



## ***Dale County Commission***

### **Commission Meeting Minutes – January 12, 2021**

The Dale County Commission convened in a regular session Tuesday, January 12, 2021. The following members were present: Chairman Steve McKinnon; District One Commissioner Chris Carroll; District Two Commissioner Donald O. Grantham; District Three Commissioner Charles W. Gary; and District Four Commissioner Frankie Wilson.

Chairman McKinnon called the meeting to order at 10:00am. Commissioner Wilson opened with the Pledge of Allegiance. Commissioner Gary followed with prayer.

#### **APPROVED – AGENDA**

Commissioner Gary made a motion to approve the agenda with the addition of item #11- Approval of Capital Expenditure for box fan for morgue.

Commissioner Carroll seconded the motion, all voted aye. Motion carried.

#### **APPROVED – MEMORANDUM OF WARRANTS**

Commissioner Carroll made a motion to approve the following Memorandum of Warrants:

- Accounts Payable Check Numbers 88797-89053.
- Payroll Check Numbers: 154729-154729.
- Direct Deposit Check Numbers: 36860-37153.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

#### **APPROVED – DECEMBER 8, 2020 MINUTES**

Commissioner Gary made a motion to approve the Minutes of the Commission Meeting on December 8, 2020.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

**APPROVED – PERSONNEL**

Commissioner Carroll made a motion to approve the following:

Personnel:

- Approve - Justin Davis – Security Guard Deputy – Sheriff’s Office – VIII \$14.99 /hr.
- Approve – Ashton Davis – Reserve Deputy – Sheriff’s Office - \$8.16 /hr.
- Approve – Nicole Peters – Asst. Tag & Title Supervisor – Rev. Dept. - \$13.86 /hr.
- Approve – Corey Lomanek – Correctional Transport Officer – Jail - \$12.50 /hr.
- Approve – Holly Michelle Chancey – Probate Clerk - \$11.50 /hr.

Commissioner Wilson seconded the motion, all voted aye. Motion carried.

**APPROVED – BOARD APPOINTMENTS – E-911 ADVISORY BOARD**

Commissioner Grantham made a motion to approve the following board appointments for the E-911 Advisory Board: Mr. Tommy Farmer and Commissioner Frankie Wilson (Mr. Aubrey Peters as alternate for Commissioner Wilson).

Commissioner Carroll seconded the motion, all voted aye. Motion carried.

**APPROVED – DEPUTY CORONERS AND BUDGET ADJUSTMENT**

Commissioner Gary made a motion to approve the following as Deputy Coroners and budget amendment for the Coroner department in the amount of \$7,500.00.

- Johnny L. Crawley
- Casey Miller
- Adam Bruhn

Commissioner Wilson seconded the motion, all voted aye. Motion carried.

**APPROVED – LEGISLATION – MUNICIPALITIES TO CONTRACT WITH SHERIFF**

Commissioner Carroll made a motion to approve submission of a Bill, municipalities to contract with the County Sheriff for police service, to local legislative delegation and passage at the next available legislative session. See Exhibit 1.

Commissioner Wilson seconded the motion, all voted aye. Motion carried.

**APPROVED - FUND 151 JAIL AD VALOREM EXPENDITURE**

Commissioner Gary made a motion to approve the expenditure for an ice machine, Manitowac KT0700 with K570 bin and water filter, for the jail in the amount of \$6,845.00.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

**APPROVED - DISPOSAL OF VEHICLES – SHERIFF DEPT**

Commissioner Gary made a motion to approve the following vehicles for disposal:

- Asset # 4060 – 2010 Chev. HHR – 3GNBAADB8AS524277 – sold on Gov. Deals
- Asset # 4066 – 2010 Chev. HHR – 3GNBAADB3AS524705 – sold on Gov. Deals
- Asset # 4064 – 2010 Chev. Express – 1GA2GZDGXA1148564 – sold on Gov. Deals

Commissioner Wilson seconded the motion, all voted aye. Motion carried.

**APPROVED - ADD JOB DESCRIPTION**

Commissioner Carroll made a motion to approve the to add the position of Jail-Sergeant to the Dale County Commission and Classification Pay Plan. See Exhibit 2.

