

**RANDOLPH COUNTY COMMISSION
SEPTEMBER 23, 2024
MEETING AGENDA**

WELCOME ALL VISITORS

PRAYER

PLEDGE OF ALLEGIANCE

THOSE SIGNED IN TO SPEAK ON A SUBJECT FROM THE AGENDA (3 MIN)

CALL ROLL TO ESTABLISH A QUORUM

AMENDMENTS TO THE AGENDA

APPROVE THE AGENDA (AS AMENDED)

AWARDS & PROCLAMATIONS

PUBLIC HEARINGS

OLD BUSINESS

1. DISCUSS RENEWING THE CONTRACTS WITH THE DEPARTMENT OF YOUTH SERVICES AND THE LEE COUNTY YOUTH DEVELOPMENT CENTER

CONSENT AGENDA

1. APPROVE THE MINUTES FROM THE SEPTEMBER 9, 2024 REGULAR MEETING
2. REVIEW THE LIST OF APPROVED CHECK PAYMENTS
3. APPROVE THE EMPLOYEE EVALUATION RAISES AS BUDGETED

NEW BUSINESS

1. APPROVE THE APPLICATION SUBMITTED BY ALLEN FOOD MARTS, INC, LOCATED AT 21143 HWY 431, WEDOWEE, AL, FOR A 040 – RETAIL BEER (ON OR OFF PREMISES) AND A 060 – RETAIL TABLE WINE (ON OR OFF PREMISES) ALCOHOL LICENSE
2. APPOINT ANGIE KEY TO THE ECONOMIC DEVELOPMENT AUTHORITY AS THE DISTRICT 2 REPRESENTATIVE TO REPLACE MICHAEL JONES WHO RESIGNED
3. MOTION TO MOVE THE NEXT REGULAR MEETING ON OCTOBER 15TH AT 3PM DUE TO COLUMBUS DAY
4. MOTION TO TABLE RENEWING THE DRUG COURT CONTRACT WITH PATTI MCGUIRE

5. MOTION TO TABLE RENEWING THE INMATE MEDICAL CONTRACT WITH SOUTHERN HEALTH PARTNERS
6. MOTION TO APPROVE RESOLUTION 2024-09B DESIGNATING A PUBLIC OFFICER FOR OPEN RECORDS REQUESTS
7. MOTION TO APPROVE RESOLUTION 2024-09C ADOPTING PROCEDURES FOR OPEN RECORDS REQUESTS
8. MOTION TO APPROVE THE FISCAL YEAR 2025 BUDGET
9. MOTIONS TO AWARD THE FISCAL YEAR 2025 HIGHWAY DEPARTMENT BIDS

ANNOUNCEMENTS

1. THE COURTHOUSE AND ANNEXES WILL BE CLOSED ON OCTOBER 14TH FOR COLUMBUS DAY

REPORTS FROM STAFF

Administrator

Engineer

Sheriff

Other

CHAIRMAN CHRISTOPHER BROWN

COMMISSIONER LARRY ROBERTS

COMMISSIONER PAMELA JOHNSON

COMMISSIONER DEREK FARR

COMMISSIONER LORENZO FOSTER

ADJOURN

STATE OF ALABAMA
COUNTY OF RANDOLPH

This being Sept. 23, 2024, it is a regular meeting. A quorum was duly established with the following present: Chairman Chris Brown and Commissioners Pamela Johnson and Lorenzo Foster. Commissioners Derek Farr and Larry Roberts were absent.

