

MINUTES OF REGULAR MEETING

MONTGOMERY COUNTY COMMISSION

DECEMBER 7, 2020

INFORMATION SESSION

Chairman Dean called the meeting to order at 8:30 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III.

The meeting was opened with prayer led by Commissioner Walker. All five Commissioners were present.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

PRESENTATION BY DIRECTOR CHRISTINA THORNTON WITH THE CITY/COUNTY EMERGENCY MANAGEMENT AGENCY

City/County Emergency Management Agency Director Christina Thornton cited the current number of COVID-19 cases, testing and deaths in Montgomery County and the State of Alabama.

COMMENTS FROM ADMINISTRATOR CAUTHEN

Administrator Cauthen briefed the Commission on scheduled attendees and items on the agenda.

Commissioners requested to add additional items to the miscellaneous appropriations to agencies and designated revenue accounts that were on the agenda.

PRESENTATION BY SHERIFF DERRICK CUNNINGHAM

Sheriff Derrick Cunningham briefed the Commission regarding the sale of a 2006 Chevy Tahoe to the Perry County Sheriff's Office. After discussion, the Commission agreed to place this item on the next agenda.

Sheriff Cunningham briefed the Commission regarding the establishment and allocation of a Vehicle Electronic Systems Technician (CO0474), at Pay Grade S09 (\$34,109 - \$50,965), and related Position Fill Request. He reminded the Commission that he spoke about this position during the 2021 Budget Hearings. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY EXECUTIVE DIRECTOR PHIL BRYANT WITH COMMUNITY CORRECTIONS

Executive Director Phil Bryant with Community Corrections requested to hire an Administrative Assistant at Pay Grade A05, Step 7 (\$39,162). After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY MANAGER OF PUBLIC AFFAIRS HANNAH HAWK

Manager of Public Affairs Hannah Hawk reviewed the calendar of upcoming events with the Commissioners.

Mrs. Hawk briefed the Commission regarding a Resolution Honoring Mary Louise Briers on her Retirement from the Montgomery County Board of Education. The Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY DIRECTOR OF RISK MANAGEMENT HOLLY LEVERETTE

Director of Risk Management Holly Leverette briefed the Commission regarding a Retirement Drug Subsidy Program Services Agreement through RDS Services, LLC. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY CEDRIC CAMPBELL AND RICHARD PAINTER, GOODWYN, MILLS AND CAWOOD

Cedric Campbell and Richard Painter, Goodwyn, Mills and Cawood, briefed the Commission regarding a Bid Award to Stallings and Sons, Inc., for the Perry Street Parking Deck Restoration. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY LOBBYISTS CASSANDRA CROSBY AND RON DRINKARD WITH CROSBY DRINKARD GROUP, LLC

Lobbyists Cassandra Crosby and Ron Drinkard with Crosby Drinkard Group, LLC, briefed the Commission regarding the 2021 Legislative Agenda and Timeline.

Commissioner Walker asked that the Crosby Drinkard Group start the process to discuss items for the Legislative Agenda in either September or October of each year, not December. Commissioner Walker also requested that the Commission receive the invitee list for the 2021 Delegation Annual Breakfast before the invitations are sent out.

Ms. Crosby stated that the 2020 Governmental Affairs Contract with the Crosby Drinkard Group will expire December 31, 2021. She stated that there would be no increase in the Contract for the upcoming year. The Commission agreed to place the 2021 Contract on the next agenda.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake informed the Commission that he is getting the 2021 projects ready to let for bids in the upcoming year.

PRESENTATION BY REVEREND AL DIXON, JR WITH RESTORE, INC.

Reverend Al Dixon, Jr., with RESTORE, Inc., updated the Commission on RESTORE's activities and requested funding in the amount of \$3,920. Chairman Dean, Vice Chairman Singleton, and Commissioner Harris requested to add \$1,000 for RESTSOR, Inc., to each of their miscellaneous appropriations from designated revenue accounts, and Commissioner Sankey requested to add \$1,000 for RESTSOR, Inc., to his miscellaneous appropriations to agencies account.

