another one this year or roll it into something next year. Mr. Pool pointed out somewhere in the middle they have to go get some extra money from the Department of Transportation. He pointed out they usually get funds every year. He stated it is on the plan to complete the bridges. Chairman Culver called for the question; and the motion carried unanimously. (Please see in Resolution Book)

9. Request to adopt Solid Waste Management Plan (SWMP).

Commissioner Cook made a motion to approve the request to adopt the Solid Waste Management Plan. Commissioner Snellgrove seconded the motion. Chairman Culver reported this is a requirement from ADEM based on lawsuits that they have had from other landfills. The chairman called for the question; and the motion carried unanimously. (Please see in Resolution Book)

Chairman Culver reminded everyone the meetings are being archived on the internet and anyone can go to the website [www.houstoncounty.org](http://www.houstoncounty.org) to hear the Administrative meetings or Commission meetings. He stated they are still working on getting the meetings where they will be broadcast live.

Reports from Staff:

- a. County Administrator

Mr. Roberts stated Mr. Ron Campesi, a retired government employee, passed away in the last few days. He reported he was a good friend of his and also the

father-in-law of one of the county employees. He asked that the Ron Campesi family be kept in the county's thoughts and prayers.

b. County Engineer

Mr. Pool reported last week they utilized the new subdivision law. He pointed out a subdivision was started without any contact with the Road and Bridge Department. He stated by penalty of law, a citation can be written for between \$250.00 and \$1,000.00 per lot. Mr. Pool reported they wrote a citation in the amount of \$58,000.00 on a subdivision in Cottonwood that was started without proper procedures. He stated he hoped this does not happen again. Chairman Culver pointed out the law was changed last year and strengthened a lot, and he stated he hoped these things would not happen. The chairman stated he was sure this will get the developer's attention and he will proceed to do it properly. Commissioner Forrester asked if it makes it a done deal or does the developer have any recourse? Mr. Pool stated there are two recourses they could comply and the fine could be lowered to \$250.00 per lot or they could not comply and a ticket would be written for double that amount next month on top of the \$58,000.00 ticket. He pointed out the next month it would double again. It was pointed out it would be in their best interest to comply.

Chairman Culver stated he was glad to have Mr. Pool present as he was under the weather on Thursday.

c. County Attorney

Mr. Sherrer reported he had one item to present related to an application for and to establish a cemetery in Cottonwood, Alabama. He stated it has been filed with the Judge of Probate as required by law and the application has to be submitted to the commission for approval also. Mr. Sherrer pointed out before the commission approves it has to be referred to the county health department for them to investigate the site for environmental health as well as sanitary health purposes. Mr. Sherrer reported that has been done and they are to make a recommendation to the commission. He reported in a letter dated February 23<sup>rd</sup>, the health department recommended the application to establish the cemetery in Cottonwood be approved. Mr. Sherrer reported the name of the cemetery will be The Mount of Olives Memorial Garden. Commissioner Snellgrove made a motion to grant the application of the Town of Cottonwood, Alabama, who will be the owner of the cemetery, to establish a cemetery to be located at 6345 Gene Terry Road, Cottonwood, Alabama and to be known as The Mount of Olives Memorial Garden. Commissioner Cook seconded. Chairman Culver reported this is a process that the commission does not have to do very often, but it is a process that the law requires that the commission authorize it. The chairman called for the question; and the motion carried unanimously.

Chairman Culver stated the commission continues to keep Mr. Sherrer and his mother in their thoughts and prayers and hope for the best.

Adjourn

Commissioner Harvey made a motion to adjourn. Commissioner Snellgrove seconded; and the motion carried unanimously.