



Dale County Commission

Commission Meeting Minutes – February 22, 2022

The Dale County Commission convened in a regular session Tuesday, February 22, 2022. 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 Grantham opened with the Pledge of Allegiance. Commissioner Wilson followed with prayer.

APPROVED – AGENDA

Commissioner Grantham made a motion to approve the agenda with the following additions:

- Travel for Reappraisal office.
- Board Member for Industrial Development Authority.

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 92307 – 92423.
- Payroll Check Numbers: 154793 - 154794.
- Direct Deposit Check Numbers: 41124 - 41262.

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

APPROVED – FEBRUARY 8, 2022 MINUTES

Commissioner Grantham made a motion to approve the Minutes of the Commission Meeting on February 8, 2022.

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

APPROVED - TRAVEL

Commissioner Grantham made a motion to approve the following:

- Dale County Jail – Steven Baxley, Adam Bruhn, Brandon Elmore, Kristina Terry, Mary Troup – April 10 & 13, 2022 – Alabama Jail Association Spring Conference 2022 – Gulf Shores, AL – total = \$2,698.44
- Deputy Coroner – John Cawley – April 11 – 15, 2022 – Alabama Coroners Conference Orange Beach, AL - \$1,024.61
- Reappraisal office – Eleanor Outlaw, Sheila Waller, Darrell Cook, David Rogers – July 31-Aug 5 – AAAO Conference – Orange Beach - \$8,034.00

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

APPROVED - BULLOCK FARMS PLAT APPROVAL

Commissioner Grantham made a motion to approve the final plat for Bullock Farms. See Exhibit 1.

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

APPROVED - CAPITAL FUNDS – TRAINING FACILITY

Commissioner Grantham made a motion to approve additional funds to be expended from Capital Fund 116. Sanders Electrical & Plumbing, \$6,800.00. See Exhibit 2.

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

APPROVED - 2022 AL STATE GAMES, BUDGET AMENDMENT

Commissioner Gary made a motion to approve expenditure of \$10,000.00 for the Alabama State Games (ASF Foundation). Also, budget amendment from \$5,000.00 to \$10,000.00 for code 001-51100-480, special projects.

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

APPROVED - PREMIUM PAY RESOLUTION – ARPA FUNDS

Commissioner Carroll made a motion to approve a Resolution for Expenditure of ARPA Funds for Temporary Premium Pay Program and a Resolution to Adopt Premium Pay Program Implementation Policies and Procedures. See Exhibit 3.

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

APPROVED - COUNTY LEVIES FOR ALCOHOL LICENSING

Commissioner Gary made a motion to approve the County Levies for Alcohol Licensing with no changes.

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

APPROVED - ASSET CHANGE

Commissioner Carroll made a motion to approve the below changes to Assets:

- Asset #4092 – 2010 – Chev – HHR – Vin# 3GNBAADBXS523986,
Transferred from Sheriff dept to Commission office dept.

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

APPROVED - INDUSTRIAL DEVELOPMENT AUTHORITY

Commissioner Grantham made a motion to approve the third of three, Bobby R. Hardrick, Board Members (3) to the Industrial Development Authority of Houston, Henry, Geneva, and Dale Counties.

- Brian Hall, Midland City
- Heath Hughes. Echo
- Bobby R. Hardrick, Daleville

Commissioner Wilson 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, March 8, 2022 at 10:00am.

ADJOURNMENT: CONFIRMATORY STATEMENT

Commission Gary made a motion to adjourn the meeting. Commissioner Grantham 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

APPLICATION FOR PROPOSED PLAT REVIEW

DATE: January 9, 2022

1. Name of Subdivision Bullock Farms

2. Name of Applicant First National Bank Phone 588-2211
Address 101 South 3rd Avenue - Hartford, AL 36344

3. Owner of Record First National Bank
Address 101 South 3rd Avenue - Hartford, AL 36344

4. Engineer Praestare Engineering, Inc. Phone 699-8703
Address 148 E Main Street - Dothan, AL 36301

5. Land Surveyor PLS Group Phone 403-4204
Address 4417 County Road 2214 - Troy, AL 36079

6. Attorney _____ Phone _____
Address _____

7. Subdivision Location: East side of Borland Avenue in Pinckard

Total Acreage 13.43 Number of Lots 26

9. Has this plan been before the Commission in the past? Yes If yes, have any changes been made since this plans was last before the Commission? Yes

