



# ***Dale County Commission***

## **Commission Meeting Minutes – January 14, 2025**

The Dale County Commission convened in a regular session Tuesday, January 14, 2025 the following members were present: Chairman Steve McKinnon; District One Commissioner Chris Carroll; Two Commissioner Donald O. Grantham; District Three Commissioner Adam Enfinger; and District Four Commissioner Frankie Wilson.

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

### **APPROVED – AGENDA, MINUTES & MEMORANDUM OF WARRANTS**

Commissioner Carroll made a motion to approve the agenda with the addition of #9- Letter of Support for Echo Volunteer Rescue Squad.

#### **Memorandum of Warrants:**

- Accounts Payable Check Numbers: 101176 – 101480.
- Payroll Check Numbers: 155004 – 155008.
- Direct Deposit Check Numbers: 430898 - 431348.

Minutes: Commission Meeting of December 10, 2024.

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

### **APPROVED – PERSONNEL**

Commissioner Grantham made a motion to approve the following:

- Marlon Stabler – Jail – Jailer – New Hire.
- Danielle Pearson – Jail – Jailer – New Hire.
- Tyler Harrington – Sheriff Office - Lieutenant – Promotion.
- Thomas Holliday – Sheriff Office – Deputy – New Hire.
- Gabriel Ring – Road & Bridge – Equip Operator I – Promotion.

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

**APPROVED – PERSONNEL TRAVEL**

Commissioner Enfinger made a motion to approve the following:

- Steve Baxley, Richard Oldham, Mary Troupe, Mitchell Hamill - Jail – AL Jail Association Spring Conference, Orange Beach, AL – April 15-18, 2025.
- Brandy Lavender – Mapping & Appraisal – Personal Property Appraisal Class, Montgomery, AL – March 31 – April 4, 2025.
- Brandy Lavender – Mapping & Appraisal – Property Tax Admin Class, Montgomery, AL – April 30 – May 2, 2025.
- Andrew Faulk – Road & Bridge– CGEI General Mgmt., Prattville, AL – March 12-13, 2025.
- Willie Worsham – EMA – revised amount for ACCA EMA Winter Conference.

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

**APPROVED – OZARK-DALE CO E-911 BOARD APPT**

Commissioner Carroll made a motion to approve two board appointments for Ozark-Dale County E-911 Board. 1) Frankie Wilson – appointment for Dale County Association of Fire Depts, Inc. 2) Tommy Farmer – appointment for Dale County Commission.

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

**APPROVED – FY 24 REBUILD ALABAMA ANNUAL REPORT**

Commissioner Wilson made a motion to approve the FY 24 Dale County Rebuild Alabama Annual Report as presented by County Engineer, Matt Murphy. Exhibit 1.

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

**APPROVED – FY 26 SECTION 5311 PROGRAM**

Commissioner Enfinger made a motion to approve to designate Southeast Alabama Regional Planning and Development as the implementing agency for Dale County's Section 5311 Program.

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

**APPROVED – JAIL AD VALOREM EXPENDITURE**

Commissioner Grantham made a motion to approve an expenditure, \$11,986.00, from Fund 151- Jail Ad Valorem for phone recording system. Exhibit 2.

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

**APPROVED – CAPITAL FUND EXPENDITURE**

Commissioner Carroll made a motion to approve an expenditure, \$23,646.00, from Fund 116-Capital Expenditure for a cover for fuel system. Exhibit 3.

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

**APPROVED – DALE COUNTY CLASSIFICATION & PAY PLAN**

Commissioner Wilson made a motion to approve a new position to be posted for 10-day for review. Exhibit 4.

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

**APPROVED – LETTER OF SUPPORT – ECHO RESCUE**

Commissioner Enfinger made a motion to approve a letter of support for a grant application for Echo Volunteer Rescue Squad, LLC. No monetary value for Dale County Commission,

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, January 28, 2025, at 10:00am.

**ADJOURNMENT: CONFIRMATORY STATEMENT**

Commissioner Wilson made a motion to adjourn the meeting. Commissioner Enfinger 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



