

**CULLMAN COUNTY COMMISSION MEETING MINUTES**  
**May 16, 2023**

**CALL TO ORDER AND WELCOME GUESTS**

Chairman Clemons called the Meeting at 6:00 p.m.

**CALL OF ROLL TO ESTABLISH QUORUM**

Tiffany Merriman, County Clerk, called roll; present were Chairman Jeff Clemons, Commissioner Kerry Watson, Commissioner Garry Marchman, Commissioner Kelly Duke, Commissioner Corey Freeman, County Administrator John Bullard, County Attorney Emily Johnston (via phone), and Assistant Engineer Jon Brunner. Larry Duke gave the invocation. Cooper Allen from Good Hope High School led the Pledge of Allegiance.

**APPROVE THE MINUTES OF THE APRIL 18, 2023, MEETING, APPROPRIATIONS, EXPENDITURES, PERSONNEL ACTIONS, PAYROLL, AND REQUISITIONS, AND APPROVE ALL JOURNAL ENTRIES TO BE POSTED.**

Commissioner Duke made a motion to approve the minutes of the April 18, 2023, meeting, appropriations, expenditures, personnel actions, payroll, and requisitions, and approve all journal entries to be posted. Commissioner Watson seconded, and the motion passed on a unanimous voice vote.

**PUBLIC COMMENTS/UPDATES**

Wendy Lambert and Sarah Bell with the Cullman Probate Office discussed recording documents by e-filing.

**NEW BUSINESS**

**There will be a public hearing at our June regular monthly meeting regarding a proposed action under Alabama Constitutional Amendment 909 to create an Employee Appreciation Program. Members of the public will be given the opportunity to be heard on this topic at that time. This item will be considered for approval at the June meeting as well.** Commissioner Watson made a motion to approve a public hearing at our June regular monthly meeting regarding a proposed action under Alabama Constitutional Amendment 909 to create an Employee Appreciation Program. Members of the public will be given the opportunity to be heard on this topic at that time. This item will be considered for approval at the June meeting as well. Commissioner Marchman seconded. The motion passed on a unanimous voice vote.

**Resolution 2023-26: Change speed limit to 30 mph on County Road 1116**

Commissioner Marchman made a motion to approve Resolution 2023-26: Change speed limit to 30 mph on County Road 1116. Commissioner Freeman seconded, and the motion passed on a unanimous voice vote.

**Authorize Chairman to sign Letter of Authorization to submit an application to the Alabama Department of Youth Services to fund FY 2023-24; 2024-25 Cullman County Youth Advocate Program at an estimated annual total project cost of \$213,272**

County Administrator John Bullard stated that this is assisting the youth program that Kay Bell with Juvenile Probation. We act as the fiscal agent for Blount and Jackson Counties. It is funded by a grant; it is not county dollars. If there are remaining funds for the counties as the fiscal agent, we can use those funds in Cullman County.

Commissioner Freeman made a motion to approve to authorize Chairman to sign Letter of Authorization to submit an application to the Alabama Department of Youth Services to fund FY 2023-24; 2024-25 Cullman County Youth Advocate Program at an estimated annual total project cost of \$213,272. Commissioner Duke seconded. The motion passed on a unanimous voice vote.

**Authorize Chairman to sign Letter of Authorization to submit an application to the Alabama Department of Youth Services to fund FY 2023-24; 2024-25 Blount County Youth Advocate Program at an estimated annual total project cost of \$99,064**

County Administrator John Bullard stated that this is assisting the youth program that Kay Bell with Juvenile Probation. We act as the fiscal agent for Blount and Jackson Counties. It is funded by a grant; it is not county dollars. If there are remaining funds for the counties as the fiscal agent, we can use those funds in Cullman County.

Commissioner Freeman made a motion to approve to authorize Chairman to sign Letter of Authorization to submit an application to the Alabama Department of Youth Services to fund FY 2023-24; 2024-25 Blount County Youth Advocate Program at an estimated annual total project cost of \$99,064. Commissioner Duke seconded, and the motion passed on a unanimous voice vote.

