

Cleburne County Commission Meeting Minutes
Regular Commission Meeting July 15, 2024
Cleburne County Mountain Center

Roll Call

Present:

Commissioner Laura Cobb
Commissioner Terry Hendrix
Commissioner Roger Hill
Commissioner Emmett Owen
Chairman Ryan Robertson

Absent: None

Chairman Ryan Robertson asks for a motion and a second to add the Resolution presented for Adoption #8 and Resolution presented for Adoption #9 from the Consent Agenda to be added to New Business Item A and Item B. Also, add the resolution from the ECD meeting to be added to New Business Item C.

Motion Made by Commissioner Terry Hendrix, Seconded by Commissioner Emmett Owen

All in Favor

Motion Carries

Chairman Ryan Robertson asks for a motion and a second to add using part of Commissioner Roger Hill's Discretionary funds to help with Pleasant Grove's playground be added to New Business Item D.

Motion Made by Commissioner Emmett Owen, Seconded by Commissioner Laura Cobb

All in Favor

Motion Carries

Comments from Citizens

John Kent – County Road 665 – Mr. Kent explains to the Commission that the sidearm, that the County used to cut right-of-ways, cut his fence and broke limbs causing him to have broken lawnmower blades. He states that he has left numerous voicemails for the County Engineer and has not received a call back. He feels that the County should fix what they caused to be broken. He asks if he can present the Commission with a receipt for fence repair and an estimate for lawnmower repair. The County Attorney and the County Chairman state that he can present the documentation.

Comments from Board Members or Officials

Consent Agenda

The Commission passes the July 2024 Consent Agenda Resolution #5460 1-7, 5460 10-12. Resolution #5460-8, Resolution #5460-9 have been moved to New Business Item A and Item B.

Action as related to **Resolution #5460 1-7, #5460 10-12** 2024 Consent Agenda:

Motion made by Commissioner Terry Hendrix, Seconded by Commissioner Laura Cobb

In Support: Commissioners Roger Hill, Laura Cobb, Emmett Owen and Terry Hendrix

In Opposition: None

Motion Passed

Resolution #5460-1

The Cleburne County Commission hereby resolves to approve the minutes of June 17, 2024 as presented.

Resolution #5460-2

July 15, 2024, Board Vacancies:

Hospital Board- District 4

Board Appointments: None

Resolution #5460-3

Whereas, the Cleburne County Commission has received notification that the State of Alabama has reached an ("opioid") settlement with defendant Kroger;

Whereas, the settlement will be allocated, to subdivisions, including Counties;

Therefore, the Cleburne County resolves to approve the settlement and authorizes its Chairman to sign on behalf of the County.

Resolution #5460-4

Whereas, the Cleburne County Commission currently has an agreement to allow for a portion of Sales Tax collected be transferred to its Reserve Account (a.k.a. "Rainy-Day Fund);

Whereas, due to the amount of the accumulated balance, the Commission feels comfortable using a portion of the fund for needs of their respective districts;

Therefore, the Cleburne County Commission agrees to allow each Commissioner an amount of \$150,000 for County needs, with each expenditure requiring prior Commission approval.

Resolution #5460-5

Whereas, the Cleburne County Commission would like a report on the amounts being charged for Business License fees for the County;

Therefore, the Cleburne County Commission hereby tasks its County Administrator with gathering the information for presentation to the Commission.

Resolution #5460-6

Whereas, the Cleburne County Commission currently performs certain payroll and/or benefit services for the Water Authority, Nursing Home, and EMS;

Whereas, the Commission is concerned with any liability related to the County performing these services and the necessity of charging a fee for doing so;

Therefore, the Cleburne County Commission tasks its Human Resource Officer with preparing a plan of action for the Commission.

Resolution #5460-7

Whereas, Commissioner Emmett Owen wishes to use \$2,745.00 of his discretionary funds;

Whereas, the fund will be used for fencing at the Cleburne County Extension Office;

Whereas, the Commission finds that this is an appropriate use of discretionary funds for a proper public purpose.

Therefore, the Cleburne County Commission agrees to allow the use of \$2,745.00 of Commissioner Owen's discretionary fund for this purpose.

