

12/17/2025

The Marshall County Commission met in a special called session on Wednesday, December 17, 2025, at 10:00 a.m. in the Marshall County Commission Chambers. Clint Maze, County Attorney, led the invocation, and Chief Willie Orr led the Pledge of Allegiance.

PRESENT:

John Young, Chairman
Ashleigh Bubbett, County Administrator
James R. Watson, District 2 Commissioner
Lee Sims, District 3 Commissioner
Joey Baker, District 4 Commissioner
Mike Knopp, County Engineer
Kristal Jones, Administrative Assistant
Tanya Giroir, Commission Clerk
Clint Maze, County Attorney

ABSENT:

Ronny Shumate, District 1 Commissioner

CONSENT AGENDA

A motion was made by Commissioner Baker, duly seconded by Commissioner Sims, to approve the consent agenda as presented by Chairman Young. The consent agenda includes the minutes from the November 12, 2025, regular scheduled meeting, the November 21, 2025, Special Called Meeting, and the claims docket for the period from November 11, 2025, to December 15, 2025, totaling \$4,381,166.75.

APPROVE TO ADOPT THE FY 2026 HOLIDAY SCHEDULE IN ACCORDANCE WITH THE STATE OF ALABAMA.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve adopting the FY 2026 Holiday Schedule in accordance with the State of Alabama.

Pursuant to Section 1-3-8, Code of Alabama, below is the listing of state holidays for 2026:	
New Year's Day	Thursday, January 1, 2026
Birthdays of: Martin Luther King, Jr. & Robert E. Lee	Monday, January 19, 2026
Birthdays of: George Washington/Thomas Jefferson	Monday, February 16, 2026
Confederate Memorial Day	Monday, April 27, 2026
National Memorial Day	Monday, May 25, 2026
Jefferson Davis' Birthday	Monday, June 1, 2026
Juneteenth	Friday, June 19, 2026
Independence Day	Friday, July 3, 2026
Labor Day	Monday, September 7, 2026
Columbus Day	Monday, October 12, 2026
Veterans Day	Wednesday, November 11, 2026
Thanksgiving Day	Thursday, November 26, 2026
Christmas Day	Friday, December 25, 2026

APPROVE TO ADD GOOD FRIDAY AS A MARSHALL COUNTY HOLIDAY

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve Good Friday as a permanent Marshall County holiday.

APPROVE TO GIVE NON-ESSENTIAL MARSHALL COUNTY EMPLOYEES CHRISTMAS EVE OFF AND CLOSING COURTHOUSE NOTE: STATE OFFICES ARE OFF AND CLOSED.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve giving non-essential Marshall County Employees Christmas Eve off and closing the Courthouse. Note: State offices are closed by approval of the Governor.

DISTRICT 1 – APPROVE CONVEYANCE OF ACCESS EASEMENT TO RANDY WEDGEWORTH, AND HIS SUCCESSORS IN INTEREST, ACROSS CHERT PIT PROPERTY (PARCEL 20-03-06-0-000-008.000)

A motion was made by Commissioner Watson, duly seconded by Commissioner Baker, and all members voted affirmatively to approve conveyance of access easement to Randy Wedgeworth, and his successors in interest, across the Chert Pit property (Parcel 20-03-06-0-000-008.000).

ENGINEERING – APPROVE COLE ESTATES PHASE II LOCATED IN DISTRICT 1.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve the Cole Estates Phase II plat, located in District 1.

ENGINEERING – APPROVE FIRE TOWER VILLAGE SUBDIVISION LOCATED IN DISTRICT 2.

A motion was made by Commissioner Watson, duly seconded by Commissioner Baker, and all members voted affirmatively to approve Fire Tower Village Subdivision’s plat, located in District 2.

ENGINEERING – APPROVE TERRACON TO CONDUCT ASBESTOS TESTING IN THE COUNCIL ON AGING BUILDING FOR \$3,975 TO BE PAID BY GENERAL FUND FUND BALANCE.

