

Cleburne County Commission Meeting Minutes
Regular Commission Meeting May 20, 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

Comments from Citizens

Comments from Board Members or Officials

Sheriff Jon Daniel asks the Commission to add a resolution to the Agenda for the Surplus of a 2023 Ford Interceptor.

Add to Agenda – Sheriff Surplus Vehicle

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

County Engineer Lee Estes asks the Commission to add a resolution to the Agenda for use of funds received under the Rebuild AL Act Annual Grant Program.

Add to Agenda – Rebuild AL Funds

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

Coroner, Adam Downs updates the Commission the call volume, averaging 5 calls per month. He states his new vehicle is doing great.

Economic Developer, Tammy Perry updates the Commission on various events, projects, and incoming businesses for each City in Cleburne County. She states the next Heflin Industrial Development Board meeting will be June 6th at 1:00 PM.

Consent Agenda

The Commission passes the May 2024 Consent Agenda Resolution #5450 1-5

Action as related to **Resolution #5450 1-5** 2024 Consent Agenda:

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

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

In Opposition: None

Motion Passed

Resolution #5450-1

The Cleburne County Commission hereby resolves to approve the minutes of April 15, 2024

as presented.

Resolution #5450-2

May 20, 2024, Board Vacancies:

Hospital Board- District 4

Board Appointments: None

Resolution #5450-3

Whereas the Cleburne County Sheriff is requesting the surplus of the following vehicle, due to the vehicle being inoperable or unusable:

2007 Chevrolet Tahoe 4x4 VIN: 1GNFK03037R83851

Therefore, the Cleburne County Commission hereby authorizes the surplus of the Vehicle.

Resolution #5450-4

Whereas, the Rebuild Alabama Act requires notifications of any changes in the adopted County Transportation Plan; and

Whereas, the County Engineer has provided an amended list of projects with his recommendations for expenditures to be made in the current fiscal year.

Therefore, the Cleburne County Commission agrees to amend Resolution # 5362 and approve the following projects to be included in the Transportation Plan:

Project 1: County Road 13- Spot level, JG Treatment, Traffic Stripe, and RPMs \$400,000;

Project 2: County Road 95- Spot level, Widen, JG Treatment, Traffic Stripe, & RPMs \$324,982.09;

Project 3: County Road 49- Spot Level, Scrub and Micro, Traffic Stripe, & RPMs \$324,982.09;

Resolution #5450-5

Whereas, the Cleburne County Commission has received an additional document for the AmerisourceBergen / Cardinal Health Opioid Litigation Settlement;

Whereas, the document confirms the allocation of the settlement between State and local governments and authorizes the Special Master to allocate each local governments' share among the local governments;

Whereas, the document had a signature deadline of May 15, 2024; and

Whereas, the Commission Chairman signed the required paperwork prior to the deadline in order to prevent the loss of said settlement funds to Cleburne County.

Now Therefore be it Resolved that the Cleburne County Commission does hereby ratify and approve the Chairman's actions in signing the required documentation related to the AmerisourceBergen/Cardinal Health Opioid Litigation Settlement prior to the deadline of May 15, 2024.

New Business:

A. Step-raises

Action as related to **Resolution #5451** Step-raises

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

Commissioner Laura Cobb makes a motion to table Seconded by Commissioner Emmett Owen

In Support: Commissioners Laura Cobb, Emmett Owen

In Opposition: Commissioners Roger Hill and Terry Hendrix, Chairman Ryan Robertson

After further discussion the Commission unanimously voted in favor to pass the resolution

Motion carries

Resolution #5451

Whereas, the Cleburne County Commission intends to institute a step-raise for employees, to start in Fiscal Year 2025 and every October 1st thereafter and

Whereas, the step-raise will be performance-based, relying on an evaluation and recommendation of the department head;

Whereas, the employee will be limited to a maximum one-step increase per year, based on their evaluation;

Whereas, pay increases, formerly known as "equity increases", will no longer be given, as of October 1, 2024;

Whereas, each department head will receive an internal audit, from the Human Resources Officer, to sign and ensure that the new rates are accurate;

Therefore, the Commission hereby resolves to provide step-raises starting with the first full pay-period starting on or after October 1, 2024.