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

Commissioner Johnson made a motion to renew the contract with the Department of Youth Services and Lee County Youth Development Center. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

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

Commissioner Foster made a motion to table the application submitted by Allen Food Marts Inc., located at 21143 Hwy. 431, Wedowee, for a 040-Retail Beer (on or off premises) and a 060-Retail Table Wine (on or off premises) alcohol license. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to appoint Angie Key to the Economic Development Authority as the District 2 representative to replace Michael Jones, who resigned. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to move the next regular meeting to Tuesday, Oct. 15, at 3 p.m. due to Columbus Day on Monday. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Johnson made a motion to table renewal of the drug court contract with Patti McGuire. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Johnson made a motion to table renewal of the inmate medical contract with Southern Health Partners. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve Resolution 2024-09B, designating a public officer for open records requests. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Johnson made a motion to discuss the fiscal year 2025 budget. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Johnson made a motion to continue providing the E-911 Board with 10 percent of the county's SSUT revenue after \$12,000 is diverted to the Volunteer Fire Association. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the fiscal year 2025 budget. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Regular meeting, Sept. 23, 2024

Commissioner Johnson made a motion to approve the bid for traffic signs to Traffic Signs Inc. of Jacksonville. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bids for crushed stone granite to APAC Wedowee and Wadley Crushed Stone. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bid for crushed stone limestone to Vulcan Materials. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bid for crushed stone quartzite to Vulcan Materials. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bid for bituminous plant mix (picked up) to MidSouth Paving. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Johnson made a motion to approve the bid for liquid asphalt (a joint bid with Cleburne County) to Ergon Emulsions. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Johnson made a motion to approve the bid for corrugated metal pipe to J&G Culvert Inc. Commissioner Foster seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bid for concrete pipe to Foley Products. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bid for timber bridge decking to Stringfellow Lumber Co. LLC. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bid for concrete to Webb Concrete. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bid for traffic striping to Ozark Striping. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Commissioner Foster made a motion to approve the bid for gas and fuel to Allen Oil. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

Regular meeting, Sept. 23, 2024

Commissioner Foster made a motion to approve the bid for guardrail to Alabama Guardrail. Commissioner Johnson seconded the motion. With all present voting "aye," Chairman Brown declared the motion carried.

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



Chairman Chris Brown



Commissioner Derek Farr



Commissioner Lorenzo Foster



Commissioner Larry Roberts



Commissioner Pamela Johnson



RESOLUTION NO. 2024-09B DESIGNATING A PUBLIC OFFICER FOR OPEN RECORDS REQUEST



WHEREAS, it is the policy of the Randolph County Commission (“Commission”) to comply with Alabama’s Open Records Act, as amended by Ala. Act No. 2024-278, effective October 1, 2024, to allow Alabama residents to inspect and take a copy of public records within the custody and control of the Commission, subject to the payment of reasonable fees and to appropriate protections for private, confidential, privileged, and other nonpublic information; and

WHEREAS, the Open Records Act, as amended by Act No. 2024-278, sets forth the general framework for responding to requests by Alabama residents to inspect and take a copy of a public record (“Public Records Requests”); and

WHEREAS, the Open Records Act, as amended by Act No. 2024-278, further provides that an Alabama resident “may request access to a public record by following the written procedures for accepting such requests established by the public officer having custody of the public record”; and

WHEREAS, the Commission desires to designate a public officer to carry out the directives of the Open Records Act, as amended by Act No. 2024-278, as they pertain to public records in the custody and control of the Commission and to develop and recommend to the Commission the adoption of procedures for accepting Public Records Requests.

NOW, THEREFORE BE IT RESOLVED, by this Resolution that the Randolph County Commission hereby designates Travis Heard, County Administrator, to serve as the Public Officer of Randolph County to carry out the directives of the Open Records Act, as amended by Act No. 2024-278, as they pertain to public records in the custody and control of the Commission and to develop and recommend to the Commission from time-to-time the adoption of procedures for accepting Public Records Requests.

Adopted this 23rd day of September 2024.

A handwritten signature in blue ink that reads "Chris Brown".

