

**Cleburne County Commission Meeting Minutes  
Regular Commission Meeting October 21, 2024  
Cleburne County Mountain Center**

**Roll Call**

Present:

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

Absent: Commissioner Roger Hill

**Comments from Citizens**

- A. Mickey Turner – Highland Health:** Mr. Turner spoke to the Commission about 2 programs he wants to set up in Cleburne County for people who suffer with mental illness. One of the programs is called The Stepping Up Initiative, it will help reduce the jail population and improve access to mental health services. There will be a case manager in the jail who will work with unlimited help to inmates who have a mental illness, once released they will continue to work with the person for a year to get them help with housing, medicines, and keep them on track with getting help they need. If a crisis happens after release, they will get them help with emergency services. The other program is called Highlands Direct Connect. An iPad will be given to deputies that will only have 1 icon on it, when you click it, you are connected to someone who can help calm a person down if the officer is unable to do so. Most of the time the person will be in their database and for example can let the person know to come in for an appt the following day for medicine. The benefit for this program is to reduce missed appointments, real time response, alternative to jail or the ER, etc. Both programs are paid for fully by Highland Health Systems. Right now, they are looking to hire employees who have a bachelor's degree in social work. Mr. Turner is working with the Sheriff's Department to get these programs in place.
- B. Tommy Mix – Road Department Issue:** Mr. Mix states he has called the Engineer department numerous times about missing CR 49 signs and other signs that are faded, you can't read them to know where you are going.

He worries if there is an emergency, first responders will not know where to go. He also states part of CR 49 has several bad potholes, it isn't paved and does not have lines or reflectors making the road dangerous. He does thank the road department for their work on CR 320.

### **Comments from Board Members or Officials**

Economic Developer, Tanya Maloney, reminds the Commission and Department Heads of the website meeting being held tomorrow at 9:00AM.

### **Consent Agenda**

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The Commission passes the October 2024 Consent Agenda Resolution #5492 1-5

Action as related to **Resolution #5492 1-5** 2024 Consent Agenda:

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

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

In Opposition: None

Motion Passed

### **Resolution #5492-1**

The Cleburne County Commission hereby resolves to approve the minutes of September 3, 2024, September 10, 2024, and September 16, 2024, as presented.

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### **Resolution #5492-2**

October 21, 2024, Board Vacancies: None

### **Resolution #5492-3**

Whereas, Lisa Copeland has served as the Cleburne County Administrator since September 29, 2021, and is currently employed in that position; and

Whereas, in addition to her duties as County Administrator, she has worked to improve her knowledge of county government and the duties of the county administrator by participating in the educational programs offered through the County Government Education Institute Program as administered by the Association of County Commissions of Alabama; and

Whereas, she has received the Certificate in County Administration by successfully completing the required coursework for that certification; and

Whereas, she has also completed the requirements for the designation of Certified County Administrator by successfully completing the additional coursework for such designation and by serving as county administrator for at least three years; and

Whereas, in recognition of her diligent efforts in successfully completing these requirements, the Cleburne County Commission does hereby recommend Lisa Copeland for the designation of Certified County Administrator, and requests that her application for such designation, which is submitted with this Resolution, be approved.

Now therefore, be it resolved by the Cleburne County Commission that it does hereby recommend County Administrator Lisa Copeland for the designation of Certified County Administrator and requests that her application for such designation be approved.

Be it further resolved that a copy of this resolution be spread upon the minutes of the October 21, 2024, meeting of the Cleburne County Commission, and that a copy be delivered to the Association of County Commissions of Alabama as administrator of the County Government Education Institute.

#### **Resolution #5492-4**

Whereas, the Cleburne County Commission acknowledges that there is a requirement that either the County Chairman or assigned employee complete a weekly report on the condition of the jail;

Whereas, maintenance at the jail is performed by Fred Cain, based on lists given by the jail administrator;

Therefore, the Cleburne County Commission hereby tasks Fred Cain with the completion of the necessary weekly report.

**Resolution #5492-5**

Whereas, on August 26, 1899, a group of twenty-two Baptist Churches located in Cleburne County assembled to consider organizing a new association.

Whereas, on October 27, 1899, twenty of those church, with their delegates, assembled at Edwardsville Baptist Church for the purpose of organizing a new association of the Baptist churches in Cleburne County. Those twenty churches assembled are as follows: Ai, Bethany, Bethlehem, Bethsaida, Beulah, Camp Creek, Cherry Grove, Concord, Edwardsville, Fruithurst, Harmony Grove, Heflin, Hopewell, Howle's Grove, Liberty, Liberty Hill, Pilgrim's Rest, Pine Grove, Shoal Creek, and Union Grove.