Resolution #5460-8

Whereas, the Cleburne County Commission has been making an annual appropriation, in the form of an expense reimbursement, to the City of Heflin for Economic Development services;

Whereas, the Commission now wishes to employ an Economic Developer for the County;

Whereas, the employee will then work under the direction of a board representing the districts of the County;

Therefore, the Cleburne County Commission hereby establishes the Cleburne County Economic Development Board.

Resolution #5460-9

Whereas, the Cleburne County Commission has agreed to establish a County Economic Development Board;

Whereas, the Cleburne County Commission wishes to hire an employee as an Economic Developer;

Therefore, the Cleburne County Commission resolves to advertise for the position of Economic Developer.

Resolution #5460-10

Whereas, the Cleburne County Commission currently has an agreement with the City of Heflin for partial funding for expenses incurred for Industrial and Economic Development;

Whereas, the Commission has established a County Economic Development board;

Therefore, the Cleburne County Commission resolves to send a letter of intent to end its agreement with the City of Heflin.

Resolution #5460-11

Whereas, the ACCA Legislative Committee consists of 67 members, granting each county an equal voice on Association legislative efforts; and

Whereas, it is time for the county to select its representative for the 2024-2025 ACCA Legislative Committee; and

Whereas, the ACCA by-laws require a county to submit the name of its chosen representative only after approval by a majority vote of the Commission.

Now, therefore, be it resolved that the Cleburne County Commission appoints Commissioner Terry Hendrix to serve on the 2024-2025 ACCA Legislative Committee.

Resolution #5460-12

Whereas, the Cleburne County Commission has established hazard pay for specific employment positions;

Whereas, hazard pay begins after the employees' probationary period and relies on ongoing approval of the department head;

Whereas, this method of tracking and including hazard pay causes complications within the payroll process;

Therefore, the Cleburne County Commission resolves to include the approved hazard pay as a part of the regular rate of pay, from the hire date.

New Business:

A. Establish an Economic Development Board

Action as related to **Resolution #5461** Establish an Economic Development Board

Motion made by Commissioner Emmett Owen, Seconded by Commissioner Roger Hill

After much discussion the County Attorney recommends voting down the resolution as it reads due to needing to hire an Economic Developer then get more specific about how to establish the Board.

In Support: None

In Opposition: Commissioners Laura Cobb, Emmett Owen, Terry Hendrix, and Roger Hill

Motion Failed

Resolution #5461

Whereas, the Cleburne County Commission has been making an annual appropriation, in the form of an expense reimbursement, to the City of Heflin for Economic Development services;

Whereas, the Commission now wishes to employ an Economic Developer for the County;

Whereas, the employee will then work under the direction of a board representing the districts of the County;

Therefore, the Cleburne County Commission hereby establishes the Cleburne County Economic Development Board.

B. Advertise the position for Economic Developer

Action as related to **Resolution #5462** Establish an Economic Development Board

Motion made by Commissioner Emmett Owen, Seconded by Commissioner Roger Hill

County Attorney recommends amending the original resolution

In Support: Commissioners Laura Cobb, Emmett Owen, Terry Hendrix, and Roger Hill

In Opposition: None

Motion Carries

Resolution #5462

Whereas, the Cleburne County Commission wishes to hire an employee as an Economic Developer;

Whereas, the Cleburne County Commission tasks the Human Resource Officer and the County Attorney to finalize the job description and posting for the Economic Developer position;

Therefore, the Cleburne County Commission resolves to advertise for the position of Economic Developer.

C. Increase Budget – 911 Backup Center

Action as related to **Resolution #5463** Increase Budget – 911 Backup Center

Motion made by Commissioner Laura Cobb, Seconded by Commissioner Roger Hill

In Support: Commissioners Laura Cobb, Emmett Owen, Terry Hendrix, and Roger Hill

In Opposition: None

Motion Carries

Resolution #5463

Whereas the Cleburne County Emergency Communications District has resolved to allow an increase in the 911 budget in the amount of \$4,800.00 to allow for the upgraded plans for a 911 back-up center to be constructed at the Heflin Fire Station primarily utilizing grant funding secured by the Cleburne County Emergency Manager; and

Whereas the additional funding is appropriate and necessary for the construction of the 911 back-up center.