PRESENTATION BY EXECUTIVE DIRECTOR MICHELLE BROWDER WITH I AM MORE THAN

Executive Director Michelle Browder with I Am More Than invited the Commissioners to a press conference on December 8, 2020 at 10:00 a.m., regarding the "Mothers of Gynecology" monument. Ms. Browder said that the project would cost approximately \$470,000 and will be funded with grants and donations. She informed the Commission that the finished monument will be unveiled in May 2021. Ms. Browder requested funding from the Commission. Chairman Dean said that the Commission will consider her request for funding.

RECESS TO FORMAL SESSION

Chairman Dean recessed the Information Session to the Formal Session.

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Session.

The meeting was opened with prayer led by Commissioner Sankey.

The Pledge of Allegiance was led by Vice Chairman Singleton.

Administrator Cauthen called Roll to establish a quorum, and the following Commissioners were present: Chairman Dean and Vice Chairman Singleton; Members Harris, Walker and Sankey. Also present were County Attorney Tyrone C. Means and County Engineer George C. Speake.

COMMENTS BY ATTENDEES

Gabrielle Sykes, Founder and Director of JIREH, INC, said good morning to the Commissioners and explained the foundation's mission and described the services it provides. Ms. Sykes said the organization focuses on educating the homeless and others in need. She said that they offer financial education to women in prison to help them succeed when they are released from prison. Ms. Sykes also said that JIREH hopes to purchase property at the annual Revenue

Commissioner's tax sale and make the property available for purchase by low income families. She passed out information for the Commissioners to review.

William L. Gailliard, Director of American Association for Children, said good morning and announced that the annual super bowl event will be held virtually this year. He requested a donation of \$1,000 from each of the Commissioners.

Deborah A. Neal, a reentry specialist for Aid to Inmate Mothers (AIM), greeted the Commissioners and described some of the programs the organization provides for incarcerated mothers. Ms. Neal requested support from the Commission to purchase dilapidated homes to expand their office space and the services they provide and also addressed the criminal activity in the neighborhood where they are located.

APPROVAL OF MINUTES

Vice Chairman Singleton made a motion to approve the Minutes of the Organizational Meeting of November 11, 2020. The motion was seconded by Commissioner Sankey and unanimously approved by the Commission.

Vice Chairman Singleton made a motion to approve the Minutes of the Regular Meeting of November 16, 2020. The motion was seconded by Commissioner Walker and unanimously approved by the Commission.

CONSENT AGENDA

Administrator Cauthen presented the Accounts Payable Checks and Payroll Checks Authorization for approval. Commissioner Walker made a motion to approve the Accounts Payable and Payroll Checks, as presented by Administrator Cauthen. The motion was seconded by Vice Chairman Singleton and unanimously approved by the Commission. (Copy of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Page 3, is attached to these Minutes.)

NEW BUSINESS

COUNTY COMMISSION – ADOPTED RESOLUTION REGARDING THE 2021 ANNUAL HOLIDAY SCHEDULE

Vice Chairman Singleton made a motion to adopt the Resolution regarding the 2021 Annual Holiday Schedule. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copies of Resolution and Memorandum, Agenda Pages 4-5, are attached to these Minutes.)

TAX & AUDIT AND PROBATE – APPROVED AMENDMENT NUMBER 1 TO
CONTRACT WITH MONTGOMERY ARMORED CAR SERVICE, INC. FOR ARMORED
CAR SERVICES

Vice Chairman Singleton made a motion to approve Amendment Number 1 to Contract with Montgomery Armored Car Service, Inc. for Armored Car Services. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copies of Memorandum and Amendment, Agenda Pages 6-7, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED SERVICE AGREEMENT AMENDMENT WITH
DILIGENT CORPORATION FOR THE ICOMPASS MEETING MANAGER PRO
SOFTWARE

Vice Chairman Singleton made a motion to approve the Service Agreement Amendment with Diligent Corporation for the iCompass Meeting Manager Pro Software. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copies of Memorandum and Agreement, Agenda Pages 8-10, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED EMPLOYEE RECOGNITION AND
APPRECIATION LUNCHEON PROGRAM AND RELATED 2020 BUDGET

Commissioner Walker made a motion to approve the Employee Recognition and Appreciation Luncheon Program and Related 2020 Budget. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copies of Memorandum, Budget and Scope of Guideline Agenda Pages 11-13, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS TO
AGENCIES

Administrator Cauthen requested approval of the miscellaneous appropriations to agencies included in the December 7, 2020 Agenda. During the County Commission Meeting this date, Chairman Dean requested the addition of miscellaneous appropriation reprogramming requests, and his fellow Commissioners concurred.

