

**Cleburne County Commission Meeting Minutes
Regular Commission Meeting March 17, 2025
Cleburne County Mountain Center**

Roll Call

Present:

Commissioner Emmett Owen
Commissioner Terry Hendrix
Commissioner Laura Cobb
Commissioner Mark Truett
Chairman Lane Kilgore

Absent: None

Comments from Citizens

Comments from Board Members or Officials

Revenue Commissioner Joyce Fuller lets the Commission know she that sent them a copy of the Homestead Act for Disabled citizens to look over. The Alabama House Senate has passed or will be passing this Act soon. Joyce Fuller also discusses with the Commission the hardship of the internet outage due to the storms and various options to ensure it doesn't happen again.

Sheriff Jon Daniel informs the Commission that the Sheriff Department received and opened bids for the commissary services at the County Jail. They have selected Kimbel's Commissary Services. He states that, in the past, there was an agreement that was set, but he would like to enter into a contract and have it approved by the Commission as advised by the Sheriff's Association.

Cleburne County Attorney Jason Odom states all contracts must go through him before being approved by the Commission. A resolution can be added stating approval pending County Attorney's approval and grants the Chairman to sign the contract.

Chairman Lane Kilgore asks for a motion and a second to add Jail Commissary Services to New Business Item A

Commissioner Laura Cobb makes a motion, seconded by Commissioner Emmett Owen

All in favor, motion carries

Economic Developer Tanya Maloney lets the Commission know when the Quarry will be open for business. She updates the Commission on various workforce projects that she has been working on and the partnerships that she has been involved with the Chamber of Commerce and Main Street Heflin in. She has been focused on getting the pictures set up for each Department and the new County website. She is also focused on her upcoming Vegas convention trip that she will be attending with Commissioner Owen and Mayor Brown to, potentially, bring in more new businesses to Cleburne County.

Consent Agenda

The Commission passes the March 2025 Consent Agenda Resolution# 5536 1-11

Action as related to **Resolution #5536 1-11** March 2025 Consent Agenda:

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

In Support: Commissioners Laura Cobb, Emmett Owen, Mark Truett and Terry Hendrix

In Opposition: None

Motion Passed

Resolution #5536-1

The Cleburne County Commission hereby resolves to approve the minutes of February 18, 2025, as presented.

Resolution #5536-2

The Cleburne County Commission recognizes the following board appointment statuses as of this meeting:

Vacancies:

Water Authority Larry Brown

Board Reappointments:

Water Authority Larry Brown

Board Resignation:

DHR Board Mildred Heard

Board Appointments:

DHR Board Brenda Cooley to replace Mildred Heard

Resolution #5536-3

Whereas, a form has been received from the Alabama Alcoholic Beverage Control Board, to report any changes in County alcohol license fees;

Whereas, the fees currently in place are set at the maximum amount that Counties are allowed to charge;

Therefore, the Cleburne County Commission resolves to continue to charge the same alcohol license fees.

Resolution #5536-4

Whereas, the Cleburne County Mental Health Board has informed the Commission that Board members Jennifer Green and Willie Young have not attended meetings for several years;

Whereas, the Commission wishes to terminate the Board members, Jennifer Green and Willie Young;

Whereas, the Commission wishes to appoint Sheriff Jon Daniel and Probate Judge Lane Kilgore to the Cleburne County Mental Health Board;

Therefore, the Cleburne County Commission terminates Board members, Jennifer Green and Willie Young and appoints Sheriff Jon Daniel and Probate Judge Lane Kilgore to the Cleburne County Mental Health Board.

Resolution #5536-5

Whereas, the Cleburne County Mental Health Board has informed the Commission that Board members Jennifer Green and Willie Young have not attended meetings for several years;

Whereas, the Commission wishes to terminate the Board members Jennifer Green and Willie Young;

Whereas, the Commission wishes to appoint Sheriff Jon Daniel and Probate Judge Lane Kilgore to the Cleburne County Mental Health Board;

Therefore, the Cleburne County Commission terminates Board members Jennifer Green and Willie Young and appoints Sheriff Jon Daniel and Probate Judge Lane Kilgore to the Cleburne County Mental Health Board.

