

**RANDOLPH COUNTY COMMISSION  
SEPTEMBER 7, 2023  
WORKSHOP AGENDA**

**PRAYER**

**PLEDGE OF ALLEGIANCE**

**WELCOME ALL VISITORS**

**PUBLIC COMMENT (10 MIN)**

1. GARY DALRYMPLE – CR446& CR439

**AWARD & PROCLAMATIONS**

1. PATRICIA CANTRELL – CERTIFICATE IN COUNTY ADMINISTRATION

**PUBLIC HEARINGS**

**OLD BUSINESS**

**CONSENT AGENDA**

1. APPROVE THE MINUTES FROM THE AUGUST 14, 2023 REGULAR COMMISSION MEETING
2. APPROVE THE MINUTES FROM THE AUGUST 28, 2023 CALLED COMMISSION MEETING
3. APPROVE THE LIST OF INVOICES FOR PAYMENT

**NEW BUSINESS**

1. JMR+H TO PRESENT 35% DESIGN MEETING FINDINGS
2. DISCUSS AWARDING THE GARBAGE BIDS TO THE LOWEST RESPONSIBLE BIDDER
3. DISCUSS A THREE-YEAR MASTER LICENSE AND SERVICE AGREEMENT FOR TRALIAN OPERATING, LLC TO PROVIDE EMPLOYEE EDUCATION ON SAFETY, DRUG USAGE, SEXUAL HARASSMENT, SUPERVISOR HUMAN RESOURCES BEST PRACTICES, ETC... AND AUTHORIZE THE CHAIRMAN TO EXECUTE THE DOCUMENTS
4. DISCUSS RENEWING THE HIGHWAY DEPARTMENT'S CIMS SOFTWARE AGREEMENT AND AUTHORIZE THE CHAIRMAN TO EXECUTE THE DOCUMENTS

5. DISCUSS APPROVING RESOLUTION 2023-09A TO AUTHORIZE A JOINT BID WITH CLEBURNE COUNTY FOR ASPHALT
6. DISCUSS APPROVING THE PETITION FOR REFUND DATED 8/17/23 IN THE AMOUNT OF \$40,494.24
7. DISCUSS SETTING THE COUNTY'S CAPITALIZATION THRESHHOLD AT \$5,000.00
8. DISCUSS CALLING A SPECIAL BUDGET WORKSHOP FOR SEPTEMBER 14, 2023 AT 3:00PM CDT

#### **REPORTS FROM STAFF**

Chief Administrative Officer –

Chief Financial Officer – Fiscal Year 2024 Draft Budget

Engineer –

Sheriff –

Other

**CHAIRMAN PAMELA JOHNSON**

**COMMISSIONER CHRISTOPHER BROWN**

**COMMISSIONER LARRY ROBERTS**

**COMMISSIONER DEREK FARR**

**COMMISSIONER LORENZO FOSTER**

#### **ANNOUNCEMENTS –**

1. SEPTEMBER 13<sup>TH</sup> FLU SHOTS FOR COUNTY EMPLOYEES 8:30AM – 10:20AM

**RANDOLPH COUNTY COMMISSION  
SEPTEMBER 11, 2023  
MEETING AGENDA**

**WELCOME ALL VISITORS**

**PRAYER**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT** *(3 MINUTES TO DISCUSS AN ITEM LISTED BELOW)*

**CALL ROLL TO ESTABLISH A QUORUM**

**AWARD & PROCLAMATIONS**

1. PATRICIA CANTRELL – CERTIFICATE IN COUNTY ADMINISTRATION

**PUBLIC HEARINGS**

**AMENDMENTS TO THE AGENDA**

**APPROVE THE AGENDA** *(AS AMENDED)*

**OLD BUSINESS**

**CONSENT AGENDA**

1. APPROVE THE MINUTES FROM THE AUGUST 14, 2023 REGULAR COMMISSION MEETING
2. APPROVE THE MINUTES FROM THE AUGUST 28, 2023 CALLED COMMISSION MEETING
3. APPROVE THE LIST OF INVOICES FOR PAYMENT

