

Cleburne County Commission Meeting  
Cleburne County, Alabama  
November 10, 2010

**MINUTES**

Regular Commission Meeting      The Cleburne County Commission met in regular session on Wednesday, November 10, 2010, at 4:00 p.m. in the Commission Meeting Room, Room 207 of the County Courthouse, Heflin, Alabama.

Chairman Ryan Robertson called the meeting to order and open for business.

Roll Call      There were present:  
                 Chairman Ryan Robertson  
                 Commissioner Joel Robinson  
                 Commissioner Emmett Owen  
                 Commissioner Rex Nolen  
                 Commissioner Benji Langley

There were absent:  
                 None

Public Comment from Citizens      Ms. Debbie Mathews with the Alabama Cooperative Extension Systems was present to update the Commission. Mr. Mark Laminack with the Chamber of Commerce also gave the Commission an update.

Public Comment from Other Elected Officials      Sheriff Joe Jacks reported to the Commission that he is grateful for being re-elected and looks forward to serving four more years.

Commission Discussion      The Commission addressed items from the consent agenda from the agenda of today's meeting: a) Approve the Commission meeting minutes of October 2010 as presented, b) Authorize the County Engineer to remove various items from inventory and dispose of them properly, c) Approve revision to the county travel policy, d) Approve request for a transfer of a lounge retail liquor license, ABC confirmation number: 20100920093050188 to Andrew Kelley for the establishment known as "The Junction".

**Resolution # 4326      On a motion by Commissioner Joel Robinson and seconded by Commissioner Rex Nolen, the Commission passed the following resolution:**

**Be it resolved by the Cleburne County Commission to approve the following resolutions from the items of the consent agenda:**

**4326-1      The Commission resolves to approve the October 2010 minutes as presented,**

**4326-2      Whereas, the Cleburne County Highway Department must maintain current inventory records to effectively and efficiently utilize the resources of the county.**

**Therefore, the County Commission authorizes the County Engineer to remove the following items from inventory and dispose of them properly:**

- 2572      Ortek Keyboard 7051907
- 2573      HP Deskjet 820 US63N14094
- 2578      Canon P23-DH111 Calculator
- 2582      APC Battery Backup
- Distance Wheel Meter
- 2692      Digital Wheel
- 2920      Southern Linc I850 Phone N2377ASOL
- 2922      Southern Linc I355 Phone N2355ASOL
- 2931      Nextel 1730 Cell Phone NTN2053ANEX
- 3296      I570 Cell Phone 364VAU#YBZ

301 Sharp Copier Serial #53657  
 2233 HP Design Jet Map Printer 750c Serial # ESA8426877  
 2933 Tower Quartz Space Heater  
 246 Black & Decker Bench Grinder  
 3173 I580 Phone Serial # 364VHUMR58  
 3295 I580 Phone Serial # 364UHY320H  
 2592 Gateway Computer  
 2607 Gateway Keyboard D425284  
 2571 Creative CPU  
 2573 HP Deskjet 820 US63N14094  
 2578 Canon P23-DH111 Calculator  
 2566 HP Deskjet 1220C Printer SG04V130DP  
 2656 Honda Wacker Packer  
 2703 G22L Redmax Weed eater 70212017  
 2712 Redmax Weed eater  
 2000 Abscold Refrigerator – Brown  
 2658 Solar Battery Charger  
 2701 Husqvarna 136 Power Saw 02063D300602  
 Radio Shack – White Thermometer  
 Distance Wheel Meter  
 2534 Fax Machine C464713  
 2818 Motorola Radius 2 way Radio 869FAG2152  
 2717 Nextel I703 2 way Radio/cell phone 3644EG21MM  
 2717 Netlink Wireless I550 2 way Radio/Cell Phone 831NCEOF20  
 2554 25’ Tape Measure  
 Ditch Blade with handle  
 3215 2 gal. Sure Sprayer  
 3216 2 gal. Sure Sprayer  
 3217 2 gal. Sure Sprayer  
 3218 2 gal. Sure Sprayer  
 Hydro 15 - 10’ Bush hog 1998 D2098 – Auctioned  
 Hydro 15 - 10’ Bush hog 1998 – Auctioned  
 2233 HP Designjet Map Printer 750c ESA8426877  
 302 1992 Ford F350 2FTJW3SMSNCA84803 Auctioned 10/09  
 2 – Tool Boxes  
 7 Max Trac Motorola – 2 way radio 428TVG1827  
 67 Base Station Power Supply – Model TPN1136A  
 121 Wood chair with arms  
 615 Motorola Series 90 Radio  
 1035 Radio Motorola 2 way Radio 778FQN9049  
 1211 Brown Chair with arms  
 1212 Brown Chair with arms  
 1969 Motorola Radius 2 way Radio 778TTG9078  
 2552 Drawing Table Shelf  
 2626 10 Section Divided Gray Cabinet  
 2667 Southern Linc 2 way Radio Cell Phone 831ACGDYNC  
 2694 Southern Linc 2 way Radio Cell Phone 831ACGOYW5  
 2696 Southern Linc 2 way Radio H02UCH6RR8BN  
 2716 Southern Linc 2 way Radio Cell Phone 831ACQYXK  
 2684 Hitachi PCU 421052  
 2686 Hyundai Monitor  
 2685 CPU CICS-T770