If so, describe the changes This is a re-design of the original Submittal

10. Attach list of all adjacent property owner(s) name and addresses.

11. Attach four (4) copies of proposed plat.

12. Attach two (2) copies of construction plans.

Sanders Electrical & Plumbing, Inc.
 604 South Union Avenue
 Ozark, AL 36360

INVOICE

Invoice Number: 078398
 Invoice Date: Feb 14, 2022
 Page: 1
 Duplicate

Voice:) 774-5792
 Fax:

Bill To:
Dale County Commission Office 202 South Hwy 123, Ste. C Ozark, AL 36360

Ship to:

Customer ID	Customer PO	Payment Terms	
DALECOUNTYCOMMISSION	ANGIE	Net 10th of Next Month	
Sales Rep ID	Shipping Method	Ship Date	Due Date
54			3/10/22

Quantity	Item	Description	Unit Price	Amount
1.00	LAB003	EXTRAS: MOVE SWITCH TO OPPOSITE SIDE OF DOOR, ADD 36" LOUVERED EXHAUST FAN WITH SWITCH, 3 RECEPTACLES IN STORAGE AREA, 250' WATER LINE TO PISTOL RANGE, INSTALL 5" CONDUIT WITH SWEEPS USING BACKHOE. (WILL INSTALL 3 RECEPTACLES AND FAN AT A LATER TIME FOR \$1200.00)	8,000.00	8,000.00
1.00	LAB003	Extra WORK EXCLUDED FROM CONTRACT (INSTALL 36" LOUVERED EXHAUST FAN AND 3 RECEPTACLES IN STORAGE AREA) TO BE DONE AT A LATER DATE.	1,200.00	-1,200.00
Subtotal				6,800.00
Sales Tax				
Total Invoice Amount				6,800.00
Payment/Credit Applied				
TOTAL				6,800.00

Check/Credit Memo No:

RESOLUTION FOR EXPENDITURE OF AMERICAN RESCUE PLAN ACT FUNDS FOR TEMPORARY PREMIUM PAY PROGRAM

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

WHEREAS, providing premium pay to eligible County employees is an authorized use of ARPA funds; and

WHEREAS, the Dale County Commission (the "Commission") has determined that appropriating ARPA funds to provide premium pay to eligible County employees in response to their performing essential work during the COVID-19 pandemic is a necessary and reasonable use of these funds; and

WHEREAS, the Commission desires to establish a temporary premium pay program to provide premium pay to eligible County employees as additional compensation during certain designated pay periods.

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

- 1) There is hereby established the Dale County Temporary Premium Pay Program (the "TPP Program") to provide temporary premium pay ("TPP") as additional compensation to eligible County employees during designated pay periods ("TPP pay periods").
- 2) Except as otherwise provided herein, eligible County employees are employees whose assigned work duties require them to regularly interact in person with the public or their co-workers, or to regularly physically handle items that were handled by the public or their co-workers. Elected County officials are not eligible employees for the purposes of the TPP Program.
- 3) Except as otherwise provided in paragraphs 6, 7, and 8 of this Resolution, during each TPP pay period, eligible employees will receive as additional compensation TPP in the amount of \$6.25 per hour up to a maximum total amount of \$1,000.00 for full-time employees and \$750 for part-time employees.
- 4) The TPP pay periods are as follows: Two consecutive pay periods starting with the pay period beginning on February 23, 2022.
- 5) TPP shall be in addition to an eligible employee's regular rate of wages and other compensation, with no reduction, substitution, offset, or other diminishment of the employee's current and prospective wages or other compensation.
- 6) TPP payments shall be included in the calculation of an employee's regular rate of pay for purposes of calculating overtime pay.
- 7) Additional compensation attributable to the TPP Program, including additional compensation for overtime pay attributable to the payment of TPP, shall not exceed \$1,000 for each eligible full-time employee and \$750.00 for each eligible part-time employee during the TPP program.

8) The County will not use ARPA funds for any compensation attributable to TPP that exceeds \$13.00 per hour, including additional overtime pay attributable to the payment of TPP.