Whereas, the association organized was named the Cleburne Baptist Association.

Whereas, the Cleburne Baptist Association has been instrumental in serving the County, State and the world beyond with spreading the Good News of Jesus through mission work.

Whereas, the Cleburne Baptist Association has provided leadership, training and Biblical, educational resources and opportunities to Pastors, Deacons, Sunday School teachers, and Church members alike.

Whereas, the Cleburne Baptist Association has committed themselves to many ministry opportunities ranging from housing missionaries passing through to evangelizing to members of the jail population.

Whereas, the Cleburne Baptist Association has served Cleburne County and surrounding areas for the past 125 years.

Whereas, the Cleburne County Commission is grateful for the abundant fruits and labors in which the Cleburne Baptist Association has generously provided.

Thereby, the Cleburne County Commission recognizes the Cleburne Baptist association as a beneficial partner in serving the citizens of Cleburne County and celebrates their successful 125 years of service.

## **New Business:**

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### **A. Letter to Waste Management**

A. Action as related to **Resolution #5493** Letter to Waste Management

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

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

In Opposition: None

Motion Carries

### **Resolution #5493**

Whereas, the Commission has a contract with Waste Management in order to provide garbage service to County residents;

Whereas, the Commission has had complaints about the quality and reliability of this service;

Therefore, the Cleburne County Commission hereby tasks the County Attorney with writing a letter to Waste Management, reminding the company of its contractual obligations.

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### **B. Amend Resolutions #5486 & #5487**

Action as related to **Resolution #5494** Amend Resolutions #5486 & #5487

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

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

In Opposition: None

Motion Carries

#### **Resolution #5494**

Whereas, Resolutions#5486 and #5487 were passed for work to be performed on CR 41;

Whereas, both resolutions state that the work is "JG Surface Treatment";

Whereas, the Engineer states that the description of the work to be done needs to be amended to say "Micro surface, Traffic Stripe, Raised Pavement Markers, and a section of guardrail;

Therefore, the Cleburne County Commission agrees the amendment of the two resolutions.

Chairman Ryan Robertson states the next 2 resolutions are pertaining to the same thing. Commissioner Terry Hendrix moves to remove Item D. Attorney Jason Odom states it can die for lack of motion.

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### **C. Option 1 for Elected Official Pay**

Action as related to **Resolution #5495** Option 1 for Elected Official Pay

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

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

In Opposition: None

Motion Carries

### **Resolution #5495**

Whereas, the Cleburne County Commission is in support of legislation concerning the increase in Elected Officials Salary Amounts:

Whereas, the Commission agree that they wish to change the base pay of the Revenue Commissioner and Sheriff to \$70,000 annually;

Whereas, this would go into effect the next elected term;

Therefore, the Cleburne County Commission resolves to ask the legislators to create a local act to this effect.

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### **D. Option 2 for Elected Official Pay**

Action as related to **Resolution #5496** Option 2 for Elected Official Pay

Dies for Lack of Motion

### **Resolution #5496**

Whereas, the Cleburne County Commission is in support of legislation concerning the increase in Elected Officials Salary Amounts:

Whereas, the Commission agree that they wish to increase the base pay of all elected officials and employees by 5%;

Whereas, the Commission also agrees that the base pay of all elected officials will thereafter increase by 2.5% annually;

Whereas, this would go into effect the next elected term;

Therefore, the Cleburne County Commission resolves to ask the legislators to create a local act to this effect.

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### **Reports from staff:**

- A. The County Administrator, Lisa Copeland states after the discussion at the work session about Avenu stating we have lost sales tax revenue since switching to AL Department of Revenue, she invited Cameron Clark with the AL Department of Revenue to speak to the Commission. Mr. Clark states that Avenu charges per account whether the person filed a \$0 return or not. The AL Department of Revenue only charges for accounts that money was collected, they do not charge for the ones



with \$0 returns. Therefore, the data comparison provided by Avenue was incorrect, we are not losing Revenue.

Lisa Copeland states the reason we are allowing Avenue to now collect Tobacco and Fireworks tax was because AL Department of Revenue does not collect those taxes. She did not know until Mr. Clark spoke with her today, they do collect Tobacco Tax, but not Fireworks Tax. We only have a few fireworks accounts so those can be collected in house. Lisa Copeland will work on ending the new Avenue contract and set up a new contract with AL Department of Revenue to collect our Tobacco Tax.

