

**Cleburne County Commission Meeting Minutes  
Regular Commission Meeting January 14, 2019  
Cleburne County Mountain Center**

**Roll Call**

Present:

Chairman Ryan Robertson  
Commissioner Laura Cobb  
Commissioner Emmett Owen  
Commissioner Terry Hendrix  
Commissioner Jake Durham

Absent:

None

**Comment from Citizens**

Mr. Brian Butler and Mr. Nelson Bean with Cobbs-Allen a Public Administration Practice Group was present to give the Commission an over-view of their services for specializing in employee benefits and group health plans for the public sector.

**Comment from Officials or Board Members**

Coroner Adam Downs discussed modifications to the FY19 budget for his office.

**Consent Agenda**

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The Commission passed the January 2019 Consent Agenda including:

Action as related to **Resolutions #4946 – 1 - 5** January 2019 Consent Agenda:

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

In Support: Commissioners Laura Cobb, Emmett Owen, Terry Hendrix and Jake Durham

In Opposition: None

Motion Passed

**Resolution #4946-1**

The Cleburne County Commission hereby resolves to approve the minutes of: December 10, 2018 and December 17, 2018 as presented.

**Resolution #4946-2**

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

Resignations: None

Vacancies: None

Board Appointments: None

**Resolution #4946-3**

Whereas, the AVENU Insights & Analytics, LLC has presented the Lodging Tax Revenue Enhancement Agreement for renewal and for successive three (3) years term.

Therefore, the Cleburne County Commission hereby resolves to approve the contract and authorize the Chief Finance Administrator to sign.

**Resolution #4946-4**

Whereas, the Code of Alabama, Section 11-5-34, allows each County Coroner to appoint Deputy Coroners with the approval of the County Commission; and

Whereas, Coroner Adam Downs has asked the Commission to approve the following Deputy Coroners: Clint Cochran, Ryan Mitchell, and Paul Padgett.

Therefore, the Cleburne County Commission approves said request and instructs the Coroner to file the appointments in writing in the office of the Coroner and the office of the Probate Judge.

Furthermore, the Cleburne County Commission instructs the Deputy Coroners to file with the Judge of Probate the bond and oath of office required by law.

**Resolution #4946-5**

Whereas, the County Commission has been approached by Hancock Timber to request various road closures;

Whereas, County Roads 59, 439, 263, and the portion within the boundaries of Hancock Timber Land of County Road 450 have been included in the request; and

Whereas, a Public Hearing is necessary before considering the request.

Therefore, the Cleburne County Commission agrees to schedule a Public Hearing to take place at the February Commission meeting, and authorizes the County Engineer to post notifications as required.

**New Business:**

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**Item A.** Discretionary Funds

Action as related to **Resolution #4947**

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

In Support: Commissioners Laura Cobb, Emmet Owen, Terry Hendrix and Jake Durham

In Opposition: None

Motion Passed

**Resolution #4947**

Whereas, the FY19 Tobacco Tax beginning fund balance is approximately \$20,000 more than previously anticipated; and

Whereas, the Commission desires to allocate discretionary funds for the use of funding projects outside the normal scope and responsibility of County Government; and

Whereas, a Discretionary Fund Policy has been adopted to ensure funds are used wisely and in accordance with local, state, and federal laws and regulations.

Therefore, the Cleburne County Commission authorizes the Chief Finance Administrator to reserve \$20,000 of the Tobacco Tax fund for discretionary use and divide it equally among the four Commissioners.

**Reports from staff:**

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- A. Chief Finance Administrator Kim Brown is not present for the meeting.
- B. County Engineer Lee Estes gives the Commission an update on routine general maintenance items. He mentions that recent rain is causing some issues with dirt roads.
- C. County Human Resource Officer Lisa Milinkovich informs the Commission that she has met with Mr. Culberson Director at the Cleburne County Nursing Home concerning insurance issues.
- D. County Attorney Jason Odom gives the Commission a brief concerning the repairs at the Cleburne Health Department building and has forwarded documents to the Cleburne Nursing Home attorney for review.

**Old Business:**

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- A. Convenience Center

Action as related to **Resolution #4948**

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

In Support: Commissioners Laura Cobb, Emmet Owen, Terry Hendrix and Jake Durham

In Opposition: None

Motion Passed

**Resolution #4948**

Whereas, the Cleburne County Commission established the county solid waste collection fee by Resolution #4839-7, and

Whereas, said resolution reserves the expenditure authority for such funds to the commission, and

Whereas, some appropriate expenditures include the establishment of a Solid Waste Convenience Center, and

Whereas, the county engineer desires to establish a convenience center on property owned by the county, and

Whereas, such construction shall require a budget amendment to authorize the transfer of \$50,000. from the Solid Waste Collection Fund to the County Engineer's Environmental line item,

Therefore, Be it Resolved that the county engineer is authorized to begin establishment of said facility and to expend no more than \$50,000 from the Solid Waste Collection fees once said funds are transferred to the Environmental line item.

**Discussion Items by Chairman and Commissioners**

Commissioner Terry Hendrix has suggested to the Commission that Crystal Cavender, Cleburne County Emergency Manager be commended for her recognition by the Alabama Association of Emergency Managers for completing the rigorous educational and training requirements leading to her designation as an Advanced Level Emergency Manager. She has completed 700 hours of core emergency management curriculum coursework and 300 hours of management-related training. The Chairman has read aloud the letter that has been received from the Alabama Association of Emergency Managers announcing the completion of this academic endeavor. The Commission endorses this accomplishment of Mrs. Cavender.

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

Adjourn the meeting

Action as related to Resolution #**4949**

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

In Support: Commissioners Laura Cobb, Emmett Owen, Terry Hendrix and Jake Durham

In Opposition: None

Motion Passed

**Resolution #4949**

The meeting is adjourned.

Certified by: