

## **COMMISSIONERS MEETING**

Jefferson County Courthouse, Room 103, 300 E. Main St. Madison, IN 47250

DATE 07-26-2018

Commissioner David Bramer called the meeting to order, and led The Pledge of Allegiance along with Norbert Schafer and Robert Little. Commissioner Robert Little made a motion to approve the previous meetings minutes, all accounts payable, and payroll claim dockets. Commissioner Norbert Schafer seconded the motion. Motion passed 3/0.

**Larry Henry, Madison TV15 & Cable Board-** Larry Henry presented the 2019 Madison TV15 contract renewal for recording services. There will not be an increase in cost for the services this year. Commissioner Norbert Schafer made a motion to accept the 2019 contract for \$6000 a year, to be paid monthly to Madison TV15. Commissioner Robert Little seconded the motion. Motion passed 3/0. Larry Henry also stated that there is a vacancy on the Cable Board, which needs to be filled. At this time, the board only has five members on the nine-member board. There is not a residency requirement for the Commissioner Appointee. The Commissioners will work to appoint someone to the Cable Board.

**Employee Handbook Updates-** Kelli Hoffman, member of the Handbook Committee, came before the Commissioners on behalf of the seven-member Committee to request changes to the Employee Handbook. Of those changes, the nepotism policy was updated to mimic Indiana Code 36-1-20.2, secondary employment options within the county were addressed for those employees wishing to hold both full and part time positions within the County, comp time was altered to allow those individuals working 35 hours to accrue comp time at the time and half rate, vacation days were also altered to allow an additional week for those employees working for the County for more than 17 years, a two week paid maternity leave was also added, as well as adding the Federal Labor Law standards involving break times for nursing mothers, and lastly the credit card policy was changed to include the Commissioners right to deny a claim made on the County credit card, which will then give an employee 30 days to pay the claim or will be garnished from the employees paycheck. An item that was removed from the Handbook involved benefits paid by the County during leave time. Currently, if an employee takes a leave of absence, the employee can make arrangements with the Commissioners to have the County pay the employees portion of benefits while on leave. Upon returning, the employee agrees to pay back the County for those expenses. Hoffman recently attended a Human Resources class and it was advised that that particular policy be removed. All Commissioners and County Attorney, Joe Colussi have reviewed the changes. Commissioner Robert Little made a motion to accept the new employee handbook. Commissioner Norbert Schafer seconded the motion. Motion passed 3/0.

**Erin Thomas, Lifetime Resources-** Catch-a-Ride Director, Erin Thomas, presented the benefits of Lifetime Resources in Jefferson County. Erin Thomas also discussed the recent changes involving Southeast Trans, a transportation booking service. Thomas advised that there have been some difficulties with the new service and explained that the change was caused by regulations with the State of Indiana. In the past, Lifetime Resources has requested \$16,000 for the 2019 budget year.

**The Children's Advocacy Center of Southeastern Indiana, Inc. (CAC)-** Stephanie Back, Executive Director and Kelly Bridges, Associate Director of CAC requested \$25,000 from Jefferson County for the 2019 funding year. Back and Bridges discussed the many benefits of having CAC within Jefferson County. Jefferson County Prosecutor, David Sutter explained how beneficial the satellite office has been in the recent weeks involving a particular case. Sutter also mentioned how local law enforcement has been able to benefit from having CAC within our County. The \$25,000 will help with rent and improvements to a new satellite office, salaries, mileage and other day-to-day expenses.

**Southeastern Indiana Voices for Children (CASA)**- Tonya Ruble-Richter, Executive Director, came before the Commissioners to request funding for 2019. Tonya explained that in the years of 2011-2013 CASA received \$35,000 from Jefferson County. In 2014, that amount decreased to \$30,000 and has remained unchanged, despite the large increase of CHINS (children in need of services). In 2017, CASA had 175 CHIN cases and currently, there is over 100 children on the waitlist who need an advocate in Jefferson County. Tonya concluded that CASA volunteers in Jefferson County worked a total of 8,284 hours last year. According to the Federal Government and the Indiana Criminal Justice Institute, those organizations value volunteers at an hourly wage of \$15 per hour. Therefore, volunteers donated over \$124,000 to CHINS in volunteer time to Jefferson County and to the community. Discussion followed about the importance of the receiving the funds. Commissioners will take this information under advisement for the 2019 budget.

**City of Madison Parks Department**- Dave Stucker of the City of Madison Parks Department and the Senior program came before the Commissioners with funding requests for the 2019 budget. Stucker requested \$5000 for the seniors and \$25,000 for the Parks Department. Dave Stucker explained that the money goes towards the various programs and parks for the City and County residents. Discussion followed regarding the City's budget procedures within the Parks Department budget.

**Upper Dry Fork Bid**- The Commissioners reviewed the Upper Dry Fork bid that was submitted at the last meeting. Commissioner Norbert Schafer made a motion to proceed with the contract to repair Upper Dry Fork for \$389,290. Commissioner Robert Little seconded the motion. Motion passed 3/0. This particular project will be reimbursed to the County from FEMA at a 75/25 reimbursement.

**Highway Department**- Robert Phillips, Superintendent, provided an update to the Commissioners regarding the current projects of the Highway Department. Phillips explained that the Department has been working on culverts, crack sealing and other additional work orders from FEMA. Commissioner Schafer commended the Department for the \$1.4 million dollars of additional work load this year from the flooding.

**Park Board Appointment**- The Jefferson County Park Board member Noah Mustafa recently moved, leaving his position on the board vacant. Commissioner Little made a motion to appoint Dale Crafton to replace Noah Mustafa. The term will end on December 31, 2018. Commissioner Norbert Schafer seconded the motion. Motion passed 3/0.

In other business, Commissioner Robert Little stated the audit in the Treasurer's office has been completed by Karen Kelleher. Kelleher has submitted an additional training contract for consideration. The Commissioners and Council will review the contract terms and make a decision at a later date. Commissioner David Bramer announced the upcoming Jail Committee meeting is set for Monday at 5:30 to discuss operational budgets.

Commissioner Norbert Schafer made a motion to adjourn. Commissioner Robert Little seconded the motion. Motion passed 3/0.

ATTEST: \_\_\_\_\_  
Sherry Eblen, Auditor

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David Bramer, President

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Norbert Schafer, Member

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Robert Little, Member