*Commissioner Terry Hendrix asks about the FY22 Financials.*

Lisa Copeland states it is going well, she has been back and forth with Melissa and will be meeting with her in person in the next couple of weeks. She states all looks well to be finished by the end of the calendar year as previously predicted.

*Commissioner Laura Cobb states the agreement was to have them done by the end of November.*

Lisa Copeland states she didn't make any promises to have it done by the end of November, she has been working hard to try to get them done by the end of the calendar year as the Auditors suggested.

*Commissioner Laura Cobb asks what Melissa says about it and when she believes it will be completed?*

Lisa Copeland states she is not giving a date, just doing as the Examiners said which is to have it in by the end of the year and the Auditors can schedule the Audit to begin at the beginning of the year. She states by the time the Auditors are finished auditing, about a few months, FY 23 will be ready to give to them to begin auditing.

*Commissioner Laura Cobb states they were under the impression it had to be ready by October, now it will be ready by the first of the year, which is why it makes us nervous.*

Lisa Copeland states she has given the bulk of it to Melissa, she goes through it and anything she finds she sends back; I correct it and send it back to her. It's a back and forth.

*Commissioner Emmett Owen states he is an advocate for Melissa. He states he would like it to get to a point it is done in house. The process is yearly, it needs to be started sooner instead of waiting so close to get started. He asks if the Financial Officer will be sitting in with Melissa also?*

Lisa Copeland states he will on some of it, if it will benefit him. He has been helping me.

*Commissioner Emmett Owen states one day he needs to be involved in all the details of the financial process.*

Lisa Copeland states he has been a big help with reconciling accounts and pulling things for Melissa. She states they did training on the budget module and he has helped with accrual entries.

- B. The County Engineer, Lee Estes states they have finished all motor grading minus one dirt road they switched over to grass cutting. All projects will be completed by the end of the week CR 13 was started today, except for striping. He states in wintertime they go through to check and fix all the county signs. He no longer has someone who can do it every day, must wait until after grass cutting is done.

*Commissioner Terry Hendrix asks where he is at with bridge inspections?*  
Lee Estes states it is ongoing all year long, they do monthly reports.

- C. The County Attorney, Jason Odom has no updates  
*Commissioner Terry Hendrix states a few months ago he and HRO were tasked with amending the employee handbook and asks where he is at on it?*  
Jason Odom states he received it last month, he spoke with Emily about getting a few resolutions, she will get them to him. She has some suggestions also. When he receives all of that he will begin working on it.
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**Old Business:** None

### **Discussion Items from the Chairman and Commission:**

Commissioner Emmett Owen states they are now in phase 2 of the animal shelter.

Commissioner Terry Hendrix states they need to do evaluations for their employees.

Commissioners Laura Cobb and Emmett Owen have been appointed to do the evaluations, they will decide if they are able to do them on Monday or if it will be Tuesday.

Chairman Ryan Robertson states there will be a delay for the work session due to elections. The new Commissioner will need to be sworn in before the next work session. He will check on the dates.

Commissioner Laura Cobb states she has 2 employees who need to be written up for an issue that has happened for a second time. She states she would like Jason Odom to write an official letter as a whole to be placed in their files.

Jason Odom states you can make a motion now or it can be done when you do the evaluations.

Commissioner Laura Cobb states they will do it as a part of the evaluations.

Commissioner Terry Hendrix asks if evaluations for Department Heads are standardized?

Jason Odom states yes, they should be.

Commissioner Terry Hendrix asks for a resolution to be added to tonight's meeting to task the HRO to come up with a standardized evaluation for all Department Heads to use the same form for all employees and add questions that are department specific. He wants it to be presented next month.

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Chairman Ryan Robertson asks for a motion and a second to add tasking HRO to provide a standardized evaluation form for all employees

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

All in Favor

Motion Carries

Action as related to **Resolution #5497** Task HRO with presenting the same standardized evaluation form for all employees

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

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

In Opposition: None

Motion Passed

**Resolution #5497**

Whereas, the Cleburne County Commission would like the same standardized evaluation form for all employees to also include department specific questions;

Therefore, the Cleburne County Commission has tasked the HRO to present a new standardized evaluation form for all employees to be presented at next month's meeting.

Action as related to **Resolution #5498**

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

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

In Opposition: None

Motion Passed

Meeting Adjourned.

Certified by:

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Ryan Robertson – Chairman

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Laura Cobb – District 1

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Emmett Owen – District 2

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Terry Hendrix – District 3

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Roger Hill – District 4