Chris Brown, Commission Chair



RESOLUTION NO. 2024-09C ADOPTING PROCEDURES FOR OPEN RECORDS REQUESTS



WHEREAS, it is the policy of the Randolph County Commission (“Commission”) to comply with Alabama’s Open Records Act, as amended by Ala. Act No. 2024-278, effective October 1, 2024, to allow Alabama residents to inspect and take a copy of public records within the custody and control of the Commission, subject to the payment of reasonable fees and to appropriate protections for private, confidential, privileged, and other nonpublic information; and

WHEREAS, the Open Records Act, as amended by Act No. 2024-278, sets forth the general framework for responding to requests by Alabama residents to inspect and take a copy of a public record (“Public Records Requests”); and

WHEREAS, the Open Records Act, as amended by Act No. 2024-278, further provides that an Alabama resident “may request access to a public record by following the written procedures for accepting such requests established by the public officer having custody of the public record”; and

WHEREAS, by Resolution 2024-09B adopted on the 23rd day of September 2024, the Commission designated the County Administrator to serve as the Public Officer of Randolph County to carry out the directives of the Open Records Act, as amended by Act No. 2024-278, as they pertain to public records in the custody and control of the Commission and to develop and recommend to the Commission from time-to-time the adoption of procedures for accepting Public Records Requests; and

WHEREAS, the Public Officer so designated has recommended the adoption of procedures for accepting Public Records Requests, which are set forth in full in the attachment to this Resolution and are incorporated by reference herein.

NOW, THEREFORE BE IT RESOLVED, by this Resolution that, effective the 23rd day of September 2024 the Randolph County Commission hereby adopts the procedures for accepting Public Records Requests as set forth in the attachment to this Resolution, the provisions of which are incorporated by reference herein.

Adopted this 23rd day of September 2024.

A handwritten signature in blue ink that reads "Chris Brown".

Chris Brown, Commission Chair



Randolph County

COMMISSION

ALABAMA

PROCEDURES FOR PUBLIC RECORDS REQUESTS

It is the policy of the Randolph County Commission ("Commission") to comply with Alabama's Open Records Act, as amended by Ala. Act No. 2024-278, effective October 1, 2024, ("Open Records Act") to allow Alabama residents, as defined below, to inspect and take a copy of public records within the custody and control of the Commission, subject to the payment of reasonable fees and to appropriate protections for private, confidential, privileged, and other nonpublic information. An Alabama resident requesting to inspect and take a copy of a public record (a "Requester") is required to comply with the procedures set forth below.

ALABAMA RESIDENT: For purposes of the Open Records Act, an Alabama resident is an individual who is permanently domiciled in Alabama with an expectation to remain in Alabama as demonstrated by reasonable proof of residency such as, but not limited to, an Alabama driver license or voter registration.

SUBMISSION OF REQUEST/PROOF OF RESIDENCY: All requests to inspect and take a copy of public records ("public records requests") must be submitted using the Commission's "Standard Public Records Request Form," a copy of which is attached to these procedures. The request must be accompanied by proof of the Requester's status as an Alabama resident. All requests and required documentation must be submitted by the Requester in person at the following location:

Randolph County Commission Office
12 East Broad Street Southeast
Wedowee, Alabama 36278

PLEASE NOTE, DUE TO CYBER SECURITY AND SAFETY CONCERNS THE COMMISSION WILL NOT RESPOND BY WAY OF ACKNOWLEDGMENT OR OTHERWISE TO ANY REQUESTS OR INQUIRIES REGARDING PUBLIC RECORDS THAT ARE SUBMITTED VIA UNSOLICITED EMAILS OR OTHER ELECTRONIC COMMUNICATIONS.

AMERICANS WITH DISABILITIES ACT COMPLIANCE: The Commission will provide effective communication as needed to ensure access to public records within its custody and control pursuant to the requirements of law and this policy.

DATE OF RECEIPT: A public records request will be deemed received when received at the location described above.