**Authorize Chairman to sign Letter of Authorization to submit an application to the Alabama Department of Youth Services to fund FY 2023-24; 2024-25 Jackson County Youth Advocate Program at an estimated annual total project cost of \$144,676**

County Administrator John Bullard stated that this is assisting the youth program that Kay Bell with Juvenile Probation. We act as the fiscal agent for Blount and Jackson Counties. It is funded by a grant; it is not county dollars. If there are remaining funds for the counties as the fiscal agent, we can use those funds in Cullman County.

Commissioner Freeman made a motion to approve to authorize Chairman to sign Letter of Authorization to submit an application to the Alabama Department of Youth Services to fund FY 2023-24; 2024-25 Jackson County Youth Advocate Program at an estimated annual total project cost of \$144,676.

Commissioner Duke seconded. The motion passed on a unanimous voice vote.

**Authorize Chairman to sign Technical Assistance Agreement to implement the Alabama Community Broadband Technical Assistance Program**

Commissioner Duke made a motion to authorize Chairman to sign Technical Assistance Agreement to implement the Alabama Community Broadband Technical Assistance Program. Commissioner Watson seconded, and the motion passed on a unanimous voice vote.

**Consider ServLine Proposal at the Water Department and authorize Chairman to sign all related paperwork**

Water Department Manager Randall Waldrep stated ServLine will be offering a water protection plan to our customers at \$2.23 a month. This plan will cover them on a one time a year water leak up to \$2,500. Our customers can opt out if they choose to. I recommend the approval of this agreement. I think they can offer more to our customers than we can. The billing cycle will start November 1, 2023. Commissioner Watson made a motion to approve ServLine Proposal at the Water Department and authorize Chairman to sign all related paperwork. Commissioner Marchman seconded. The motion passed on a unanimous voice vote.

**Consider adopting revisions to the Cullman County Commission Employee Handbook, to be effective May 17, 2023**

H.R Manager Judy Bradford addressed the Commission and stated these are the handbook changes that were reviewed earlier. We are doing the handbook revisions a little earlier this year because the ACCA recommended changing the drug policy. There will be a training class in June in Cullman. These are the updates that we have collected or things in the handbook that need clarifying or rewording. I recommend that we update these changes. We will communicate the changes to all employees and update them on the website.

Commissioner Duke made a motion to approve adopting revisions to the Cullman County Commission Employee Handbook, to be effective May 17, 2023. Commissioner Freeman seconded, and the motion passed on a unanimous voice vote.

**Consider ratifying the Cullman County Library bid award for new bookmobile to sole-bidder Eckenrod Ford in the amount of \$61,911.48. This is to be paid from an LTSA grant**

County Administrator John Bullard addressed the Commission and stated no county funds will be spent on this. It is all funded by the grant. The library will have possession of it, but they cannot own assets, so it will be listed by the County Commission.

Commissioner Watson made a motion to approve ratifying the Cullman County Library bid award for new bookmobile to sole-bidder Eckenrod Ford in the amount of \$61,911.48. This is to be paid from an LTSA grant. Commissioner Duke seconded. The motion passed on a unanimous voice vote.

**Consider providing I.T. services to District Attorney's Office with an annual renewable service agreement and authorize Chairman to sign all related documents**

County Administrator John Bullard stated this would be our I.T. department providing and consulting IT work for the District Attorney's Office. We have an agreement to consider, the District Attorney's Office has already signed off on it. If the Commission approves it, then it will be effective.

Commissioner Freeman made a motion to approve providing I.T. services to District Attorney's Office with an annual renewable service agreement and authorize Chairman to sign all related documents. Commissioner Watson seconded, and the motion passed on a unanimous voice vote.

**Consider Memorandum of Understanding with Cullman County Master Gardeners for Arboretum at Sportsman's Lake Park**

County Administrator John Bullard addressed the Commission and stated this has to do with the item we discussed last month. The Arboretum at Sportsman's Lake in the Wildflower Garden, this outlines the understanding of what responsibilities of the master gardeners and the responsibilities of the park will be. It is not legally binding. It is just so that everyone is clear on what we're supposed to do.

Commissioner Watson made a motion to approve the Memorandum of Understanding with Cullman County Master Gardeners for Arboretum at Sportsman's Lake Park. Commissioner Marchman seconded. The motion passed on a unanimous voice vote.

