



# ***Dale County Commission***

**Commission Meeting Minutes - January 14, 2020**

The Dale County Commission convened in a regular session Tuesday, January 14, 2020. The following members were present: The following members were present: Chairman Mark Blankenship; District Two Commissioner Steve McKinnon; District Three Commissioner Charles W. Gary and District Four Commissioner Frankie Wilson. Absent: District One Commissioner Chris Carroll.

Chairman Blankenship called the meeting to order at 10:30am. Commissioner McKinnon opened with the Pledge of Allegiance. Commissioner Gary followed with prayer.

## **APPROVED – AGENDA**

Commissioner Gary made a motion to approve the agenda with the following changes:

- Remove: Tammy Sapp from Item #2- Employee- New Hire, Promotion, and Temporary.
- Add: Hire Tyler Harrington, 01/27/20 – Investigator – Full-Time.
- Add: Incentive work Request for Black Forest Park.
- Add: Petition from South Dale EMS, Inc. for EMS Funding.

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

## **APPROVED – MEMORANDUM OF WARRANTS**

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

- Accounts Payable Check Numbers 85424-85692.
- Payroll Check Numbers: 154638-154646.
- Direct Deposit Check Numbers: 33160-33444.

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

**APPROVED – DECEMBER 10, 2019 MINUTES**

Commissioner Gary made a motion to approve the Minutes of the Commission Meeting on December 10, 2019.

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

**APPROVED – PERSONNEL - NEW JOB DESCRIPTION**

Commissioner McKinnon made a motion to approve a job description for a new position of Investigator/Crime Scene Technician. See Exhibit 1.

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

**APPROVED – PERSONNEL**

Commissioner Gary made a motion to approve the following:

- Tyler Harrington – 01/27/20 -New Hire - Investigator – Full-time.

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

**APPROVED – PERSONNEL**

Commissioner Wilson made a motion to approve the following:

- Darlene Marie Enke – Custodian Grade III – Full-time
- Sidney Dylan Danner – Promotion - Correctional Officer – Jail – Full-time
- Edmond Dewayne Danner – Temporary – Correctional Officer – Jail

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

**APPROVED – TRAVEL REQUEST**

Commissioner McKinnon made a motion to approve the following:

- Mark Ashcroft – Mapping & Appraisal – Advanced Appraisal Concepts – Montgomery, Al – February 3-7, 2020 - \$1228.00
- Jill Bruhn - Mapping & Appraisal – Advanced Appraisal Concepts – Auburn, Al. - January 27-31, 2020 - \$1218.00
- Revenue – 3 MV clerks – Al Licensing Official Conference – Prattville, Al. – January 15-16, 2020 – \$1496.75.
- Derek Brewer – 63<sup>rd</sup> Annual Alabama Transportation Conference – Montgomery, Al. - February 11 – 12, 2020 - \$424.00

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

**APPROVED – DALE CO DEPT OF HUMAN RESOURCES BD - APPOINTMENT**

Commissioner Gary made a motion to approve the reappointment of Ms. Geraldine Henderson and Ms. Dianne Tharpe to the Dale County Dept of Human Resources Board. Ms. Tharpe's term will expire 11/01/25 and Ms. Henderson 11/12/25.

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

**APPROVED – WORK REQUEST - ROAD & BRIDGE DEPT**

Commissioner Wilson made a motion to approve a work project for Echo Volunteer Fire Department: four loads of 825A dense grade (haul, dump, and spread) for a total cost of \$2,940.00 to be paid from the General Fund.

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

**APPROVED – INCENTIVE REQUEST - LODGING TAX**

Commissioner Wilson made a motion to approve an incentive work project for Black Forest Park (spec. bldg.): five loads of 825A dense grade (haul, dump, and spread) for a total cost of \$3,670.00 to be paid from the Lodging Tax. See Exhibit 2.

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

**APPROVED – PETITION FOR EMS FUNDING**

After a review from County Attorney, Commissioner Gary made a motion to approve the petition for EMS funding submitted by South Dale EMS, Inc. This funding will begin the first quarter, 2020.

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

**ANNOUNCEMENT – NEXT REGULAR MEETING**

Chairman Blankenship announced that the next regular meeting of the Dale County Commission will be Tuesday, January 28, 2020 at 10:00am.

**ADJOURNMENT: CONFIRMATORY STATEMENT**

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



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Mark Blankenship, Commission Chairman

## **Investigator/Crime Scene Technician**

**Grade XII Salary Range \$14.91 - \$21.31**

<b>Division</b>	<b>Department</b>	<b>Location</b>	<b>Reports To</b>
Sheriff	Sheriff	Sheriff's Office	Chief Investigator

### **Job Summary**

Performs investigations and patrol duties throughout the county. Meets requirements for law enforcement officers set by the State Code, Alabama Peace Officer's Standards/Training Commission and Dale County. Processes and prepares evidence for further analysis by the Alabama Department of Forensic Sciences for prosecution in court. Verbal skills to communicate factual information to subordinates, coworkers, supervisors, court personnel and the general public. Writing skills to write a variety of comprehensive case reports. Records and files to correspond to various agencies. Reading skills to read and understand department rules and regulations, complex directives, statues and ordinances. Skills in collection, examination and analysis of a multitude of evidentiary sources.