Resolution #5536-6

Whereas, the Cleburne County Administrator has agreed to hire Melissia Wood to assist with the preparation of FY23 financials;

Whereas, Melissa Wood is charging \$15,000.00 to assist with the financial preparation;

Whereas, The County Administrator has a FY25 budget of \$6,000.00;

Therefore, the Cleburne County Commission approves of an increase of \$9,000.00 to the Administrator's budget, for this purpose.

Resolution #5536-7

Whereas, the Cleburne County Commission has requested that Administration employee training be performed by Melissia Wood;

Whereas, before she can begin the training a Letter of Engagement will need to be signed by the Commissioners agreeing to pay \$100 per hour;

Therefore, the Cleburne County Commission resolves to allow the County Chairman to sign a Letter of Engagement for training.

Resolution #5536-8

Whereas, the Cleburne County Commission has requested the service of Melissa Wood for employee training;

Whereas, Melissa Wood is charging \$100.00 per hour for training;

Whereas, the County Administrator needs to increase her FY25 budget;

Therefore, the Cleburne County Commission approves the increase of up to \$5,000.00 to the Administrator's budget to cover the cost of hiring Melissa Wood to train employees.

Resolution #5536-9

Whereas, Ms. Mildred Heard served as Vice Chairman on the Cleburne County Department of Human Resources Board for many years;

Whereas, Ms. Heard's commitment to public service has been an asset to Cleburne County;

Therefore, be it resolved that the Cleburne County Commission expresses its deepest appreciation for its outstanding contribution made by Ms. Heard during her years on the Cleburne County Department of Human Resources Board.

Resolution #5536-10

Whereas, the Cleburne County Economic Developer feels it would be beneficial for the county to create a video to be used on our new County website;

Whereas, the video will capture the essence of Cleburne County and serve as a useful tool for marketing existing businesses and attracting new business growth;

Whereas, the Economic Developer will obtain quotes for creation of the video and use her existing budget to hire a company to create the video;

Therefore, the Cleburne County Commission hereby resolves to allow the Economic Developer to go through the process of hiring the company to create the video.

Resolution #5536-11

Whereas, Commissioner Emmett Owen wishes to use \$3,500.00 of his discretionary funds to be given to the Soil Conservation for canoe landings to be constructed;

Whereas, Commissioner Laura Cobb wishes to use \$1,700.00 of her discretionary funds to be given to the Soil Conservation for canoe landings to be constructed;

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 \$3,500.00 of Commissioner Owen's discretionary fund and \$1,700.00 of Commissioner Cobb's discretionary fund for this purpose.

Chairman Lane Kilgore asks for a motion and a second to add Emergency Feeding Fund to New Business Item B

Commissioner Laura Cobb makes a motion, seconded by Commissioner Emmett Owen

All in favor, motion carries

Chairman Lane Kilgore asks for a motion and a second to add Purchase Order Request – Engineer to New Business Item C

Commissioner Emmett Owen makes a motion, seconded by Commissioner Terry Hendrix

All in favor, motion carries

Commissioner Emmett Owen informs the Commission the Boy Scouts have been working on projects to improve the Chamber of Commerce. He asks to add to New Business the use \$2,500 of his discretionary money to be given to the Chamber of Commerce for the cost of the work being done. Commissioner Laura Cobb states she would like to match his amount from her discretionary funds. Commissioner Mark Truett states he would like to use \$1,000 of his discretionary funds for this as well.

Chairman Lane Kilgore asks for a motion and a second to add the use of Commissioners Emmett Owen, Laura Cobb, and Mark Truett discretionary funds for the Chamber of Commerce to New Business Item D

Commissioner Emmett Owen makes a motion, Seconded by Commissioner Laura Cobb

All in favor, motion carries

New Business:

A. Jail Commissary Services

Action as related to **Resolution #5537** Jail Commissary Services

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

In Support: Commissioners Emmett Owen, Laura Cobb, Terry Hendrix, and Mark Truett

In Opposition: None

Motion Carries

Resolution #5537

Whereas, the Sheriff has received and opened bids for the commissary services at the County jail, and

Whereas, the Sherif recommends approval of the bid submitted by Kimble's Commissary Services, and

Whereas, the County Attorney will have to review and approve the contract;

Now therefore be it resolved by the Cleburne County Commission that the bid submitted by Kimble's Commissary Services is approved and the Chairman is authorized to sign the contract, once the contract has been reviewed and approved by the County Attorney.

B. Emergency Feeding Fund

Action as related to **Resolution #5538** Emergency Feeding Fund

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

In Support: Commissioners Emmett Owen, Laura Cobb, Terry Hendrix, and Mark Truett

In Opposition: None

Motion Carries

Resolution #5538

Whereas, Section 14-6-1 of the Code of Alabama (1975) vests the Sheriff with the legal charge and custody of the jail in his county;

Whereas, Section 14-6-40 of the Code of Alabama (1975) provides that the Sheriff shall be responsible for the feeding of prisoners in the county jail under his jurisdiction;

Whereas, Section 14-6-42 of the Code of Alabama (1975) states that the feeding of prisoners shall be from funds paid for by the state in the amount of two dollars and fifty cents (\$2.50) per day for each prisoner and from an account designated the Prisoner Feeding Fund pursuant to section 14-6-47 of the Code of Alabama (1975);

Whereas, the Prisoner Feeding Fund pursuant to section 14-6-47 of the Code of Alabama (1975), has an emergency cost overrun and, pursuant to section 14-6-51 of the Code of Alabama (1975), the County Commission in conjunction with the Sheriff seeks to apply for funding from the state from the Emergency Prisoner Feeding Fund; and

Now be it resolved, that the Cleburne County Commission hereby authorizes the Chairman to jointly apply with the Sheriff to the state Comptroller for funding under the Emergency Prisoner Feeding Fund.

C. Purchase Order Request - Engineer

Action as related to **Resolution #5539** Purchase Order Request - Engineer

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

In Support: Commissioners Emmett Owen, Laura Cobb, Terry Hendrix, and Mark Truett

In Opposition: None

Motion Carries

Resolution #5539

Whereas, the Cleburne County Commission has asked to approve all purchase orders over \$15,000.00

Therefore, the Cleburne County Commission hereby approves the following requests:

Cleburne County Engineer

Bucket Truck

up to \$25,000.00

D. Commissioners Emmett Owen, Laura Cobb, and Mark Truett Discretionary Funds

Action as related to **Resolution #5540** Commissioners Emmett Owen, Laura Cobb, and Mark Truett Discretionary Funds

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

In Support: Commissioners Emmett Owen, Laura Cobb, Terry Hendrix, and Mark Truett

In Opposition: None

Motion Carries

Resolution #5540

Whereas, Commissioner Emmett Owen wishes to use \$2,500.00, Commissioner Laura Cobb wishes to use \$2,500.00 and Commissioner Mark Truett wishes to use \$1,000.00 from their discretionary funds for the Cleburne County Chamber of Commerce to fund the Boy Scouts for their improvement work;

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 \$2,500.00 of Commissioner Owen, \$2,500.00 of Commissioner Cobb, and \$1,000.00 of Commissioner Truett's discretionary fund for this purpose.

Reports from staff:

- A. The County Administrator, Lisa Copeland informs the Commission that the Audit is going well so far. She states that she is still working on finding a lower insurance

rate. She states that Parnell found 2 new underwriters, one being Auto Owner's which will cover property and all vehicles aside from Sheriff Department vehicles. She states the other underwriter will cover the Sheriff vehicles. She discusses discounts going with the option of Auto Owners being paid in full and the other underwriter being paid every 3mos for the time being. It will save us \$23,000 and will go into effect April 1st. She states she will still be looking into other insurance companies in the meantime. She also states the ACCA will do all their inspections at one time before giving a quote which will be done in the fall.

County Attorney, Jason Odom would like to state for the record he was not aware of the search for new insurance or the selection of Auto Owners. He states he is the area Attorney for Auto Owners Insurance and that he did not, in any way, shape or form encourage this decision.

- B. The County Engineer, Lee Estes discusses the extensive damage to 14 different sites, from the recent storm. They expect to have the major affected County roads repaired and opened within the next couple of days.
- C. The County Attorney, Jason Odom does not have any updates.

Discussion Items from the Chairman and Commission:

Action as related to **Resolution #5541**

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

In Support: Commissioners Laura Cobb, Emmett Owen, Mark Truett, and Terry Hendrix

In Opposition: None

Motion Passed

Meeting Adjourned.

Certified by:

Lane Kilgore – Chairman

Laura Cobb – District 1

Emmett Owen – District 2

Terry Hendrix – District 3

Mark Truett – District 4