9) In accordance with the provisions of the American Rescue Plan Act and rules adopted thereunder, TPP

- a. Shall not be provided for work performed while an employee is working remotely from a residence or other non-job-related location and
- b. Shall not be provided to the extent that TPP would increase the total annual wages and remuneration for an eligible employee that is exempt under the Fair Labor and Standards Act overtime provisions above \$70,260 or another amount equal to 150 percent of the higher of Alabama's or the County's annual average wage for all occupations as defined by the most recent the Bureau of Labor Statistics' Occupational Employment and Wage Statistics; and

10) The County Administrator is hereby authorized to expend ARPA funds in accordance with the provisions of this Resolution for any and all additional compensation and additional covered benefits provided to employees as a result of the TPP payments authorized herein.

11) Payment of TPP, as authorized by this Resolution, shall be contingent on the continued appropriation and availability of ARPA funds for this purpose.

IN WITNESS WHEREOF, the Dale County Commission has caused this Resolution to be executed in its name and on its behalf by its Chairman on the 22nd day of February, 2022.



Steve McKinnon, Commission Chairman

**RESOLUTION TO ADOPT PREMIUM PAY PROGRAM IMPLEMENTATION
POLICIES AND PROCEDURES**

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

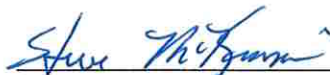
WHEREAS, the County has adopted a resolution authorizing the expenditure of ARPA funds for premium pay for eligible County employees (the "premium pay program"); and

WHEREAS, the Dale County Commission (the "Commission") has determined that it is necessary and appropriate to adopt implementation policies and procedures to govern the administration of the County's premium pay program.

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

The County's expenditure of ARPA funds for the premium pay program shall be administered in accordance with the Commission's resolution authorizing the expenditure of ARPA funds for premium pay and the Implementation Policies and Procedures set forth in Addendum 1 to this Resolution, the provisions of which are fully adopted and incorporated herein by reference.

IN WITNESS WHEREOF, the Dale County Commission has caused this Resolution to be executed in its name and on its behalf by its Chairman on the 22nd day of February, 2022.



Steve McKinnon, Commission Chairman

**Addendum 1:
Resolution to Adopt Implementation Policies and Procedures for
Premium Pay Program**

**ARPA Funds Project for
Premium Pay (EC 4.1)**

**Project Implementation Policies and Procedures for
Dale County**

February 22, 2022

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ARPA Funds Project for Premium Pay (EC 4.1)

Dale County, Alabama ("the County") may use American Rescue Plan Act fiscal recovery funds ("ARPA funds") to provide premium pay to eligible employees in response their performing essential work during the COVID-19 public health emergency.

I. PROJECT POLICY GUIDELINES

- A. Premium pay will be provided to eligible County employees to respond to their performing essential work during the COVID-19 public health emergency by prioritizing low- to moderate-income essential employees (part-time and full-time).
- B. Essential work is:
 - 1. Work that is not performed remotely from the employee's home or another non-job-related location; and
 - 2. Work that requires the employee to regularly interact in person with the public or co-workers or to regularly physically handle items that were handled by others.
- C. Elected County officials are not eligible employees for the purposes of the County's premium pay project.
- D. Premium pay will be included in an employee's regular rate of pay for the purposes of calculating overtime and for the purpose of calculating retirement contributions and applicable taxes.
- E. The County will not use ARPA funds for any additional compensation attributable to TPP that exceeds \$13.00 per hour, including additional overtime pay attributable to the payment of TPP.
- F. In no event will the total amount of premium pay paid using ARPA funds, including additional overtime attributable to premium pay:
 - 1. Exceed \$25,000 per eligible employee;
 - 2. Exceed \$13.00 per hour; or
 - 3. Increase an employee's total wages and remuneration for exempt employees under the Fair Labor and Standards Act above \$70,260, or another amount equal to 150% of the higher of Alabama's or the County's annual average wage for all occupations as defined by the most recent the Bureau of Labor Statistics' Occupational Employment and Wage Statistics.
- G. The County will provide premium pay to eligible employees as additional pay for the designated pay periods. Premium pay will be paid concurrently with employees' regular wages for the

designated pay periods and in no event will be provided as additional pay for worked performed in a previous pay period.