**NEW BUSINESS**

1. MOTION TO AWARD THE GARBAGE BID TO 121 DISPOSAL COMPANY, LLC OF AUBURN, AL AND AUTHORIZE THE CHAIRMAN TO EXECUTE THE CONTRACT DOCUMENTS
2. MOTION TO APPROVE A THREE-YEAR MASTER LICENSE AND SERVICE AGREEMENT FOR TRALIAN OPERATING, LLC TO PROVIDE EMPLOYEE EDUCATION ON SAFETY, DRUG USAGE, SEXUAL HARASSMENT, SUPERVISOR HUMAN RESOURCES BEST PRACTICES, ETC... AND AUTHORIZE THE CHAIRMAN TO EXECUTE THE DOCUMENTS
3. MOTION TO RENEW THE HIGHWAY DEPARTMENT'S CIMS SOFTWARE AGREEMENT AND AUTHORIZE THE CHAIRMAN TO EXECUTE THE DOCUMENTS

4. MOTION TO APPROVE RESOLUTION 2023-09A TO AUTHORIZE A JOINT BID WITH CLEBURNE COUNTY FOR ASPHALT
5. MOTION TO APPROVE THE PETITION FOR REFUND DATED 8/17/23 IN THE AMOUNT OF \$40,494.24
6. MOTION TO SET THE COUNTY'S CAPITALIZATION THRESHHOLD AT \$5,000.00, AS RECOMMENDED BY THE ALABAMA DEPARTMENT OF EXAMINERS OF PUBLIC ACCOUNTS
7. MOTION TO CALL A SPECIAL BUDGET WORKSHOP FOR SEPTEMBER 14, 2023 AT 3:00PM CDT

**ANNOUNCEMENTS –**

1. SEPTEMBER 13<sup>TH</sup> FLU SHOTS FOR COUNTY EMPLOYEES 8:30AM – 10:20AM

**REPORTS FROM STAFF**

Chief Administrative Officer –

Chief Financial Officer – Fiscal Year 2024 Draft Budget

Engineer –

Sheriff –

Other

**CHAIRMAN PAMELA JOHNSON**

**COMMISSIONER CHRISTOPHER BROWN**

**COMMISSIONER LARRY ROBERTS**

**COMMISSIONER DEREK FARR**

**COMMISSIONER LORENZO FOSTER**

**ADJOURN**

STATE OF ALABAMA  
COUNTY OF RANDOLPH

This being Sept. 11, 2023, it is a regular meeting. A quorum was duly established with the following present: Commission Chairman Pamela Johnson and Commissioners Chris Brown, Larry Roberts, Derek Farr and Lorenzo Foster.

County Commission employee Patricia Cantrell was presented with her certificate in County Administration.

Commission Farr made a motion to approve the agenda. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Commissioner Foster made a motion to approve the consent agenda. Commissioner Brown seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Commissioner Roberts made a motion to award the garbage bid to 121 Disposal Company LLC of Auburn, to authorize the chairman to execute the contract documents and to allow 121 to use the county-owned containers. Commissioner Farr seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Commissioner Farr made a motion to approve a three-year master license and service agreement with Traliant Operating LLC to provide employee education on safety, drug usage, sexual harassment, supervisor human resource best practices, etc., and authorize the chairman to execute the documents. Commissioner Brown seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Commissioner Roberts made a motion to renew the highway department's CIMS Software agreement and authorize the chairman to execute the documents. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Commissioner Farr made a motion to approve Resolution 2023-09A to authorize a joint bid with Cleburne County for asphalt. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Commissioner Brown made a motion to approve the petition for refund dated Aug. 17, 2023, in the amount of \$40,494.24. Commissioner Farr seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Commissioner Roberts made a motion to set the county's capitalization threshold at \$5,000, as recommended by the Alabama Department of Examiners of Public Accounts. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Commissioner Roberts made a motion to call a special budget workshop on Sept. 14, 2023, at 3 p.m. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Johnson declared the motion carried.