Commissioner Harris made a motion to approve the Miscellaneous Appropriations to Agencies Reprogramming Requests. The motion was seconded by Vice Chairman Singleton and unanimously approved by the Commission. (Copy of Updated Spreadsheet, Agenda Page 14, is attached to these Minutes.)

COUNTY COMMISSION – NO MISCELLANEOUS APPROPRIATIONS TO EDUCATION

There were no Miscellaneous Appropriations to Education. (Copy of Spreadsheet, Agenda Page 15, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE

Administrator Cauthen requested approval of the miscellaneous appropriations from designated revenue included in the December 7, 2020 Agenda. During the County Commission Meeting this date, Chairman Dean requested the addition of miscellaneous appropriation reprogramming requests, and his fellow Commissioners concurred.

Vice Chairman Singleton made a motion to approve the Miscellaneous Appropriations to Agencies Reprogramming Requests. The motion was seconded by Commissioner Harris and unanimously approved by the Commission. (Copy of Updated Spreadsheet, Agenda Page 16, is attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUEST (3)

1. Corrections Officer Lieutenant, Position Number 500422122
2. Corrections Officer Trainee, Position Number 500419112
3. Corrections Officer Trainee, Position Number 500419114

Commissioner Harris made a motion to approve the Position Fill Requests. The motion was seconded by Vice Chairman Singleton and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 17-19, are attached to these Minutes.)

PROBATE JUDGE'S OFFICE – APPROVED POSITION FILL REQUEST (1)

1. Customer Service Clerk, Position Number 750016022

Commissioner Harris made a motion to approve the Position Fill Request. The motion was seconded by Vice Chairman Singleton and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 20, is attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED POSITION FILL REQUEST

1. Deputy Sheriff Corporal, Position Number 550429132

Commissioner Harris made a motion to approve the Position Fill Request. The motion was seconded by Vice Chairman Singleton and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 21, is attached to these Minutes.)

WAIVE RULES

Chairman Dean requested to waive rules and add the following items to the agenda, and his fellow Commissioners concurred:

COMMUNITY CORRECTIONS – APPROVED TO HIRE AN ADMINISTRATIVE ASSISTANT AT PAY GRADE A05, STEP 7 (\$39,162)

Commissioner Harris made a motion to approve to Hire an Administrative Assistant at Pay Grade A05, Step 7 (\$39,162). The motion was seconded by Vice Chairman Singleton and unanimously approved by the Commission. (Copy of Memorandum, Agenda Page 22, is attached to these Minutes.)

COUNTY COMMISSION – ADOPTED RESOLUTION HONORING MARY LOUISE BRIERS ON HER RETIREMENT FROM THE MONTGOMERY COUNTY BOARD OF EDUCATION

Commissioner Sankey made a motion to adopt the Resolution Honoring Mary Louise Briers on her Retirement from the Montgomery County Board of Education. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copy of Resolution, Agenda Page 23, is attached to these Minutes.)

PRESENTATION BY COMMISSIONER SANKEY HONORING MARY LOUISE BIERES

Commissioner Sankey presented Rev. Manuel Williams, Pastor of Resurrection Catholic Church, a Resolution Honoring Mary Louise Briers on her Retirement from the Montgomery County Board of Education after decades of committed service. Mrs. Briers was not feeling well and could not attend.

COMMENTS FROM THE COMMISSIONERS

Vice Chairman Singleton asked for Prayers for the family of the late Sheriff Big John Williams during the passing of Big John Jr, prayers for Sheriff Cunningham and the Sheriff's Office due to the sudden death of one of the Sheriff Deputies and also keep the family of former Alabama Senator Larry Dixon in your Prayers due to his passing last week.

Commissioner Sankey reminded everyone to continue to practice the safety precautions of social distancing, wearing masks, washing and hand sanitizing your hands because the coronavirus numbers are increasing. He also encouraged everyone to reach out to those who are less fortunate during this season.

Commissioner Walker had no comment.