A motion was made by Commissioner Baker, duly seconded by Commissioner Sims, and all members voted affirmatively to approve Terracon to conduct asbestos testing in the Council on Aging building in the amount of \$3,975 to be paid by the General Fund fund balance.

ENGINEERING – APPROVE TO BID FOR ONE (1) OR MORE 2026 TWO-WHEEL DRIVE AND FOUR-WHEEL DRIVE CREW CAB TRUCKS AND ONE OR MORE 2026 TWO-WHEEL DRIVE AND FOUR-WHEEL DRIVE SUVs.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve Bid Number 29-25 to bid for one (1) or more 2026 two-wheel drive and four-wheel drive crew cab trucks and Bid Number 30-25 one or more 2026 two-wheel drive and four-wheel drive SUVs.

ENGINEERING – APPROVE APPLICATION FOR FY2026 BETTER UTILIZING INVESTMENTS TO LEVERAGE DEVELOPMENT (BUILD) GRANT AND SELECTION OF THE VENDOR TO DRAFT THE APPLICATION.

A motion was made by Commissioner Baker, duly seconded by Commissioner Sims, and all members voted affirmatively to approve the application for the FY2026 Better Utilizing Investments to Leverage Development (BUILD) Grant and selection of the vendor, Simple Grants, to draft the application.

APPROVE FY2026 DIRECT SUPPORT REQUESTS.

A motion was made by Commissioner Baker, duly seconded by Commissioner Sims, and all members voted affirmatively to approve the FY2026 Direct Support Requests as read in the Work Session as follows:

2026 Direct Support Requests	
MC Coalition Against DV	\$10,000
PALS	5,000
Assoc for Retarded Citizens (ARC)	10,000
CAJA	8,500
Homeless Shelter (Home Place)	12,000
Extension Service	30,000
Liberty Learning	2,500
Disabled Veterans of America	2,500
Neighborhood Bridges Boaz	5,000
Continued	

Marshall County Homeless Ministries (Room in the Inn)	15,000
Veterans of Foreign Wars in Arab	2,500
Marshall County Christian Services	20,000
Sleep in Heavenly Peace	5,000
Shepard's Cove	10,000
Child Advocacy Center	10,000
Veterans of Foreign Wars in Boaz	1,000

APPROVE MOVING FORWARD WITH ALCOHOL LICENSE APPLICATIONS AS RECOMMENDED BY THE ALCOHOL REVIEW COMMITTEE AND SET A PUBLIC HEARING FOR THE FOLLOWING LOCATIONS: DOLLAR GENERAL STORE #6379; DOLLAR GENERAL STORE #15729; DOLLAR GENERAL STORE #24095; DOLLAR GENERAL STORE #24230; DOLLAR GENERAL STORE #25469; AND DOLLAR GENERAL STORE #24320.

A motion was made by Commissioner Baker, duly seconded by Commissioner Sims, to approve moving forward with Alcohol License Applications as recommended by the Alcohol Review Committee and set a Public Hearing for the following locations: Dollar General Store #6379; Dollar General Store #15729; Dollar General Store #24095; Dollar General Store #24230; Dollar General Store #25469; and Dollar General Store #24320.

APPROVE RESOLUTION AGREEING TO PARTICIPATE IN THE ACCA'S LIABILITY SELF-INSURANCE FUND FOR CALENDAR YEARS 2027 THROUGH 2029.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve the resolution agreeing to participate in the ACCA's Liability Self-Insurance Fund for Calendar Years 2027 through 2029.