Regular meeting, Sept. 11, 2023

Commissioner Farr made a motion to adjourn. Commissioner Brown seconded the motion. With all present voting "aye," Chairman Johnson adjourned the meeting.



Chairman Pamela Johnson



Commissioner Derek Farr



Commissioner Lorenzo Foster



Commissioner Larry Roberts



Commissioner Chris Brown

# **RESOLUTION 2023-09A**

## **RESOLUTION AND AGREEMENT TO PARTICIPATE IN A JOINT BIDDING PROGRAM FOR ASPHALT**

**WHEREAS**, the Alabama Legislature enacted Act No. 2000-153 during the 2000 Regular Session, which act authorizes two or more counties in the state to enter into agreements for the joint bidding and purchase of items required to be bid under Alabama's competitive bid law (Code of Alabama 1975, §41-16-50 et seq.); and

**WHEREAS**, the Randolph County Commission has agreed to administer a joint bidding program for Randolph and Cleburne Counties for the joint bidding of liquid asphalt as required under Alabama's competitive bid law; and

**WHEREAS**, pursuant to Code of Alabama 1975, §41-16-50, each county desiring to participate in a joint bidding program is required to adopt a similar resolution, signifying its desire to participate and its agreement to the terms and conditions of participation; and

**WHEREAS**, the Randolph and Cleburne County Commissions desire to join and participate in this joint bidding program for liquid asphalt and understand and agree to the procedures as set out below:

1. That the Randolph County Commission shall provide administrative services to the program, and in this regard, shall
  - a. Oversee the development of written specifications for each item to be bid,
  - b. Provide notice by mail to respective bidders for each item to be jointly bid as required by law,
  - c. Open bids pursuant to the bid specifications at its office at 12 East Broad Street Southeast in Wetumpka, Alabama, and
  - d. Provide other services as necessary
  
2. That in order to participate, the Cleburne County Commission shall forward to the Randolph County Commission the names and addresses of each person or company who has submitted a written request to be included in solicitations of bids for a particular item (its "vendor lists"), and that following receipt of said vendor lists, the Randolph County Commission shall mail appropriate bid specifications to each applicable person or company if that particular item is being bid, as provided in Code of Alabama 1975, §41-16-54.
  
3. That in compliance with Code of Alabama 1975, §41-16-54, the Cleburne County Commission shall not be eligible to purchase an item under the contract awarded through the program unless it has provided the Randolph County Commission with its vendor list for liquid asphalt, if such a list is held by the county.
  
4. That the Randolph County Commission will provide the Cleburne County Commission with a notice of solicitation for bids and in compliance with Code of Alabama 1975, §41-16-54, each County Commission shall post said notice on a bulletin board in the county's purchasing office or courthouse.