Chairman Dean also encouraged everyone to stay safe.

Commissioner Harris had no comment.

RECESS TO INFORMATION SESSION

Chairman Dean recessed the Formal Session to the Information Session.

INFORMATION SESSION

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR CAUTHEN

Administrator Cauthen briefed the Commission regarding Amendment Number 1 to Contract with Eagle Cleaning Service, Inc. for janitorial services. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Cauthen briefed the Commission regarding a Bid Award to Manvel Automotive LLC dba Southfork Chrysler Dodge Jeep Ram for an Election Center van. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Cauthen reminded the Commission that the term of Charles Powe expired December 4, 2020 as a board member of the Montgomery County Parks and Recreation Board. Commissioner Sankey recommended that Ms. Critis Williams-Long be appointed to the Board. After discussion, the Commission agreed to place this item on the next agenda.

Administrator Cauthen reminded the Commission that on November 17, 2020, the terms of board members of the Central Alabama Regional Planning and Development Commission (CARPDC) expired. She noted that this term runs concurrently with the office of the County Commission. Commissioner Harris stated that he would like to discuss these appointments at the next meeting.

Administrator Cauthen informed the Commission that there is a board member vacancy on the Montgomery Wellness Coalition Board. Commissioner Sankey stated that he would like to serve on the board. After discussion, the Commission agreed to place this item on the next agenda.

RECESS TO EXECUTIVE SESSION

Administrator Cauthen presented a letter from Director of Retention Jessica G. Horsley with the Chamber of Commerce regarding an Executive Session concerning a Commerce or Trade Matter. Commissioner Harris made a motion to go into the Executive Session. The motion was seconded by Commissioner Sankey and unanimously approved by each Commissioner, openly giving their individual vote. She stated that the Commission would adjourn the Commission meeting following the Executive Session. Chairman Dean recessed the Information Session to the Executive Session. (Copy of Letter from Director of Retention Jessica G. Horsley with the Chamber of Commerce, Agenda Page 24, is attached to these Minutes).

RECESS TO FORMAL SESSION

Commissioner Singleton made a motion to recess the Executive Session. The motion was seconded by Commissioner Harris and unanimously approved by the Commission.

ADJOURNMENT

Commissioner Harris made a motion to adjourn the meeting of the Montgomery County Commission on December 7, 2020, at 11:00 a.m. The motion was seconded by Commissioner Singleton and unanimously approved by the Commission.

**MONTGOMERY COUNTY COMMISSION
MEETING DATE DECEMBER 7, 2020**

THE FOLLOWING WERE AUDITED AND ORDERED PAID

ACCOUNTS PAYABLE CHECKS DATED 11-13-2020	
Check Numbers: 297229 – 298034	Total Checks Paid: \$ 934,995.36

EFT's included in amounts

ACCOUNTS PAYABLE CHECKS DATED 11-20-2020 and 11-27-2020	
Check Numbers: 298035 – 298231	Total Checks Paid: \$ 2,381,035.49

EFT's included in amounts

PAYROLL CHECKS DATED 11-20-2020 and 12-4-2020	
Check Numbers: 135361 – 135504	Total: \$ 206,924.51
Direct Deposits	Total: \$ 3,097,975.80
Federal Deposits	Total: \$ 651,129.82
Total Payroll Paid	Total: \$ 3,956,030.13

**INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER**

Resolution

WHEREAS, *Ala. Code § 11-1-8* authorizes the county commission to close county offices on state legal holidays or for special circumstances it deems necessary or appropriate; and

WHEREAS, the Montgomery County Commission has approved the attached annual holiday schedule in compliance with *Ala. Code § 11-1-8*, which schedule is subject to change by subsequent vote of the county commission; and

WHEREAS, the annual holiday schedule shall be at all times posted at the courthouse in compliance with *Ala. Code § 11-1-8* and in other locations designated by the Montgomery County Commission; and

WHEREAS, subject to change by the Montgomery County Commission, all county offices will be open on all other work days (Monday through Friday) and any county employees not working on days that are not an annual holiday shall be on paid or unpaid leave.

WHEREFORE BE IT RESOLVED and ordered by the Montgomery County Commission that the attached annual holiday schedule has been adopted and shall be complied with by all county officials, department heads, and employees until and unless altered by subsequent vote of the county commission.