Commissioner Gary seconded the motion, all voted aye. Motion carried

**APPROVED - CAPITAL EXPENDITURE – PISTOL RANGE**

Commissioner Gary made a motion to approve the additional expenditures for the pistol range from Capital, Fund 116. See Exhibit 3.

- \$27,000 for plumbing and electrical.
- \$ 2,750 for additional concrete apron work (concrete and rebar).

Commissioner Wilson seconded the motion, all voted aye. Motion carried

**APPROVED – TRAVEL REQUEST**

Commissioner Gary made a motion to approve travel for Road Supervisors Training – January 25 – 26, 2021- Prattville, Al. - \$ 270.00 Each - Greg Daniels, Jim Deloney, and Dan Terry.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

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Commissioner Grantham seconded the motion, all voted aye. Motion carried.

**APPROVED – RECIND RESOLUTIONS**

Commissioner Gary made a motion to approve rescinding Resolutions, Temporary Suspension and Amendment of Personnel Rules, dated 03/24/20 and 04/14/20.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

**APPROVED - CAPITAL EXPENDITURE – MORGUE BOX COOLER**

Commissioner Carroll made a motion to approve the expenditure, \$4,672.00, for a box cooler for the Morgue from Capital, Fund 116.

Commissioner Grantham seconded the motion, all voted aye. Motion carried

**ANNOUNCEMENT – NEXT REGULAR MEETING**

Chairman McKinnon announced that the next regular meeting of the Dale County Commission will be Tuesday, January 26, 2021 at 10:00am.

**ADJOURNMENT: CONFIRMATORY STATEMENT**

Commission Gary made a motion to adjourn the meeting. Commissioner Wilson seconded the motion. All voted aye. Motion carried.

It is hereby ordered the foregoing documents, resolutions, etc., be duly confirmed and entered into the minutes of the Dale County Commission as its official actions.

  
\_\_\_\_\_  
Steve McKinnon, Chairman

1 208723-1 : n : 11/30/2020 : FC / ma LSA2020-2375  
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9 A BILL  
10 TO BE ENTITLED  
11 AN ACT  
12

13 Relating to Dale County; to provide for contracting  
14 of police services by a municipality with the Sheriff of Dale  
15 County; and to provide for compensation and distribution.

16 BE IT ENACTED BY THE LEGISLATURE OF ALABAMA:

17 Section 1. On and after the effective date of this  
18 act, any municipality within Dale County may contract for  
19 police services with the sheriff of the county. The contract  
20 may include the enforcement by the sheriff and his or her duly  
21 commissioned deputies of all laws within the corporate limits  
22 and police jurisdiction of the municipality including  
23 municipal ordinances and the arrest or citation of any  
24 offenders as if the sheriff and his or her deputies were duly  
25 constituted police officers of the municipality.

26 Section 2. A municipality entering into a contract  
27 with the sheriff for police services shall pay to the county

1 treasury a sum sufficient to provide the necessary manpower  
2 and equipment as mutually agreed upon by the municipal  
3 governing body, the sheriff of the county, and the county  
4 commission.

5 Section 3. The county governing body may receive  
6 from the municipality within the county money for police  
7 services and may expend funds for police services in the  
8 contracting municipality, including the police jurisdiction of  
9 the municipality.

10 Section 4. Each contract between the sheriff and the  
11 contracting municipality shall be with the consent and  
12 approval of the sheriff and the county commission.

13 Section 5. The sheriff and his or her duly  
14 commissioned deputies shall retain the legal and  
15 constitutional immunity afforded to each of them by law.

16 Section 6. All laws or parts of laws which conflict  
17 with this act are repealed.

18 Section 7. The provisions of this act are severable.  
19 If any part of this act is declared invalid or  
20 unconstitutional, that declaration shall not affect the part  
21 which remains.

22 Section 8. This act shall become effective on the  
23 first day of the third month following its passage and  
24 approval by the Governor, or its otherwise becoming law.

## **Jail Sergeant**

<b>Division</b>	<b>Department</b>	<b>Location</b>	<b>Reports To</b>
Sheriff	Jail	Dale County Commission	Sheriff, Jail Administrator, Chief Jailer

### **Job Summary**

Assists the Jail Administrator and Chief Jailer with managing the jail and its employees. Selects, trains, directs, and evaluates employees. Plans and coordinates jail operations with other sections. Maintains a high level of security to protect inmates, jail personnel and the public. Provides health care and food service for inmates. Assists with and oversees maintenance of all jail records. Performs some patrol and law enforcement activities.