Now therefore the Cleburne County Commission resolves to approve the Cleburne County Communication District's request and directs the Administrator to adjust the line item accordingly.

D. Roger Hill Discretionary Funds – Pleasant Grove Playground

Action as related to **Resolution #5464** Roger Hill Discretionary Funds – Pleasant Grove Playground

Motion made by Commissioner Laura Cobb, Seconded by Commissioner Terry Hendrix

In Support: Commissioners Laura Cobb, Emmett Owen, Terry Hendrix, and Roger Hill

In Opposition: None

Motion Carries

Resolution #5464

Whereas, Commissioner Hill requests the use of \$3,500.00 of his discretionary funds to help with the Pleasant Grove playground;

Whereas, the playground will benefit the students at Pleasant Grove Elementary School;

Therefore, the Cleburne County Commission agrees to allow Commissioner Hill to use discretionary funds for this purpose.

Reports from staff:

- A. The County Administrator, Lisa Copeland gives the Commission a Tentative Schedule for the upcoming Budget schedule. She states within the next few days she will send a spreadsheet out to the Department Heads for them to fill out for requested budget items. She states the Salary and Insurance amounts will be provided to them. The deadline for the Department Heads to turn them in is July 29th. She states she will be out of the office Wednesday and Thursday to attend the ACCA Attorney/Administrator class in Prattville. She states the County Attorney is unable to attend due to scheduling conflict so she will gather all the information she receives and pass it on to him. She states the Commission will receive a draft of the Budget on August 16th for them to take to the Conference to look over before the first budget meeting.
 - B. The County Engineer, Lee Estes is not present
 - C. The County Attorney, Jason Odom has no updates
-

Discussion Items from the Chairman and Commission:

Commissioner Terry Hendrix states the Employee Handbook Changes were discussed, but never tasked. The Commission suggests the HRO and the Attorney look at it and see what they like and don't like. County Attorney, Jason Odom states to bring it up at the next work session.

Commissioner Terry Hendrix asks Lisa if she has the new Ranburne Housing Contract ready? Lisa states she does and has it for Chairman Ryan to sign after tonight's meeting.

Commissioner Laura Cobb asks Lisa if she plans to have the CFO attend administrator classes. Lisa states she plans for him to attend the basics, like Ethics class, however right now at the end of the year there are not many available to attend.

Commissioner Terry Hendrix states that during the work session it was discussed making the FY 22 and FY 23 audits a priority, asks Lisa about it. Lisa states she and the CFO, Tracy, have made a lot of headway and have a great system. She feels confident they are getting FY 22 corrected and getting down to the end to be ready for Melissa. She states FY 23 is a lot easier and they have been working on them both. Commissioner Owen asks Lisa and Tracy sit down together with Melissa to see what she does on her end so they will be able to do the financials in house next time. Commissioner Laura Cobb asks Lisa if the timeframe to be done would be in September or October? Lisa states she hopes so, as long as the budgets go smoothly she should have them done. Commissioner Owen states while doing all the work to check in with Melissa to make sure it is being done correctly before meeting with her at the end.

The Commission discuss moving the next meeting date to Aug 26th due to Conference scheduling conflict and also the following work session be moved to September 3rd due to County holiday on the 2nd.

The Commission discusses how much the Title III funds are and what can the money be used for. Commissioner Emmett Owen tells Lisa to get the Title III Bill to the Commission so they can see what the funds can be used for.

Action as related to **Resolution #5465**

Motion made by Commissioner Emmett Owen, Seconded by Commissioner Terry Hendrix

In Support: Commissioners Roger Hill, Emmett Owen and Terry Hendrix

In Opposition: None

Motion Passed

Resolution #5465

Meeting adjourned.

Certified by:

Ryan Robertson – Chairman

Laura Cobb – District 1

Emmett Owen – District 2

Terry Hendrix – District 3

Roger Hill – District 4