BE IT FURTHER RESOLVED and ordered by the Montgomery County Commission that a copy of this Resolution and the annual holiday schedule attached hereto shall at all times be posted at the courthouse.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 7th day of December, 2020.

BY: _____
Chairman

ATTEST: _____
County Administrator

MEMORANDUM

TO: Elected Officials, Department Heads & Appointing Authorities
FROM: Carmen Douglas, Personnel Director
DATE: October 30, 2020
SUBJECT: 2021 Legal Holidays

Listed below for your information are the dates of the legal holidays during the year 2021:

Friday, January 1	New Year's Day
Monday, January 18	Martin Luther King, Jr.'s Birthday
Monday, February 15	Washington's Birthday
Monday, May 31	Memorial Day
Monday, July 5	Independence Day (Observed)
Monday, September 6	Labor Day
Monday, October 11	Columbus Day
Thursday, November 11	Veterans Day
Thursday, November 25	Thanksgiving Day
Friday, December 24	Christmas Day (Observed)

Employees accrue a personal leave day on April 26, 2021 and June 7, 2021.



Agenda Item Memo

Re: Contract Amendment for Armored Car Service
Date: County Commission - Formal Session - Dec 07 2020
To: Montgomery County Commission
From: Tammy Turner, Buyer II

BACKGROUND INFORMATION:

I request that the attached Amendment No. 1 to Montgomery Armored Car Service, Inc. contract for Armored Car Services be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning February 1, 2021 and ending on January 31, 2022.

Montgomery Armored Car Service, Inc. would like to increase prices in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Terri Henderson, Revenue Manager, Tax and Audit and Jamyla Philyaw, Assistant Chief Clerk, Probate.

ATTACHED:

[Amendment 1 Armored Car Service](#)

**Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102**

**Amendment
To
Contract # 5100-20B-008**

Amendment No. 1

Contract with Montgomery Armored Car Service, Inc. for armored car services is hereby extended for one (1) year, beginning February 1, 2021 and ending January 31, 2022.

Montgomery Armored Car Service, Inc. would like to increase prices in accordance with the terms of the contract.

All other provisions of the contract remain the same.

WITNESS:

MONTGOMERY ARMORED CAR SERVICE

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____



Agenda Item Memo

Re: Service Agreement Amendment with Diligent Corporation
Date: County Commission - Formal Session - Dec 07 2020
To: Montgomery County Commission
From: Hannah Hawk, Manager of Public Affairs

BACKGROUND INFORMATION:

Attached is a Service Agreement Amendment with Diligent Corporation for the iCompass Meeting Manager Pro Software. The Amendment is for four additional trackers (Position Fill Request - Budgeted and Unbudgeted, Budget Change Request, and Travel Request forms).

This Amendment will streamline the way these forms are being submitted to the Commission for approval through the iCompass portal.

FINANCIAL IMPACT:

The cost of these additional trackers is \$3,000 and will be paid from the Commission's budget.

ATTACHED:

[Amendment to Service Agreement with Diligent for Additional Trackers](#)



Agreement Number: Q-576107

Service Agreement Amendment

This Service Agreement Amendment (the "**Amendment**") is made by and between *Montgomery County AL* (hereinafter "**Client**") and Diligent Corporation (hereinafter "**Diligent**") and amends the original Service Agreement between Client and Diligent dated October 31, 2019. All amounts are in USD currency.

Diligent Services

The following access rights are hereby added to the Agreement as of the Start Date identified below:

Additional Services	Start Date	End Date	Quantity	Annual Price Per	Total Annual Price
Additional Trackers Custom Tracker	October 31, 2020	October 30, 2021	4	\$750.00	\$3,000.00
Total Annual Subscription Fee					\$3,000.00
One-Time Installation Fee					\$0.00

Upon execution of this Amendment, Diligent will issue an invoice for the amount of \$3,000.00, plus applicable taxes.

Pricing is valid for 30 days from receipt of this Amendment. If the Amendment is received executed by Client after this date, Diligent may accept or reject the Amendment in its sole discretion. For the avoidance of doubt, purchases made under this Amendment shall renew after expiration of the End Date in accordance with the terms of the Agreement.