WHEREAS, Marshall County is a member of the Association of County Commissions of Alabama Liability Self-Insurance Fund, Inc ("Liability Fund") for the contract period ending Dec. 31, 2026; and
 WHEREAS, the County's participation in the Liability Fund has been a significant benefit to the County since becoming a member; and
 WHEREAS, the representation and service provided by the Liability Fund continues to be in the best interest of Marshall County and its officials and employees; and
 WHEREAS, Marshall County would benefit by agreeing to extend its participation in the Liability Fund for an additional three-year period beginning Jan. 1, 2027 and concluding Dec. 31, 2029.
 NOW, THEREFORE, BE IT RESOLVED by the Marshall County Commission that it renews its participation in the Liability Fund for calendar years 2027 through 2029 and hereby directs its Chair to immediately execute the 2027-2029 ACCA Liability Self-Insurance Fund, Inc. Participation Agreement. Adopted this the 10th day of December 2025.

APPROVE TO PURCHASE FOUR (4) TIME CLOCKS; \$13,675.00 GENERAL FUND FUND BALANCE.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve purchasing four (4) time clocks; \$13,675.00 General Fund fund balance.

SHERIFF – APPROVE PAYMENT REQUEST TO SHELTON'S BODY SHOP; \$4,641.00.

A motion was made by Commissioner Baker, duly seconded by Commissioner Sims, and all members voted affirmatively to approve the payment request to Shelton's Body Shop; \$4,641.00.

APPROVE BID AWARD BID FOR (1) OR MORE 2026 CHEVROLET POLICE PACKAGE TAHOE'S EQUIP WITH EMERGENCY EQUIPMENT PACKAGE.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve the bid award for Bid Number 28-25 for (1) or more 2026 Chevrolet Police Package Tahoe's to Donahoo Chevrolet for \$49,991.50 each and award the Bid Number 28-25 for Emergency Equipment Packages to Dana Safety for \$17,797 and Donahoo Chevrolet for \$19,705.92.

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APPROVE TO PURCHASE (10) 2026 CHEVROLET POLICE PACKAGE TAHOES EQUIP WITH EMERGENCY EQUIPMENT PACKAGE IN THE AMOUNT OF \$677,885 TO BE PAID BY GENERAL FUND FUND BALANCE.

A motion was made by Commissioner Sims, duly seconded by Commissioner Watson, and all members voted affirmatively to approve the purchase of (10) 2026 Chevrolet Police Package Tahoe's from Donahoo Chevrolet, Bid Number 28-25 for \$499,915, and the Emergency Equipment Package from Dana Safety, Bid Number 28-25 for \$177,970, totaling \$677,885 to be paid by General Fund fund Balance.

APPROVE TO PAY DEPUTY CORONER ADMINISTRATIVE HOURS WORKED IN SEPTEMBER THAT EXCEEDED 24 TOTAL HOURS MAX APPROVED BY THE COMMISSION.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, to approve paying Deputy Coroner Administrative hours worked in September that exceeded 24 total hours max approved by the Commission. A roll call was performed with District 2 Commissioner Rick Watson voting No, District 3 Commissioner Lee Sims voting Yes, and District 4 Commissioner Joey Baker voting Yes. The motion was passed 2-1.

EMA – APPROVE TO PURCHASE APX900 RADIOS AT \$1200 EACH FROM GENERAL FUND FUND BALANCE.

A motion was made by Commissioner Watson, duly seconded by Commissioner Baker, and all members voted affirmatively to approve to purchase (10) ten APX900 radios at \$1200 each from the General Fund fund Balance.

RREAPPRAISAL – APPROVE TO INCREASE REAPPRAISAL BUDGET BY \$764,787 TO BE FUNDED BY UNSPENT REVENUES FROM FY 2025.

A motion was made by Commissioner Watson, duly seconded by Commissioner Baker, and all members voted affirmatively to approve increasing the Reappraisal Budget by \$764,787 to be funded by unspent revenues from FY2025. Pending final approval by the Department of Revenue.

REVENUE COMMISSION – APPROVE TO INCREASE REVENUE COMMISSIONER'S OPERATING BUDGET BY \$105,000 TO BE FUNDED BY UNSPENT REVENUES FROM FY2025.