### **Duties and Responsibilities**

Assists Jail Administrator and Chief Jailer with managing the jail and its employees. Directs jail staff on special operations necessary to maintain safety, security and cleanliness of the jail. Reviews reports, records, and forms associated with the management of inmates. Periodically reviews policy and procedures for the purpose of keeping them up to date. Recommends any necessary changes to the Jail Administrator and Chief Jailer.

Serves as first line coordinator of inmate complaints. Any complaints that cannot be resolved will be forwarded to the Jail Administrator and Chief Jailer. Assists staff in problem solving issues concerning inmates.

Reviews inmate files, records, and forms to ensure proper booking, transfer, and release of inmates is maintained. Annotates necessary information such as bond amounts, court appearances, and so forth.

Maintains various records, reports, and forms. Spot checks daily logs for information essential in maintaining safety and security of the jail.

Procures the necessary materials for maintaining the jail, staff, and equipment. Ensures jail staff maintain a satisfactory level of cleanliness.

Coordinates with County Maintenance Personnel and private contractors for the performance of repair work to the jail and jail equipment.

Coordinates with court personnel on proper documentation of sentences imposed on inmates and other court related issues concerning inmates. Contacts other law enforcement and correctional agencies to arrange for the transfer of inmates to the appropriate agencies in a timely manner.

Maintains good public relations. Keeps the Jail Administrator and Chief Jailer informed of any issues as they arise.

Other duties as required.



## **Jail Sergeant**

### **Supervisory Responsibilities**

### **Physical Demands**

#### **Standing**

More than 66%

#### **Walking**

More than 66%

#### **Sitting**

Up to 33%

#### **Stooping, Kneeling, Crouching,**

33 - 66%

#### **Climbing or Balancing**

Up to 33%

#### **Use Hands to Finger, Handle,**

More than 66%

#### **Reaching with Hands and Arms**

More than 66%

#### **Tasting or**

Up to 33%

#### **Talking or Hearing**

More than 66%

#### **Lifting**

**Up to 10lbs**

Up to 33%

**Up to 25lbs**

Up to 33%

**Up to 50lbs**

Up to 33%

**Up to 100lbs**

Up to 33%

**More than**

Up to 33%

#### **Vision**

**Close Vision**

**Distance Vision**

**Depth Perception**

**Ability to Adjust**

**Color Vision**

**Peripheral Vision**

**No Special Vision Requirements**

### **Specific physical duties**

Must see well enough to read regular print and observe the activities of inmates. Must hear and speak well enough to communicate by telephone or radio. Requires the body mobility and the strength to protect oneself and others. Requires the physical tolerance to work in confined areas.

#### **Noise Noise**

**Very Quiet**

**Quiet**

**Moderate**

**Loud Noise**

**Very Loud**

### **Specific Noise Duties**

Exposure to a jail environment.

### **Comments**

Must be willing to work non-standard hours, weekends, overtime, and holidays as needed. Must have the emotional stability to handle stressful and dangerous situations and be willing to travel to transport prisoners.

## **Jail Sergeant**

### **Job Specifications**

#### **Education**

High School diploma or equivalent

#### **Work Experience**

Five (5) years' experience in Law Enforcement or Corrections.

#### **Licenses**

Valid Alabama driver's license.

#### **Preferences**

Must have good communication skills, typing skills, and basic math skills. Requires well-developed people skills and sound judgement. Must be able to work with little supervision and remember names, faces, and details of incidents.

#### **Date**

Holmes Creek Rd.  
comb, Al. 36375  
134-886-9078  
( 334-886-7078

# TRINITY

Metal  
Buildings & Supplies,  
Inc.



God Bless America !