# FY 2024 County Rebuild Alabama Annual Report

## Dale County



Map Index	Project No.	Road Name/Number	Begin			End			Project Details			Amount of Rebuild Alabama Funding Expended in Current Fiscal Year	Method in Which Rebuild Funds Were Utilized			Original CTP (Yes or No)	CRAF or FAEF	CRAF Amount (ZZ9)	FAEF Amount (ZZ1)
			Lat.	Long.	Lat/L	Long.	Lat/L	Long.	Road Improvement Project	Bridge Improvement Project	Project Length (miles)		Description of Work	Amount Expended Utilizing Competitive Bid Contracts	Amount Expended Utilizing Public Works Contracts				
	RA-DCP 23-02-24	Dale CR-83	31,4534	-85,4262	31,4741	-85,4632	X		2.80	Widen, Resurface from Mt Pisgah Church to CR-67	\$425,983.82	\$425,983.82		100%	FAEF	\$0.00	\$425,983.82		
	RA-DCP 23-02-24	Dale CR-67	31,4794	-85,4657	31,5002	-85,4718	X		1.58	Level from CR-36 to CR-339	\$127,666.91	\$127,666.91		100%	CRAF	\$127,666.91	\$0.00		
	RA-DCP 23-02-24	Dale CR-2	31,5306	-85,7235	31,5561	-85,7639	X		3.95	Widen, Level, Resurface from LG-231 to SR-51	\$564,191.50	\$564,191.50		100%	CRAF	\$564,191.50	\$0.00		
	RA-DCP 23-02-24	Lennie Wilson Rd.	31,3314	-85,6184	31,3359	-85,6106	X		2.33	Level from CR-31 to Watson Street	\$209,031.83	\$209,031.83		100%	CRAF	\$209,031.83	\$0.00		
	RA-DCP 23-02-24	County Road 28 (Austin Rd.)	31,2354	-85,7229	31,2366	-85,7105	X		1.63	Level from AL-82 to AL-82	\$114,133.03	\$114,133.03		100%	CRAF	\$114,133.03	\$0.00		
	DCP 23-01-18	Bond Issue Payment					X			County Wide Chipseal	\$154,381.32	\$154,381.32		52%	CRAF	\$154,381.32	\$0.00		
		County Road 52	31,5773	-85,7739	31,5797	-85,7742	X			County Road 52 Patch	\$6,800.00	\$6,800.00		100%	CRAF	\$6,800.00	\$0.00		
		County Road 340	31,4913	-85,4489	31,4828	-85,4546	X		0.245	County Road 340 Resurfacing	\$24,815.98	\$24,815.98		100%	CRAF	\$24,815.98	\$0.00		
		County Wide Striping					X			County Wide Striping	\$133,054.78	\$133,054.78		100%	CRAF	\$133,054.78	\$0.00		
		Road Building Materials								Transfer to Road Building Materials	\$172,061.25	\$172,061.25		100%	CRAF	\$172,061.25	\$0.00		
New - Only Rebuild Alabama Funds are intended to be reported												\$1,592,180.42	\$172,061.25	\$1,626,984.39	\$133,054.78	Total CRAFFAEF Remaining	\$665,298.07	\$380,871.78	
Percent of Rebuild Funds Expended in Compliance with Section 7c(3)(d) on the Rebuild Alabama Act																			93%

Remarks

Patching on County Road 52 Required immediate attention for safety reasons and was not part of the original plan. CR-340 was resurfaced because it was convenient while paving crew was on SR-27

# QUOTE



**ATTN:**  
 Blue Plains Technology  
 205 Jeanette Barrett Industrial Blvd  
 Wetumpka AL 36092  
 United States  
[finance@blueplainstech.com](mailto:finance@blueplainstech.com)

**DATE:** 1/9/2025  
**QUOTE#** BPTQ0609  
**TERMS:** Net 30  
**FOB:**

**BILL TO**  
 Aaron Meeks  
 Dale County Commission  
 202 S Hwy 123  
 Ozark AL 36360  
 United States

**SHIP TO**  
 Aaron Meeks  
 Dale County Commission  
 202 S Hwy 123  
 Ozark AL 36360  
 United States

Title	Contract	Sales Rep	Expires
Jail Phone Lines Recorders - One Time, Rev1	TIPS - Contract# 220105	Drew Meany	2/8/2025

Part #	Description	Qty	Unit Price	Ext. Price
MCM	Mini Chassis (Solid State 250GB SSD OS + 1TB SSD Data)	1	\$2,249.00	\$2,249.00
REVV16/S	Fixed VoIP/RoIP/Mobile Channels (5-16) - Per Channel	10	\$700.70	\$7,007.00
BOSS	Base Offsite Support Service - First 16 Channels	1	\$780.00	\$780.00
Labor-SC	Onsite Install and Training	1	\$1,950.00	\$1,950.00

<b>Additional Notes:</b>	<b>Subtotal</b>	\$11,986.00
	<b>Tax Total</b>	\$0.00
	<b>Total</b>	\$11,986.00

\*\*Purchase Orders can be Emailed to [PurchaseOrders@blueplainstech.com](mailto:PurchaseOrders@blueplainstech.com)\*\*

The information contained in this quotation by Blue Plains Technology, LLC. Inc., including attachments, is strictly confidential and intended solely for delivery to, and authorized use by, the identified addressee(s), as it may contain legally privileged and/or confidential information. If you are not the intended recipient of the Quotation, you are hereby notified that any reading, disclosure, dissemination, distribution or copying of the Quotation, and any attachments thereto, is strictly prohibited. If you have received the Quotation in error, please notify the sender immediately and delete the message, and any attachment(s).

