

**JEFFERSON COUNTY COMMISSION  
DRAFT**

**DATE:** August 28, 2012

**TIME:** \_\_\_\_\_

**I. ROLL CALL**

**II. INVOCATION**

**III. PLEDGE OF ALLEGIANCE**

**IV. APPROVAL OF MINUTES**

August 14 , 2012

**V. RESOLUTIONS**

**Administrative Services - Commissioner Carrington**

**Human Resources**

1. Resolution authorizing execution of Amendment No. 1 to the agreement with Humana Specialty Benefits (Humana, Inc.) to provide voluntary group vision insurance coverage for participating employees (100% employee paid) for FY2012-2013.
2. Resolution authorizing execution of Amendment No. 1 to the agreement with Consultech Cost Control to provide unemployment cost control services for FY2012-2013 in the amount fo \$5,200. (remaining budget \$0)
3. Resolution authorizing execution of Amendment No. 1 to the agreement with Dearborn National Life Insurance Company to provide basic life and accidental death & dismemberment insurance coverage for employees for FY2012-2013 in the amount of \$465,546. (remaining budget \$0)
4. Resolution authorizing execution of Amendment No. 1 to the agreement with Chappelle Consulting Group to provide COBRA/HIPPA administrative services for FY2012-2013 in the amount of \$5,000. (remaining budget \$0)
5. Resolution authorizing execution of Amendment No. 1 to the agreement with Chappelle Consulting Group to provide flexible benefits plan administrative services for participating employees for FY2012-2013 in the amount of \$15,000. (remaining budget \$0)
6. Resolution authorizing execution of Amendment No. 1 to the agreement with Behavioral Health Systems, Inc. to provide mental health/substance abuse managed care/employee assistance services for FY2012-2013 in an amount estimated to be \$450,000. (remaining budget \$0)

7. Resolution authorizing execution of an agreement with Molton, Allen & Williams, LLC to provide Broker of Record services for soliciting bids on behalf of the Commission for property & casualty, boiler & pressure vessel, excess workers' compensation, crime & dishonesty and professional liability and general liability insurance coverage for FY2012-2013 in the amount of \$50,000. (remaining budget \$0)

**Pension Board**

8. Resolution to approve pension contribution and County match for Kenneth Bailey, Sheriffs Office due to granted military leave of absence in the amount of \$776.48.

**Personnel Board**

9. Resolution to acknowledge amendments/agreements between the Personnel Board and the following for FY2012-2013:
  - a. People Admin, Inc. - to provide online application software and hosting - \$70,000
  - b. Sienna Consulting - to provide valid and legally defensible employment selection test for entry-level Police Officer/Deputy Sheriff and Firefighters - \$35,000
  - c. AL.com - to provide internet marketing production and advertising services - \$17,700
  - d. Perceptive Software - to provide maintenance for Image Now document imaging and management software tool - \$12,418

**Environmental Services**

10. Resolution to award and authorizing execution of an agreement for the Valley Creek WWTP Final Clarifier Drive Renewal Project to lowest, responsible bidder, B. L. Harbert International, LLC in the amount of \$654,000.
11. Resolution to award and authorizing execution of an agreement for the 2012 Sanitary Sewer Repair and Replacement, Contract 1 to lowest, responsible bidder, Baird Contracting Company, Inc. in the amount of \$3,409,181.06.
12. Resolution to terminate the agreement with Hazen and Sawyer, P.C. to provide professional engineering services for the Valley Creek WWTP Energy and Process Optimization Improvements Project.
13. Resolution to terminate the agreement with Atkins North America, Inc. to provide professional services for the engineering survey of sanitary sewer manholes.

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**Finance and IT - Commissioner Stephens**

**Finance**

14. Approval of the Unusual Demands report.
15. Resolution authorizing execution of and amendment to the agreement with Cavanaugh MacDonald Consulting, Inc. to provide other Post-Employment Benefits (OPEB) actuarial services for the base year ended on September 30, 2008 in the amount of \$8,000. (remaining budget \$183,935).