II Chronicles 7:14

**Date: 01/04/2021**

**To: Pistol Range Training Facility &  
Voting Machine Storage**

**RE:**

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\$45,000.00-Due upon completion of concrete

\$ 2,750.00-Additional work included addition for 50x6 approach built so it can receive canopy,  
Addition of rebar mats in each pier hole, changing the location of 10x6 already to new  
Side and increasing size to a 20x6

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**TOTAL: \$47,750.00**

**Sanders Electrical & Plumbing, Inc.**

South Union Avenue  
Ozark, AL 36360

Phone: 774-5792

# PROPOSAL

Proposal Number: 364  
 Proposal Date: Dec 15, 2020  
 Complete By: Dec 15, 2020  
 Page: 1

<b>To</b>
Dale County Commission Office 202 South Hwy 123 Ste C Ozark, AL 36360

<b>Ship To:</b>
Dale County Commission Office 202 South Hwy 123, Ste C Ozark, AL 36360

<b>Customer ID</b>	<b>PO Number</b>	<b>Sales Rep Name</b>
DALECOUNTYCOMMISSION		
<b>Customer Contact</b>	<b>Shipping Method</b>	<b>Payment Terms</b>
**SEE NOTES**		Net 10th of Next Month

Quantity	Item	Description	Unit Price	Amount
		SANDERS ELECTRICAL & PLUMBING AGREES TO FURNISH ALL LABOR AND MATERIAL TO ROUGH IN TOP OUT AND INSTALL THREE HANDICAP-COMMODES, GRAB BARS, 3 LAVATORY WITH DELTA FAUCETS TRAP WRAP & GRID DRAINS. ONE 48" SHOWER WITH DELTA SINGLE LEVER FAUCET NO SHOWER DO (WITH SHOWER DOOR \$650.00 MORE) PLUMBING & ELECTRICAL FOR COMMERCIAL ICE MACHINE FURNISH AND INSTALL STIEBEL ELTRON 25 KW TANK LESS HEATER. FOUR FROST PROOF HOSE BISS ONE STAINLESS STEEL KITCHEN SINK DELTA TWO HANDLE WITH SPRAYER AND ICE CONNECTOR. ONE 200 AMP SERVICE WITH 200 AMP 40 CIRCUIT INDOOR PANEL 200 AMP MANUEL TRANSFER SWITCH (COUNTY FURNISHES GENERATOR) INSTALL A/C CHASE & POWER WITH DISCONNECT, 100 AMP CIRCUIT FOR PISTOL RANGE, 4 FLOOR RECEPTACLES, 2 CEILING RECEPTACLES, 5 SMOKE DETECTORS, 7 EMERGENCY LIGHTS WITH BATTERY BACK UP,		
		Subtotal		Continued
		Sales Tax		Continued
		Freight		Continued
		<b>TOTAL PROPOSAL AMOUNT</b>		Continued

5 EMERGENCY EXIT SIGNS, 24 EXIT VOTING MACHINE RECEPTACLES, 6 WEATHERPROOF GFI

**Sanders Electrical & Plumbing, Inc.**

South Union Avenue  
 AL 36360

774-5792

# PROPOSAL

Proposal Number: 365  
 Proposal Date: Dec 16, 2020  
 Complete By: Dec 16, 2020  
 Page: 1

<b>To</b>
Dale County Commission Office 202 South Hwy 123, Ste C Ozark, AL 36360

<b>Ship To:</b>
Dale County Commission Office 202 South Hwy 123, Ste. C Ozark, AL 36360

<b>Customer ID</b>	<b>PO Number</b>	<b>Sales Rep Name</b>
DALECOUNTYCOMMISSION		
<b>Customer Contact</b>	<b>Shipping Method</b>	<b>Payment Terms</b>
**SEE NOTES**		Net 10th of Next Month

Quantity	Item	Description	Unit Price	Amount
1.00		FIVE EMERGENCY EXIT SIGNS, TWENTY-FOUR VOTING MACHINE RECEPTACLES, SIX WEATHERPROOF GFI'S, 8 50WT LED WALL PACKS DESIGNATED RECEPTACLE FOR MICROWAVE, FRIDGE, ICE MACHINE, AIR COMPRESSOR AND STOVE ALL OTHER RECEPTACLE, SWITCHES TO BE WIRED IN MC, 40 FLAT PANEL LED TOUFFERS, THREE LOW BAY LED SHOP LIGHTS AND THREE VENT LIGHT COMBOS FOR BATHROOM: ALL FOR THE SUM OF.	27,000.00	27,000.00
<b>Subtotal</b>				27,000.00
<b>Sales Tax</b>				
<b>Freight</b>				0.00
<b>TOTAL PROPOSAL AMOUNT</b>				<b>27,000.00</b>