The above-referenced Agreement is hereby modified to include the additional services, terms and fees as set forth herein. All other terms and conditions of the Agreement shall continue in full force and effect. This Amendment may be executed in multiple counterparts. Copies, facsimiles, electronic files and other reproductions of executed documents will be deemed to be authentic and valid counterparts of such executed documents for all purposes. All fees due, paid or owing shall be deemed non-refundable. Client shall provide reasonable cooperation, including providing any materials and granting access as necessary, to enable Diligent Corporation to perform any Professional Services. In order to use the Diligent Service, Client and Users must satisfy Diligent's minimum technology requirements.



Agreement Number: Q-576107

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment as of the Start Date identified above.

Please sign below and email to your Diligent account representative.

Montgomery County AL
("Client")

By:

Name:

Job Title:

Date:

Diligent Corporation
("Diligent")

By: 

Name: Bill Wright

Job Title: Chief Accounting Officer

Date: November 2, 2020



Memo

Re: Employee Recognition and Appreciation Luncheon
Date: County Commission - Formal Session - Dec 07 2020
To: Montgomery County Commission
From: Florence Cauthen, Administrator

BACKGROUND INFORMATION:

The Examiners of Public Accounts agreed that a virtual Employee Recognition and Appreciation Program is acceptable during the pandemic. Attached is the Montgomery County End-of-Year Employee Recognition and Appreciation Program and related 2020 Budget.

ATTACHED:

[2020 Employee Recognition and Appreciation Luncheon Budget](#)
[Scope of ERAP](#)

2020 Employee Recognition and Appreciation Luncheon Budget

Catering	\$8,800.00
Paper Products	150.00
Floor Protection	150.00
<u>Table Decorations</u>	<u>100.00</u>
Total	\$9,200.00

Montgomery County End-of-Year Employee Recognition and Appreciation Program

Pursuant to Amendment 909 of the Constitution of Alabama of 1901, the Montgomery County Commission ("MCC") does hereby establish the Montgomery County End-of-Year Employee Recognition and Appreciation Program ("ERAP") to express its appreciation to the dedicated employees of Montgomery County and to recognize those employees who have reached significant milestones in their years of service.

The scope of the ERAP is as follows:

1. A luncheon to be held once per year in the month of December.
2. The luncheon will be held during the regular business hours of the MCC, at a premise or property owned or under the authority of the MCC.
3. An invitation to attend the luncheon will be extended, via email, to all employees of the MCC.
4. At the luncheon, employees of the MCC will receive a catered lunch, including a meal, beverages and dessert. The meal may be served either plated or buffet style.
5. The luncheon will follow a pre-determined program or agenda that includes, at minimum, the following:
 - Remarks by the Chair of the MCC (or his/her designee) on the state of the county, including updates on any information pertinent to county employees.
 - A presentation by members of the MCC of plaques and/or certificates to any employee of the MCC that has 1) celebrated a 5 year-incremental employment anniversary since the preceding 12-month period, 2) has maintained perfect attendance during the preceding 12-month period, or 3) any other recognition established hereafter by the MCC.

The MCC shall cover all costs associated with the luncheon including meal catering, beverages, utensils, plaques, certificates and other incidental costs. The County Administrator shall create a budget for the ERAP, and such budget must come before the MCC for approval prior to the expenditure of any funds related to program. Further, the MCC shall maintain detailed records of all disbursements associated with the planning and execution of the ERAP, which will be subject to review by the Alabama Department of Examiners.

The MCC reserves the right to cancel or decrease the scope of the ERAP as outlined above; however, the MCC shall not make any additions or in any way expand the ERAP without first following the notice procedures as outlined in Amendment 909 of the Constitution of Alabama of 1901 regarding the adoption of such programs and policies.

MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 12/7/2020 - CODE: 001-59320.498								
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			55,000	56,500	45,500	52,500	48,000	257,500
C-2021-19	Central AL Community Foundation	Educational Programs for Youth who are from Economically Disadvantaged Circumstances						
C-2021-20	Montgomery YMCA	YMCA Rising Achievers Program			1,000		5,000	5,000
C-2021-21	King's Canvas Gallery & Studio	Program Services			2,500			1,000
C-2021-22	Alabama Baseball Coaches Association	Montgomery Miracle League			3,000		1,200	2,500
C-2021-23	Montgomery Area Council on Aging (MACOA)	Community Services Programs			2,500			4,200
C-2021-24	Beauty by Fire Ministry	Serve the Needs of Widows			1,000			2,500
C-2021-25	Service Dogs Alabama	Serving Veterans and Children with Disabilities			2,500			1,000
C-2021-26	Aid to Inmate Mothers, Inc.	Programs for Inmate Mothers					600	2,500
C-2021-27	Mental Health America of Montgomery	Operation Santa Clause		1,000			1,000	600
C-2021-28	Empowering Communities Helping Ourselves (ECHO)	Program Services		500		500		2,000
C-2021-29	Central AL Aging Consortium	Operating Senior Cntrs. to Inc. Christmas Event				1,500		1,000
C-2021-30	RESTOR, Inc.	Seven Heating & A/C Units for Homeless Shelter				1,000		1,000
C-2021-31	American Assoc. for Children, Inc.	Bowling on Super Bowl Sunday				1,000		1,000
NC-2021-3	City of Montgomery Parks and Recreation Department	Willie L. Cook, III Community Center for Community Service Programs					1,000	1,000
NC-2021-4	City of Montgomery, Neighborhood Svcs.	Highland Park Neighborhood Assoc.				1,500		1,500
NC-2021-5	City of Montgomery, Neighborhood Svcs.	Park Manor Neighborhood Association				2,100		2,100
	Total Appropriations 12/7/2020		0	1,500	12,500	7,600	8,800	30,400
	APPROPRIATED BUDGET BALANCE		55,000	55,000	33,000	44,900	39,200	227,100
	<i>Dawn Carr</i>	12/8/2020						
	County Administrator	Date						

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Lieutenant
Position Number 500422122(Replace M. Tolbert)
Pay Grade PC4 Pay Range 45,842 - 68,493
Proposed Effective Date December 14, 2020
Type of Hire (☐) New (☒) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date November 23, 2020

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date November 23, 2020

Sherrill Thomas

Finance Director

Date 11/25/2020

ADMINISTRATIVE APPROVAL:

Florence M. Cauthen/tn

County Administrator

Date 11/30/2020

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Trainee
Position Number 500419112(Replace K Morgan)
Pay Grade PCT Pay Range 31,299
Proposed Effective Date December 28, 2020
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date December 3, 2020

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date December 3, 2020

Sherrill Thomas

Finance Director

Date 12/3/2020

ADMINISTRATIVE APPROVAL:

Florence M. Cauthen/tn

County Administrator

Date 12/3/2020

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Trainee
Position Number 500419114(Replace D Williams)
Pay Grade PCT Pay Range 31,299
Proposed Effective Date December 28, 2020
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date December 3, 2020

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date December 3, 2020

Sherrill Thomas

Finance Director

Date 12/3/2020

ADMINISTRATIVE APPROVAL:

Florence M. Cauthen/tn

County Administrator

Date 12/3/2020

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: PROBATE

DEPARTMENT HEAD: JUDGE J C LOVE, III

SUPERVISOR: OCTAVIUS JACKSON

POSITION INFORMATION:

Position Title Customer Service Clerk (replacing T Middlebrooks)

Position Number 750016022

Pay Grade A04 Pay Range \$28,765 - \$42,978

Proposed Effective Date December 8, 2020

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Judge J C Love, III

Department Head

Date 11/20/2020

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 11/20/2020

Sherrill Thomas

Finance Director

Date 11/22/2020

ADMINISTRATIVE APPROVAL:

Florence M. Cauthen/tn

County Administrator

Date 11/23/2020

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Sheriff's Office
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Deputy Sheriff Corporal
Position Number 550429132(Replace J Taylor)
Pay Grade PS2 Pay Range 45,754 - 54,816
Proposed Effective Date December 28, 2020
Type of Hire (☐) New (☒) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date December 3, 2020

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date December 3, 2020

Sherrill Thomas

Finance Director

Date 12/3/2020

ADMINISTRATIVE APPROVAL:

Florence M. Cauthen/tn

County Administrator

Date 12/3/2020



Memo

Re: Above the Minimum Salary
Date: County Commission - Information Session - Dec 07 2020
To: Montgomery County Commission
From: Phil Bryant, Executive Director

BACKGROUND INFORMATION:

Please place on the next scheduled County Commission meeting my request for the Commission to consider a prospective Administrative Assistant hire at Step 7 in Pay Grade A05. This person will be filling a position that has been vacant since July 2020 and can start her employment on December 14, 2020. I am respectfully requesting that the Commission consider waving the rules and approving the proposed hire at Step 7 in pay grade A05. Community Corrections' current budget would allow for a salary offer up to step 14.