Jose Gomez Construction LLC

QUOTE

47 Alexshipman Rd Cllo, AL 36017  
(334) 344-0669 | (334) 402-0904  
[jgomez716@gmail.com](mailto:jgomez716@gmail.com)

INVOICE # 111  
Date: 1/7/25

Expiration Date: 2/7/25

To:  
Matt Murphy  
Dale County Road & Bridge  
1725 Co Rd 30  
Ozark, AL 36360  
(334) 774-5875

Qty	Description	Unit price	Labor Total
1	Pole barn kit 40 * 40 2- 20 * 40 lean-to included	\$16,646.00	\$7,000.00
<b>Subtotal</b>			\$23,646.00
<b>Sales Tax</b>			0.00
<b>Total</b>			\$23,646.00

Quotation prepared by: Jose Gomez

All sales final, payment due upon receipt.

To accept this quotation, sign here and return: \_\_\_\_\_

**Thank you for your business!**

## Motor Vehicle Chief Clerk

<b>Division</b>	<b>Department</b>	<b>Location</b>
Tag & Title	Revenue	Dale County Commission

### Reports to

Revenue Commissioner/Deputy Revenue Commissioner

### Job Summary

Oversees the operation of the Motor Vehicle office and its personnel.

### Duties and Responsibilities

Process internet tag registrations.

Transfers internet payment from PayPal to bank.

Keys all monthly reports to Excel spreadsheets for yearly reports.

Submits itemized remittances to municipalities, school boards, and other agencies as requested.

Works with State Examiner's office during audits and furnishes all required information as needed.

Maintains employee time and attendance records.

Balances two bank statements each month and reconciles to monthly reports.

Assists in personnel administration and in the development of plans and procedures for the office.

Advises all employees of any changes in applicable laws, new tag procedures, and department procedures.

Reviews all tag receipts before filing.

Communicates with all lien holders and car dealers on the purchases and registrations of new vehicles.

Processes all refunds as needed.

Responsible for the Final Settlement with State comptroller each year on Ad Valorem taxes.

Assists Revenue Commissioner in yearly budget needs for the Motor Vehicle Department for the Dale County Commission.

Works with programmers to ensure proper distribution of all monies and any changes required by the State Department.

Other duties as required.

**Motor Vehicle Chief Clerk**

**Supervisory Responsibilities**

Normally performs the duty assignments with broad parameters defined by general organizational regulations and procedures. Total end results determine effectiveness of job performance.

**Work Environment**

The work environment involves everyday risks or discomforts which require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, and residences or commercial vehicles, e.g., use of safe working practices with office equipment, avoidance of trips and falls, observance of fire regulations, etc. The work area is adequately lighted, heated and ventilated.

**Physical Demands**

**Standing**  
Up to 33%

**Walking**  
Up to 33%

**Sitting**  
More than 66%

**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%

<b>Lifting</b>	<b>Up to 10lbs</b>	<b>Up to 25lbs</b>	<b>Up to 50lbs</b>	<b>Up to 100lbs</b>	<b>More than</b>
	Up to 33%	Up to 33%	Up to 33%	Up to 33%	Up to 33%

**Vision Close Vision Distance Vision Depth Perception Ability to Adjust**

**Color Vision Peripheral Vision No Special Vision Requirements**

**Specific physical duties**

Strength to lift large books. Must see well enough to read. Should hear well enough to understand verbal communication. Ability to move around the office.

**Noise Very Quiet Quiet Moderate Loud Noise Very Loud Noise**

**Specific Noise Duties**

Exposure to a general office environment.

**Comments**

Must be willing to work overtime, wear appropriate attire, and travel to workshops, seminars or conferences occasionally.



## **Motor Vehicle Chief Clerk**

### **Job Specifications**

#### **Education**

High School diploma or equivalent.

#### **Work Experience**

Ability to communicate effectively with co-workers, supervisor, general public and to testify in court.

Math skills to perform basic mathematical operations.

Experience with bank deposits.

Writing skills to neatly and correctly complete reports, forms, etc.

Reading skills to read and understand legal documents, state guidelines and directives and deeds.

Ability to type with accuracy.

General knowledge of department computer programs and how they work.

Ability to enter data quickly and accurately with few mistakes.

Ability to exercise good judgment in evaluating situations and making decisions.

Ability to operate office machines such as terminal, typewriter, calculator, copy machine.

Knowledge of department and county policies and procedures.

Ability to operate computer to run and print reports.

#### **Licenses**

Willing to become a Notary Public.

#### **Preferences**

Date 1/11/10