**Revenue**

- 16. Resolution authorizing execution of Amendment No. II to the agreement with Blackbaud, Inc. to provide fund accounting software maintenance for the period July 1, 2012 - June 30, 2013 in the amount of \$7,202.50. (remaining budget \$397.50)

**Purchasing**

- 17. Approval of Purchasing Minutes for week of 7/31/12 - 8/6/12 and 8/7/12 - 8/13/12.
- 18. Approval of Exceptions Report for week of 7/31/12 - 8/6/12 and 8/7/12 - 8/13/12.
- 19. Approval of Encumbrance Report for week of 7/31/12 - 8/6/12 and 8/7/12 - 8/13/12.

**Budget Management Office**

- 20. Approval of Staff Development report.

- a. Multiple Staff Development

- i. Community & Economic Development - 2 participants

- TaMorya L. Johnson-Jones (State funds) \$1,425.91
    - Keith Strother \$1,324.40
    - National Assn. of Workforce Development Professionals Conference  
Chicago, IL – November 12-15, 2012

- ii. Environmental Services - 2 participants

- Rodney Currington \$ 823.96
    - Tari Holt \$1,175.05
    - North Carolina Pretreatment Annual Conference 2012  
Wrightsville, NC – September 22-26, 2012 CEU

- iii. Stormwater Management - 2 participants

- Johanna Burwinkle \$503.71
    - Amanda Elledge \$503.71
    - 2012 Annual Education Conference of the SE Stormwater Association  
Chattanooga, TN – October 17-19, 2012 NPDES mandate

- b. Individual Staff Development

- Revenue

- i. Wesley Moore \$3,035.77
    - Tax Audit  
Cleveland & Cincinnati, OH and Crestview, KY  
September 8-21, 2012

- ii. Edgar Woodis \$3,332.14
    - Tax Audit  
Cleveland, OH & Wayne, PA – September 8-22, 2012

- Roads & Transportation

- iii. Paul Rick Turner \$365.00

International Right of Way Assn. Principles of Real Estate Law  
Online Course

Sheriff's Office

- iv. Jimmy Sparks \$873.44  
2012 AL Criminal Justice Information Center Uses Conference  
Gulf Shores, AL – September 17-20, 2012

- 21. Approval of Budget Transaction report.
    - i. Roads & Transportation \$35,000  
Shift funds and add purchasing memorandum to purchase a replacement digital copier.
    - ii. General Services \$6,400  
Add purchasing memorandum to purchase a ticket dispenser.
  - 22. Approval of Request for Certifications report.  
Finance
    - i. Accounting Assistant II - 3 positions
    - ii. Administrative Assistant I
  - 23. Resolution authorizing execution of an agreement with Management of America, Inc. to develop annual cost allocation plans for the period August 28, 2012 - August 27, 2015 in an amount not to exceed \$17,300 per year.  
**Information Technology**
  - 24. Resolution authorizing execution of an agreement with SHI International Corporation to provide Microsoft exchange e-mail hosting for the period September 3, 2012 - July 31, 2013 in the amount of \$208,622.55 (remaining budget \$16,667.99)  
**Sheriff's Office**
  - 25. Resolution to declare two vehicles surplus and authorizing the Sheriff to replace these vehicles with a court-awarded vehicle.
  - 26. Resolution to acknowledge amendments to the agreements between the Sheriff and the following:
    - a. Yarbrough Company - change Section 5 of contract that the Sheriff agrees to pay immediately upon receipt of properly submitted invoice for food services where there is no dispute as to the charges stated
    - b. Clay -Chalkville Animal Clinic - to provide services for the care of K9 dogs for the period September 1, 2012 - September 30, 2013 - \$6,000
    - c. Cellco Partnership d/b/a Version Wireless - to provide Mobile Web Enablement services through August 31, 2012 - \$96,000
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## Health and General Services - Commissioner Bowman

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### Land Planning - Commissioner Knight

27. Resolution authorizing execution of a letter approving the FY2013 Jefferson County Community Corrections Plan for UAB TASC.