### **Duties and Responsibilities**

- Enforces all department rules, regulations and state law
- Patrols all sectors of the county and jurisdiction
- Performs crime scene investigations and surveillance
- Makes arrests and completes a variety of comprehensive reports
- Performs collection and analysis of evidence
- Acts as the Custodian of Evidence
- Performs related duties as needed

## **Investigator/Crime Scene Technician**

### **Supervisory Responsibilities**

#### **Physical Demands**

##### **Standing**

66% or More

##### **Walking**

66% or More

##### **Sitting**

33% to 66%

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

33% to 66%

##### **Climbing or Balancing**

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

33% to 66%

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

66 % or More

##### **Tasting or**

##### **Talking or Hearing**

66% or More

##### **Lifting**

###### **Up to 10lbs**

66% or More

###### **Up to 25lbs**

66% or More

###### **Up to 50lbs**

66% or More

###### **Up to 100lbs**

33% to 66%

###### **More than**

33% to 66%

##### **Vision**

###### **Close Vision**

###### **Distance Vision**

###### **Depth Perception**

###### **Ability to Adjust**

##### **Color Vision**

###### **Peripheral Vision**

###### **No Special Vision Requirements**

#### **Specific physical duties**

See well enough to read print without error, operate vehicle, and safely fire a weapon, corrective lens acceptable. Hear well enough to communicate on telephone and radio; hearing aid acceptable. Speak well enough to testify in court. Use of hands and fingers to write and fire weapon. Strength to subdue belligerent individuals. Body movement of mobility to pursue and detain a fleeing individuals.

##### **Noise Very Quiet**

##### **Quiet**

##### **Moderate**

##### **Loud Noise**

##### **Very Loud Noise**

## **Investigator/Crime Scene Technician**

### **Job Specifications**

### **Education**

### **Work Experience**

### **Licenses**

Valid Alabama Driver's license.

### **Preferences**

Emotional stability to work in highly stressful and dangerous situations. Willing to submit to polygraph and drug testing. Willing to travel and attend schools for additional training. Willing to work overtime, non-standard hours, weekends, and holidays as required.

### **Date**

# Work Request Form

Dale County Road & Bridge Department

Requesting Entity: ODEC

Date Requested: 01/13/2020

Requested by: Mark Blankenship

Signature: \_\_\_\_\_

Project Location: Black Forest Pk. (Spec. Bldg.)

\_\_\_\_\_  
\_\_\_\_\_

Description of Work: 5 loads of 825A Dense Grade (Haul, dump and spread)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cost Estimate: \$ 3,670.00 (\$734.00 per load)

(to be completed by County  
Engineer and/or personnel

### Road and Bridge Reimbursement Options:

X \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 1. 100% by the requesting entity (Lodging Tax Money)
- 2. 50% General Fund /50% requesting entity
- 3. 100% by the General Fund

Commission Meeting Date: 01/14/2020

Approved (Y/N): \_\_\_\_\_

**NOTE:** Responsible party will be invoiced the actual county cost for labor, equipment use and materials. Equipment use cost is based on Blue Book rates.

## **Economic Development Incentive Fund Request**

City/Town: Ozark

Project Short Description: Incentive Request in Support of Project Globalstar

Description of Potential Impact: This project will result in improved industrial access to a facility located at Ozark Corporate Park. This project provides a valuable economic development incentive that directly results in providing 25 high-wage jobs to Ozark and Dale county citizens and a total private investment of \$1,000,000.

Requested Amount: \$3,670

Percentage of Total Budget: .5%

City Contribution to the Project: \$96,000

Percentage of Budget: 12.8%

Company Investment to Date: \$650,000

Percentage of Budget: 86.7%

**Total Project Budget: \$749,670**

Project Description:

Globalstar Aerospace is a Federal Aviation Administration Certified Repair Station specializing in phase maintenance, component overhaul services, airframe repair, custom aircraft work, and aircraft modification and overhaul on rotary and fixed wing aircraft. Recruited in 2016, the Maintenance, Repair, and Overhaul (MRO) facility got a jump start within the business incubator, the Ozark-Dale County Technology Center for Developing Industry. Since locating in September 2016, the company has steadily grown in employees and capacity. Quickly outgrowing the Technology Center, Globalstar Aero has plans to expand into the 29,580 square foot speculative building located in Ozark Corporate Park. Globalstar anticipates creating 25



high-wage jobs over the next three years and initially investing \$1,000,000.

*Exhibit 2*

Project Partners: Company, ODEC, City of Ozark, Dale County