5. That in compliance with Code of Alabama 1975, §41-16-54, each county agrees that it shall not be eligible to purchase an item under a contract awarded through this program, unless it has posted such notice.
6. That following the opening of bids, the Randolph County Commission shall serve as the awarding authority for the program and shall determine the lowest responsible bidder and award any contract bid through the program at a regular meeting of the Randolph County Commission as announced at the opening of bids.
7. That participation in the county joint bidding program is strictly voluntary, and that, subject to the conditions set out in paragraphs 2, 3, 4, and 5, once a contract has been awarded through the program, the Randolph County Commission and Cleburne County Commission may purchase liquid asphalt during the contract period under the terms of and at the price established under the contract, but shall not be required to purchase under the contract awarded through this program.
8. That if either county decides to purchase an item other than through the program, it must separately bid that item if such bidding is required by Alabama's competitive bid law.
9. That following the award of a contract under this joint bid program, purchases of liquid asphalt through the program by the Randolph County Commission shall be made directly from the successful bidder by the county pursuant to its own purchasing policy, and that the Randolph County Engineer, Justin Rush, shall serve as the joint purchasing agent representing the program.
10. That following the award of the contract under this joint bid program, purchases of liquid asphalt through this program by the Cleburne County Commission shall be made directly from the Randolph County Commission by the following process:
  - a. All liquid asphalt shall be picked up at the Randolph County Highway Department located at 817 Woodland Avenue Northwest in Wedowee, AL.
  - b. At least 30 minutes notice shall be given to the Randolph County Engineer prior to pick up to ensure an employee is available for dispensing of the materials.
  - c. The Randolph County Highway Department shall be in charge of the billing/invoicing to the Cleburne County Commission on a monthly basis.
    - i. All billing shall be calculated by multiplying the awarded contract bid price by the amount of liquid asphalt dispensed
    - ii. The amount of liquid asphalt dispensed shall be calculated by the capacity of each truck load, the gauge located on Randolph County's tar tank, the gauge located on Cleburne County's tar truck, whichever is deemed most accurate by the Randolph and Cleburne County engineers.
  - d. All invoices will be mailed via USPS to the Cleburne County Commission at P.O. Box 908, Heflin, Alabama, 36264.
  - e. All invoices shall also be emailed to Lisa Copeland at [lcopeland@cleburnecounty.us](mailto:lcopeland@cleburnecounty.us) and Travis Heard at [heardt@randolphcountyalabama.gov](mailto:heardt@randolphcountyalabama.gov).
  - f. All invoice payments shall be considered due upon receipt and late after 30 days. Late payments may be assessed a 5% late fee.
  - g. All payments should be made via check clearly listing the invoices paid and mailed to the Randolph County Commission at PO Box 228, Wedowee, AL 36278.



11. That the Randolph and Cleburne County Commissions shall remain a member of the program so long as they desire and agree to participate in this joint bidding agreement under its terms and conditions, and that either Commission desiring to terminate its participation shall give at least thirty (30) days notice of its intent to terminate.
12. That at the expiration of the thirty days termination notice, the joint bidding program shall cease to exist, and neither county shall be eligible to make purchases under the terms nor at the cost of the contract awarded through this program.
13. That following termination of this joint bidding program, each county will be required to bid liquid asphalt on its own under the requirements of Alabama's competitive bid law.
14. That this resolution, once adopted by each county commission, shall serve as its agreement and contract with the other participating county for the joint bidding of liquid asphalt required to be bid under Alabama's competitive bid law.
15. That in order for a county to purchase an item through this joint bidding program, it must have joined the program by adopting this resolution prior to the solicitation of bids for liquid asphalt, but that once the county has joined the program, it shall remain a member, and subject to the conditions set out in paragraphs 2, 3, 4, and 5 above, shall be eligible for the purchase of all items thereafter bid under the program until and unless it terminates its participation as set out in paragraphs 11, 12, and 13 above.

**BE IT RESOLVED BY THE RANDOLPH COUNTY COMMISSION** that it agrees to all terms and conditions of the county joint bidding program as set out above, and desires to participate in said program.

**BE IT FURTHER RESOLVED** that it is the intent of the Randolph County Commission by adoption of this resolution to enter into a joint bidding agreement with the Cleburne County Commission.

**BE IT FURTHER RESOLVED** that a copy of this resolution be immediately forwarded to the Cleburne County Commission with a request for them to join us in the joint bidding venture until the program is terminated under the procedures set out in paragraphs 11, 12, and 13 above.

**IN WITNESS THEREOF**, the Randolph County Commission has caused this Resolution to be executed in its name and on its behalf by its Chairperson on this the 11<sup>th</sup> day of September, 2023.

  
Pamela B. Johnson  
Randolph County Commission Chair