DESCRIPTION OF RECORDS REQUESTED: Requests must identify the requested public record with reasonable specificity. The County's Public Officer is not obligated to respond to a request that is vague, ambiguous, overly broad, or unreasonable in scope, nor is the Public Officer obligated to respond to a request that seeks records that do not exist or materials that are not public records.

REMITTANCE OF ADMINISTRATIVE FEES: A Requester will be required to pay estimated reasonable administrative fees before he or she may receive any public records and, in the case of a time-intensive request, i.e., a request that is estimated to require more than eight hours of staff time to process, prior to the initiation of a search for records responsive to the request. If the total fee associated with processing a request is more than the original estimated fee, any additional amount must be remitted before the requested records will be provided.

Fees may be submitted in person or via the United States Postal Service or other common carrier (e.g., FedEx). Payment must be in cash, or via money order or certified bank funds (e.g., cashier's check).

Fees that are remitted in person or by common carrier (other than the United States Postal Service) must be delivered to the following address:

Randolph County Commission Office
12 East Broad Street Southeast
Wedowee, Alabama 36278

Fees remitted via the United States Postal Service must be addressed as follows:

Randolph County Public Officer
Travis Heard, County Administrator
PO Box 228
Wedowee, Alabama 36278

QUESTIONS: Questions regarding the procedures described herein should be directed to the Randolph Public Officer by calling 256-357-4980 or by forwarding your inquiry to the mailing address noted above.



Randolph County

COMMISSION

ALABAMA

PUBLIC RECORDS REQUEST FORM

DATE REQUEST RECEIVED (TO BE COMPLETED BY COUNTY): _____

REQUEST NUMBER (TO BE COMPLETED BY COUNTY): _____

REQUESTER'S CONTACT INFORMATION:

Name: _____

Phone number (include area code): _____

Mailing address: _____

City: _____ State: _____ Zip code: _____

Street address (if different from mailing address): _____

City: _____ State: _____ Zip code: _____

Government entity to which Request to Inspect Public Records is directed: _____

DESCRIPTION OF RECORDS REQUESTED: *PLEASE NOTE - Be as specific as possible. The County's Public Officer is not obligated to respond to a request that is vague, ambiguous, overly broad, or unreasonable in scope, nor is the Public Officer obligated to respond to a request that seeks records that do not exist or materials that are not public records. Additionally, extensive requests for public records may increase the fees to cover the administrative cost of identifying and copying the requested records.*

ADMINISTRATIVE FEES: Payment of estimated administrative fees will be required before your request is fulfilled and, in the case of a time-intensive request, i.e., a request that is estimated to require more than eight hours of staff time to process, prior to the initiation of a search for records responsive to the request.. You will be notified of any estimated administrative fees and the procedures for payment once your request has been evaluated by the County's Public Officer.

CERTIFICATION AND PROOF OF RESIDENCY: By signing below and submitting this request, you certify that you are an Alabama resident with standing to make a request to inspect public records pursuant to Alabama law.

For purposes of this request, a resident is an individual who is permanently domiciled in Alabama with an expectation to remain in Alabama as demonstrated by reasonable proof of residency such, but not limited to, a valid Alabama driver license or voter registration. *Proof of residency will be required in conjunction with the submission of this request.*

SUBMISSION OF REQUEST: Requests to inspect records in the custody and control of the Randolph Commission must be submitted in person during regular business hours at the following location:

Randolph County Commission Office
12 East Broad Street Southeast
Wedowee, Alabama 36278

PLEASE NOTE, DUE TO CYBER SECURITY AND SAFETY CONCERNS THE COMMISSION WILL NOT RESPOND BY WAY OF ACKNOWLEDGMENT OR OTHERWISE TO ANY REQUESTS OR INQUIRIES REGARDING PUBLIC RECORDS THAT ARE SUBMITTED VIA UNSOLICITED EMAILS OR OTHER ELECTRONIC COMMUNICATIONS.

Signed and certified this _____ day of _____, 20____.

Signature of Requester