- H. Premium pay shall be in addition to an eligible employee's regular rate of wages and other compensation, with no reduction, substitution, offset, or other diminishment of the employee's current and prospective wages, including any foreseeable future wage increases.

Reference: 31 CFR § 35.6(c) and Ala. Const. Art. IV § 68.

II. ELIGIBLE COSTS

The County may use ARPA funds to cover

- A. The cost up to \$13.00 per hour of providing premium pay to eligible employees, including overtime pay attributable to premium pay; and
- B. The County's contributions or expenses attributable to premium pay for
 - 1. FICA;
 - 2. Retirement; and
 - 3. Paid leave, if provided pursuant to a written County leave policy.

Reference: 31 CFR § 35.6(c).

III. REPORTING AND RECORD RETENTION

All expenditures of ARPA funds must be reported to the U.S. Department of Treasury ("Treasury") in the County's Project and Expenditure Report. Reporting is to be done on an annual basis.

- A. For this eligible use, the County must include the following:
 - 1. Project Name (Temporary Premium Pay);
 - 2. Project number (This will be automatically assigned to the project by the PROCORE ARPA project management system ["PROCORE"]);
 - 3. Expenditure category (EC 4.1);
 - 4. A description of the project;
 - 5. Status of completion (Not Started, Less than 50% Complete, More than 50% Complete, and Complete);
 - 6. Related expenditures (current period obligation, cumulative obligation, current period expenditure, cumulative expenditure);

7. A certification as to the County's compliance with Title VI of the Civil Rights Act;
8. A statement that premium pay is being provided to County employees; and
9. The number of employees that received premium pay during that quarter.

B. All supporting documentation, including payroll documents, must be maintained until December 31, 2031, or as extended by Treasury.

Reference: 2 CFR Parts 200.430 & 431, 31 CFR Part 35.6(b)(2), and Reporting Guidance Part 2(b)(3).

IV. PROJECT IMPLEMENTATION PROCEDURES

1. Following or in conjunction with the adoption by County resolution approving expenditure of ARPA funds for premium pay that conforms in substance with the Project Policy Guidelines in Section I, the County will pass a resolution formally adopting these implementation policies and procedures and forward a copy of both resolutions to Investing in Alabama Counties ("IAC") staff at iac@alabamacounties.org.
2. IAC staff will create a corresponding project in PROCORE.
3. The County's ARPA Fund Program Director ("Program Director") will determine the County employees who are eligible to receive premium pay.
4. Additional compensation attributable to premium pay will be accounted for separately in employee pay vouchers. If premium pay is awarded for pay periods spanning less than a year, compensation attributable to premium pay shall be paid separately from the employee's regular wages and remuneration.
5. For each pay period during which an eligible County employee works remotely from a non-job-related location, the employee's supervisor will notify the County's payroll clerk or other designated individual in writing, who will adjust the employee's premium pay to exclude the hours he or she worked remotely. Records of remote work performed by eligible employees will be retained by the County in accordance with the record retention policy in Section III.
6. The Program Director will ensure the implementation of internal procedures to accurately track the eligible costs attributable the County's premium pay project and related charges to or transfers from the County's 299 ARPA Fund.

7. The Program Director will ensure the implementation of internal procedures to track premium pay awarded to employees, including overtime pay attributable to the premium pay award, and ensure that premium pay awarded to any eligible employee does not exceed the limitations set forth in Section I.
8. At the close of each quarter, the Program Director will prepare or cause to be prepared an accounting of the following:
 - a. The cumulative number of employees that have received premium pay to date pursuant to the premium pay project;
 - b. The total amount of premium pay, including overtime and paid leave attributable to premium pay, provided to employees during the quarter;
 - c. The total amount of the County's expenses or contributions for FICA and retirement attributable to premium pay provided to employees during the quarter; and
 - d. An estimate of the additional amount of ARPA funds obligated for the remaining pay periods included in the County's premium pay program.
9. The Program Director will review and certify the accounting as accurate and forward a copy of the accounting, and any supporting documentation, e.g., ledger entries, payroll summaries, and remote work records, to IAC staff.
10. IAC staff will upload the accounting and supporting documentation into PROCORE and enter the premium pay project expenditures and obligations certified by the Program Director.