B. Employee Handbook

Action as related to **Resolution #5452** Employee Handbook

Motion made to table by Commissioner Terry Hendrix, Seconded by Commissioner Roger Hill

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

In Opposition: None

Motion Carries

Resolution #5452

Whereas, the Cleburne County Commission is aware that the Employee Handbook will need to be amended to include step-raises for employees;

Whereas, the Commission agrees that the County Attorney should be the one to make the amendment to reflect this change;

Therefore, be it resolved that the Cleburne County Commission hereby tasks County Attorney, Jason Odom with the changes to the Employee Handbook.

C. Temporary Organizational Chart Change

Action as related to **Resolution #5453** Temporary Organizational Chart Change

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

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

In Opposition: None

Motion Carries

Resolution #5453

Whereas, the Cleburne County Sheriff requests that an uncertified deputy be hired, to replace a certified deputy that will start training as a new Jail Administrator;

Whereas the current Jail Administrator will maintain the position until such time as his term as the newly elected Probate Judge/ Commission Chairman begins;

Whereas, the deputy training as Jail Administrator will remain an employee of the Sheriff's department, which leaves no opening for the uncertified deputy to be hired;

Therefore, the Cleburne County Commission agrees to allow a temporary change to the Sheriff's Department to allow for the hiring of the new deputy, to last until the certified deputy becomes the Jail Administrator.

D. Sheriff Surplus Vehicle

Action as related to **Resolution #5454** Sheriff Surplus Vehicle

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

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

In Opposition: None

Motion Carries

Resolution #5454

Whereas, the Cleburne County Sheriff is requesting the surplus of the following vehicle, due to the vehicle being involved in a collision and considered a total loss on March 22, 2024:

2023 Ford Interceptor VIN: 1FM5K8AB6PGB99096

Therefore the Cleburne County Commission hereby authorizes the surplus of this vehicle

E. Rebuild AL Funds

Action as related to **Resolution #5455** Rebuild AL Funds

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

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

In Opposition: None

Motion Carries

Resolution #5455

Whereas, the Cleburne County Engineer submitted an application under the Rebuild Alabama Act Annual Grant Program to obtain Funds to resurface 4.91 miles of County Road 66, and

Whereas, the application was selected for approval and awarded up to \$331,500.00 in Rebuild Alabama Funds with a local match commitment of \$81,500.00

Now Therefore, be it resolved that the Cleburne County Commission approves the Rebuild Alabama Funds and commits to expend \$81,500.00.

Reports from staff:

- A. The County Administrator, Lisa Copeland states she attended the Administrator Conference. She states she advertised again for the Chief Finance Officer position and after interviews has selected a Chief Finance Officer who will begin June 10th. Lisa and the Commission discuss the Lumen Contract after the price increase and

possibly checking into other fiber internet providers for cheaper service. She states she has finished and submitted all documents required for annual ARPA report. She states LATCF funded projects have to be completed by the end of December. She states the Commission need to start planning, getting PO's and all that is necessary to complete projects.

- B. The County Engineer, Lee Estes states he advertised again for Transportation Supervisor position, but no one showed up for the interviews. He and the Commission discuss continuing or ending the Section 5311. They will further discuss at next month's work session.
- C. The County Attorney, Jason Odom thanks the Commission for allowing him to be recused for last month's meeting to attend a City/County class. He also thanks the Commission for allowing him to continue going to classes.

Discussion Items from the Chairman and Commission:

Commissioner Terry Hendrix states the Ranbourne Mayor reached out to him requesting a change in inmate housing contract to match the contract we have with the City of Heflin. We will discuss at next month's meeting. Commissioner Emmett Owen discusses COOP for Cleburne County.

The Cleburne County Commission enters into **Executive Session**

Action as related to **Resolution #5456**

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

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

In Opposition: None

Motion Passed

Resolution #5456

Meeting adjourned.

Certified by:

Ryan Robertson – Chairman

Laura Cobb – District 1

Emmett Owen – District 2

Terry Hendrix – District 3

Roger Hill – District 4