I have reviewed the current Roster of candidates and interviewed several prospective candidates for Administrative Assistant. The individual who is considered the best suited for the position is Ta Shonna Gable. Ms. Gable has over twelve (12) years of Administrative Assistant experience, including working for the Montgomery County Airport Authority. The candidate has served in several different Administrative Assistant roles. She currently serves as the HR/Payroll and Benefits Administrator, where she earns \$39,162 annually. I am requesting that Ms. Gable be hired at the same rate of pay as her current salary because of her experience.

Thank you for your consideration of this matter.

RESOLUTION

WHEREAS, having been actively involved in education for decades, Mrs. Mary Louise Briers made a lasting impact on hundreds of students and their families through her service in both the classroom and as a member of the Montgomery County Board of Education; and

WHEREAS, she completed her Master's Degree in Guidance and Counseling from Alabama State University; and

WHEREAS, she was a classroom teacher and counselor in Montgomery Public Schools for 25 years; and

WHEREAS, she became one of the first two African American women elected to the Montgomery County Board of Education in 2004 and served as a member of the board for 16 years; and

WHEREAS, Mrs. Briers consistently pursued bettering Montgomery Public Schools by creating new policies and programs for students, families, and educators alike while serving on the Board of Education; and

WHEREAS, she was President of the Montgomery County Board of Education as well as President and Vice President of the Montgomery County Education Association; and

WHEREAS, she also developed personal relationships with many students of Montgomery County Public Schools serving as a speedball, volleyball, and basketball coach for the Parks and Recreation Department; and

WHEREAS, Mrs. Briers has pursued excellence by always striving to be better, displayed both in her work in the classroom as well as her work on the Board of Education; and

WHEREAS, her involvement within the community is extensive as she was the national President of the Peter Claver Ladies Auxiliary for six years, was a parliamentarian for the National Council of Catholic Women for four years, is a registered parliamentarian with the National Association of Parliamentarians, and is a member of the Alabama Education Association, the National Education Association, the Delta Kappa Gamma International Society, the Capital City Parliamentarians Unit, Alpha Kappa Alpha Sorority, and St. Jude and Resurrection Catholic Churches; and

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby recognize, honor and thank Mrs. Mary Louise Briers for her years of service to students, parents, teachers, employees, and the community and congratulate her on her retirement.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 7th day of December, 2020.

MONTGOMERY
AREA CHAMBER OF COMMERCE

November 19, 2020

Members of the Montgomery County Commission
Attn: Florence Cauthen
101 S. Lawrence Street
Montgomery, AL 36104

Re: Opinion on Applicability of Executive Session

Dear Montgomery County Commission Members:

The Montgomery Area Chamber of Commerce is requesting to appear before the Montgomery County Commission on Monday, December 7, 2020 in executive session. I have reviewed the commerce or trade matter which the Montgomery County Commission proposes to discuss in executive session. It is my opinion that an executive session is authorized for this discussion under Section 7(a)(7) of Act No. 2005-40, and an open meeting will have a detrimental effect upon the competitive position of the Montgomery County Commission.

Pursuant to Section 7(a)(7) of Act No. 2005-40, a copy of this letter should be attached to the minutes of the County Commission meeting wherein the body considers a motion to convene an executive session to discuss this matter.

Sincerely,



Jessica G. Horsley
Director, Retention
Montgomery Area Chamber of Commerce

POST OFFICE BOX 79 41 COMMERCE STREET MONTGOMERY, AL 36101
TEL: 334.834.5200 FAX: 334.265.4745 MACC@MONTGOMERYCHAMBER.COM WWW.MONTGOMERYCHAMBER.COM



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ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, December 21, 2020, at 8:30 in the morning.



Administrator



Chairman