A motion was made by Commissioner Watson, duly seconded by Commissioner Baker, and all members voted affirmatively to approve increasing the Revenue Commissioner's operating budget by \$105,000 to be funded by unspent revenues from FY2025.

REVENUE COMMISSION – APPROVE OF SERVICE AGREEMENT WITH NITORCO.

A motion was made by Commissioner Watson, duly seconded by Commissioner Sims, and all members voted affirmatively to approve the service agreement with Nitorco for Software Maintenance.

REVENUE COMMISSION – APPROVE RENEWAL OF CONTRACT WITH KEET CONSULTING SERVICES.

A motion was made by Commissioner Watson, duly seconded by Commissioner Baker, and all members voted affirmatively to approve renewing the contract with Keet Consulting Services for the repair and maintenance of the GIS software.

APPROVE TO AMEND NOVEMBER 12, 2025, APPROVAL TO PLACE ANIMAL CONTROL ENFORCEMENT OFFICER UNDER THE SHERIFF'S OFFICE, TO SPECIFICALLY APPROVE REQUESTING THAT THE MARSHALL COUNTY PERSONNEL BOARD CREATE THE POSITION OF ANIMAL CONTROL INVESTIGATOR (GRADE 110), TO APPROVE JOB DESCRIPTION FOR THE NEWLY CREATED POSITION.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, to approve amending the November 12, 2025, approval to place Animal Control Enforcement Officer under the Sheriff's Office, to specifically approve requesting that the Marshall County Personnel Board create the position of Animal Control Investigator (Grade 110), and to approve the job description for the newly created position. A roll call was performed with District 2 Commissioner Rick Watson voting No, District 3 Commissioner Lee Sims voting Yes, and District 4 Commissioner Joey Baker voting Yes. The motion was passed 2-1.

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APPROVE REQUESTING THAT THE MARSHALL COUNTY PERSONNEL BOARD CREATE THE POSITION OF ANIMAL CONTROL ENFORCEMENT OFFICER ASSISTANT (GRADE 105) AND TO APPROVE JOB DESCRIPTION FOR THE NEWLY CREATED POSITION.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve requesting the Marshall County Personnel Board create the position of Animal Control Enforcement Officer Assistant (Grade 105) and to approve the job description for the newly created position.

APPROVE TO AMEND NOVEMBER 12, 2025, APPROVAL TO CREATE AN ANIMAL SHELTER MANAGER POSITION, TO SPECIFICALLY APPROVE REQUESTING THAT THE MARSHALL COUNTY PERSONNEL BOARD AMEND THE JOB DESCRIPTION FOR ANIMAL CONTROL SUPERVISOR (JOB CODE 176) TO THAT OF ANIMAL SHELTER MANAGER (GRADE 108).

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve amending the November 12, 20205, approval to create an Animal Shelter Manager Position, to specifically approve requesting that the Marshall County Personnel Board amend the Job Description for Animal Control Supervisor (Job Code 176) to that of Animal Shelter Manager (Grade 108).

APPROVE REQUESTING THAT THE MARSHALL COUNTY PERSONNEL BOARD CREATE THE POSITION OF A PART-TIME ANIMAL SHELTER TECHNICIAN (JOB CODE 178) (GRADE 105), IN ADDITION TO THE FULL-TIME POSITION WHICH IS CURRENTLY IN EXISTENCE.

A motion was made by Commissioner Sims, duly seconded by Commissioner Baker, and all members voted affirmatively to approve requesting the Marshall County Personnel Board create the position of a Part-Time Animal Shelter Technician (Job Code 178) (Grade 105), in addition to the Full-Time position which is currently in existence.

There being no further business, a motion was made by Commissioner Baker, duly seconded by Commissioner Sims, and so carried to adjourn.

MEETING ADJOURNED

John Young, Chairman

Ronny Shumate, District 1 Commissioner

James R. Watson, District 2 Commissioner

Lee Sims, District 3 Commissioner

Joey Baker, District 4 Commissioner