**Consider the proposed preliminary plat Hamby Subdivision. A minor subdivision containing 10 lots located off County Road 599**

Commissioner Duke made a motion to approve the proposed preliminary plat Hamby Subdivision. A minor subdivision containing 10 lots located off County Road 599. Commissioner Freeman seconded, and the motion passed on a unanimous voice vote.

**Consider the proposed preliminary plat Ryan's View Subdivision. A major subdivision containing 27 lots located off County Road 102**

Commissioner Freeman made a motion to approve the proposed preliminary plat Ryan's View Subdivision. A major subdivision containing 27 lots located off County Road 102. Commissioner Marchman seconded. The motion passed on a unanimous voice vote.

**Consider the proposed preliminary plat, The Homestead Subdivision. A minor subdivision containing 6 lots located off County Road 768 contingent based on approval from Walter Water Authority**

Commissioner Duke addressed the Commission and stated that the plat was sent to Cullman County Water and it was supposed to be sent to Walter Water Works. They are meeting right now. I spoke with three other members and I sent them a picture of the plat. They did not want to approve anything without seeing it. I think they will approve this but can we make a motion to approve this with the contingency that they approve this plat. Is that something we can do? The hang up was a 3" inch water line.

Commissioner Marchman stated yes, we can change the wording.

County Administrator John Bullard stated that you can make a motion to approve contingent based on approval from Walter Water Authority. We would just have to follow up and make sure they approved it.

Commissioner Duke made a motion to approve the proposed preliminary plat, The Homestead Subdivision. A minor subdivision containing 6 lots located off County Road 768 contingent based on approval from Walter Water Authority. Commissioner Watson seconded, and the motion passed on a unanimous voice vote.

**Extend Bid # 1396: Concrete to Ready Mix USA**

Commissioner Marchman made a motion to approve Extend Bid # 1396: Concrete to Ready Mix USA. Commissioner Freeman seconded. The motion passed on a unanimous voice vote.

**Award Bid # 1434: Corrugated Metal Pipe to Twin Oaks**

Commissioner Watson made a motion to approve Award Bid # 1434: Corrugated Metal Pipe to Twin Oaks. Commissioner Marchman seconded, and the motion passed on a unanimous voice vote.

**Bid # 1436: Recycled Asphalt Pavement Millings (RAP Millings)-No Bidder**

Commissioner Watson made a motion to approve Bid # 1436: Recycled Asphalt Pavement Millings (RAP Millings)-No Bidder. Commissioner Marchman seconded. The motion passed on a unanimous voice vote.

**Award Bid # 1437: Full Depth Reclamation to Chilton Contractors**

Commissioner Freeman made a motion to approve Award Bid # 1437: Full Depth Reclamation to Chilton Contractors. Commissioner Watson seconded, and the motion passed on a unanimous voice vote.

**Award Bid # 1438: Used Vertical Lift Skid Steer Loader to Preferred Rental**

Commissioner Watson made a motion to approve Award Bid # 1438: Used Vertical Lift Skid Steer Loader to Preferred Rental. Commissioner Marchman seconded. The motion passed on a unanimous voice vote.

**WORK SESSION**

Chairman Clemons announced that the next Commission Work Session will be Thursday, June 22, 2023, at 4:00 p.m. in the Commission Meeting Room

**THE NEXT COMMISSION MEETING WILL BE THURSDAY, JUNE 22, 2023, AT 6:00 P.M. IN THE COMMISSION MEETING ROOM**

Chairman Clemons announced that the next Commission Meeting will be Thursday, June 22, 2023, at 6:00 p.m. in the Commission Meeting Room.


**ADJOURN THE MEETING**

Commissioner Watson made a motion to Adjourn. Commissioner Duke seconded. Meeting was adjourned at 6:19 p.m.

Attest:



Tiffany Merriman,  
County Clerk

  
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Jeff Clemons,  
Chairman  
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Kerry Watson,  
Commissioner  
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Garry Marchman,  
Commissioner  
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Kelly Duke,  
Commissioner  
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Corey Freeman,  
Commissioner