#### Family Court

28. Resolution authorizing execution of an agreement with Jefferson-Blount-St. Clair Mental Health/Retardation Authority to develop, staff and manage the Youth Advocacy Program for FY2012-2013 in the amount of \$171,974 - AL Dept. of Youth Services grant funds. (remaining budget \$0)
29. Resolution authorizing execution of an agreement with Jefferson-Blount-St. Clair Mental Health/Retardation Authority to provide on-site management of the Return to Aftercare Program for FY2012-2013 in the amount of \$73,000 - AL Dept. of Youth Services grant funds. (remaining budget \$0)
30. Resolution authorizing execution of an agreement with Jefferson-Blount-St. Clair Mental Health/Retardation Authority to provide on-site mental health services for FY2012-2013 in the amount of \$124,000. (remaining budget \$31,620)
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## Roads and Transportation - Commissioner Brown

### Community & Economic Development

31. Resolution authorizing execution of the Community Development Block Grant – Disaster Recovery Grant Agreement with HUD to provide funds in the amount of \$7,847,084 for disaster recovery activities.
32. Resolution authorizing execution of the 2011 Emergency Solutions Grant Agreement with HUD to provide funds in the amount of \$50,590 for homeless prevention activities.
33. Resolution authorizing execution and submission to the Alabama Department of Economic & Community Affairs (ADECA) the 2012 State Emergency Solutions Grant Agreement, certifications and documents to provide funding in the amount of \$50,000 for homeless prevention activities.
34. Resolution authorizing the transfer of \$5,000 from the 2009 Rosedale Sidewalk Project budget to the 2009 Muscoda Park Improvements budget.

### Roads & Transportation

35. Request from Alabama Gas Corp. to locate their facilities on Jefferson County right of way.
36. Resolution authorizing filing of an application to ADOT for Alabama Transportation Rehabilitation and Improvement Program (ATRIP) funding assistance for the bridge replacement on CR-44 (Mt. Olive Road) project, to provide all preliminary engineering services and to approve a match of 20%

of the total project construction cost and any funds required for non-participating items such as utility relocation.

37. Resolution authorizing filing of an application to ADOT for Alabama Transportation Rehabilitation and Improvement Program (ATRIP) funding assistance for the bridge replacement on CR-126 (Springdale Road) project, to provide all preliminary engineering services and to approve a match of 20% of the total project construction cost and any funds required for non-participating items such as utility relocation.
38. Resolution for payment of acquired right of way - Tract No. 48 for the Tarrant Huffman Road Project in the amount of \$13,000.
39. Resolution authorizing execution of Amendment No. 2 to the agreement with Jones & Berry, PC to provide legal services on the Morgan Road Improvements Project which adds \$75,000 to original agreement amount. (remaining budget \$684,554.58)
40. Resolution to approve closing the section of Altadena Lake Drive lying between the southwestern right of way limits and the edge of travel way of Camp Horner Road to the public, while maintaining access for law enforcement, fire and rescue, and emergency medical service personnel to use during emergencies.

**Office of Senior Citizen Services**

41. Resolution authorizing execution of an agreement with Senior Services America for Title V Senior Workers grant to pay wages and benefits for seventy-five older workers for reentry into the job market for the period July 1, 2012 - September 30, 2102 in the amount of \$174,840 (\$154,579 - federal funds/ \$20,261 - non-federal match)

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**County Attorney**

42. Resolution to settle the following plumber reimbursement claims:
  - a. LaTanya Marshall - \$455
  - b. Eddie Dansby, Jr. - \$4,085
43. Resolution to deny the claim of Julie A. Johnson, Personal Representative of Estate of Golda E. Jordan, Deceased.
44. Resolution to settle the following sewer backup claims:
  - a. Jeffery Battle - \$4,376
  - b. Kinsey Oglesby - \$4,100.05
  - c. Lee Budgess - \$763
  - d. Richard High - \$1,246.33
  - e. Stringfellow Properties - \$975.40
  - f. Marland Holding, LLC - \$1,330.47
  - g. State Farm Insurance Company - \$6,257.97
  - h. Nicole Watters - \$5,736.03
  - i. Bruce Knight - \$11,518.94
45. Resolution to settle the reimbursement claim of William E. Garner in the amount of \$606.61.
46. Resolution to deny the claim of Robin Barrett.
47. Resolution to deny the claim of Terry Meza.

48. Resolution to deny the following vehicle damage claims:
    - a. Debra Cook
    - b. Barbara Andrzejewski
  49. Resolution to deny the claim of Denise McNear, Representative of the Estate of Kanecia McNear.
  50. Resolution to deny the medical malpractice claim of Leonard Thomas.
  51. Resolution to settle the property damage claim of Betty Stano in the amount of \$360.
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**VI. NEW BUSINESS**