**4326-3** Whereas, the Cleburne County Commission provides reimbursement for travel expenses incurred by all eligible employees and officials according to the approved Travel Policy V-2.0; and

Whereas, the County must periodically update these policies to reflect increasing cost of living and inflation rates; and

Therefore, the County Commission revises the aforementioned policy to address increased travel expenses and provide guidance for reimbursements that do not incur an overnight stay. The Travel Policy will be updated to V-3.0 and will be effective on all reimbursements made after November 15<sup>th</sup>, 2010. The new policy will affect the minimum County approved rate and the Food Cost Maximum policy.

Travel Policy V-2.0 reads:

**TRAVEL REQUEST:**

Per Diem Rate – Per Diem rates used will be based upon the most recent CONUS M&IE per diem rates from the Official Traveler Travel Guide, Government and Military Edition with the minimum county approved rate being thirty-six dollars (\$36). If the out of state travel destination is not listed, the per diem amount will be based upon the listed city of closest proximity. The travel destination rate will be in effect from the departure date until the date of return. Per diem covers food and beverages, waiter/waitress tips and gratuities and other non-transportation related incidentals such as bell service, concierge service, or luggage tips and gratuities.

**TRAINING/TRAVEL EXPENSE – REIMBURSABLE ITEMS:**

Food Cost Maximum – A cap on food cost per day is set at the per diem rate (minimum \$36).

Food associated costs that do not involve over-night travel will be reimbursed at the fixed per diem amounts of \$10 for lunch if travel extends over the lunch period of 11 a.m. until 1 p.m. and \$16 for dinner if travel extends past 6 p.m.

Travel Policy V-3.0 shall read:

**TRAVEL REQUEST:**

Per Diem Rate – Per diem rates used will be based upon the most recent CONSUS M&IE per diem rates from the Official Traveler Travel Guide, Government and Military Edition. If the out of state travel destination is not listed, the per diem amount will be based upon the listed city of closest proximity. The travel destination rate will be in effect from the departure date until the date of return. Per diem covers food and beverages, waiter / waitress tips and gratuities and other non-transportation related incidentals such as bell service, concierge service, or luggage tips and gratuities.

**TRAINING/TRAVEL EXPENSE – REIMBURSABLE ITEMS:**

Food Cost Maximum – A cap on food cost per day is set at the per diem rate.

Food associated costs that do not involve over-night travel will be reimbursed at the fixed per diem amounts of \$7 for breakfast when travel begins before or at 7 a.m., \$15 for lunch if travel extends over the lunch period of 11 a.m. until 1 p.m. and \$20 for dinner if travel extends past 6 p.m.

Resolution  
# 4326-4

Whereas, the Cleburne County Commission has received a request for transfer of a lounge retail liquor license, ABC confirmation number: 20100920093050188 to Mr. Andrew Kelley for the establishment known as “The Junction”, located at 18754 Highway 78, Muscadine, Alabama.

Therefore, finding no reason to deny said license, the Cleburne County Commission hereby approves said request.

All members present voted for the resolution and none against. The motion carried.

Commission  
Discussion

Reports from staff were as follows: A) County Administrator Steve Swafford gave the Commission an update report, B) County Engineer, Shannon Robbins updated the Commission on various current projects, C) County Attorney Doug Ghee briefed the Commission on the lawsuit pending for the declaratory judgment.

There was no further business to come today before the Commission for the meeting.

**Resolution**  
**# 4327**

**On a motion by Commissioner Joel Robinson and seconded by Commissioner Rex Nolen, the Commission passed the following resolution:**

**Be it resolved by the Cleburne County Commission to adjourn the meeting. All members present voted for the resolution and none against. The motion carried.**