

Jefferson County Council Meeting

Jefferson County EMA building, 620 Green Road, Madison, IN 47250

The meeting was held in person and via Zoom.

Tuesday, September 14, 2021

Start: 5:00pm

End: 6:30pm

In attendance: Pam Crozier, Chris Shelton, Ray Denning, Gary Copeland, Judy Smith, Heather Foy, & Ray Black (via Zoom). Auditor, Heather Huff and Kristen Jones taking minutes.

Pam Crozier called the meeting to order and led all in the Pledge of Allegiance. Chris Shelton made a motion to approve the minutes from the August 10, 2021 meeting. Judy Smith seconded the motion. Motion approved 7/0.

Ordinance for JCBT – David Bramer

Mr. Bramer advised that the ordinance concerning the local collection of Innkeeper’s Tax and the JCBT has been amended and is ready for adoption. The board is also in the process of getting a budget together to present to the Council, and will make appointments in January 2022. The Jefferson County Board of Tourism Ordinance No. 2021-3 was approved by the Jefferson County Council on September 14, 2021. Ray Denning made a motion to approve the ordinance. Heather Foy seconded. Motion approved 7/0.

Surveyor – Mike Pittman

Mr. Pittman spoke to the council regarding how busy the office is with nuisance complaints of cluttered properties throughout the county. The office is currently processing complaints with paper forms, which is very time consuming. Mike has found a software called IWORQ Systems Inc., that will help eliminate the paperwork and speed up the processing procedures. This program has a one-time startup cost of \$2,650 and an annual fee of \$4,000, totaling \$6,650. The annual price of \$4,000 will be locked in if the program is purchased by September 30, 2021. Mike is requesting approval from the council to purchase this program. Council advised to go ahead and purchase the program to lock in the price, and to pay it out of Cum Cap 1138 Computer Contracts. After the additional is advertised, the council will vote at the October 12th meeting.

Trash Card Sales Policy – Heather Huff

Heather is asking for approval to sell 2022 trash cards at the trash sites to decrease the courthouse traffic during November and December. Heather has reached out to the State Board of Accounts for approval and has obtained it as long as there are 2 employees present at each site, because of potentially large amounts of cash being handled. After trash collection has ended at each site the money collected & remaining trash cards will be returned directly to the courthouse for balancing. All proceeds collected will be recorded on a dual control ROC form. Heather will be requesting a Sheriff’s Officer during the sales at each site as well. There will be signage prepared before the sales start to let taxpayers know they will need to bring exact change or check for \$50. EMA’s new emergency notification system, RAVE, will be able to send out (in text form) a notification if trash will be delayed. Judy Smith made a motion to approve the Trash Card Sales Policy. Ray Black seconded the motion. Motion approved 7/0.

Animal Shelter Concerns – Hannah Phagan / Animal Shelter Board Member

Ms. Phagan is speaking on behalf of the Jefferson Co Animal Shelter Board regarding the poor management and poor conditions that the Animal Shelter is in. Hannah presented to the Council suggestions of what the Animal Shelter Director position should include. This person should not only have a love for animals, but also have a college degree or equivalent experience in fields like business, management, and finance. Hannah also asked the Council to take the Director’s salary into consideration and is requesting an increase from \$39,127 because of job duties and expectations of the position. This position requires around the clock dedication.

Hannah also reported to the Council that the DOC and Pet Sense will be taking dogs and cats temporarily to allow employees and volunteers to deep clean the shelter and install new outside kennels. Lowe's has donated flowers for the front of the shelter and City Hall volunteers will be doing some landscaping, weed eating, and mowing on the property.

Sheriff Report -- David Thomas

Sheriff Thomas asked the Council about the approval of the additional \$15,000 for the PT evidence clerk. This additional has been advertised and Gary Copeland made a motion for approval. Ray Denning seconded the motion. Motion approved 7/0.

Sheriff Thomas also reported there was not an increase in positive COVID cases in the Jail and at the present time the jail was housing 55 inmates.

EMA -- Troy Morgan

Troy Morgan updated the Council on the storage building for PPE storage at the Health Dept. Troy has reached out to multiple construction companies for bids for the building. The bids will be due September 24, 2021 at 10am. The property that the building will be built on is zoned as residential agriculture and needs to be changed before construction starts. This issue is in the process of being resolved.

Transfers, Additionals, & the Resolution

EMA -- Budget Transfer

\$1,000 From 1000-022-0325.00 to 1000-022-0319.00 \$500
 1000-022-0215.00 \$500

Ray Black made a motion to approve. Christ Shelton seconded the motion. Motion approved 7/0

Health Dept -- Additionals

\$22,768.21 To be added into 1159-001-0215.00 to balance out the line item.

Judy Smith made a motion to approve. Ray Black seconded the motion. Motion approved 7/0

\$50,000 To be added into 1159-001-0210.00 to balance out the line item.

Heather Foy abstained from voting because of KDH being her employer. This money is being used for the testing site at KDH.

Ray Black made a motion to approve. Judy Smith seconded the motion. Motion approved 6/0.

Coroner -- Additionals

\$19,770.34 to be added into 1140-001-0212.00 Coroner's Equipment for the purchase of an extra freezer.

Judy Smith made a motion to approve. Chris Shelton seconded. Motion approved 7/0.

\$40,200.00 to be added to Autopsy 1000-007-0313.00

\$4,992.00 to be added to Toxicology 1000-007-0312.00

Ray Denning made a motion to approve. Ray Black seconded. Motion approved 7/0.

Auditor -- Additional

\$4,802.00 to be added to 3rd Deputy line for new employee training 1181-001-0111.00.

Ray Black made a motion to approve. Chris Shelton seconded. Motion approved 7/0.

Resolution 2021-8

\$60,192.00 Fund 1000

\$4,992.00 Fund 1181

\$19,770.34 Fund 1140

Gary Copeland made a motion to approve. Judy Smith second the motion. Motion approved 7/0.

Ray Black made a motion to adjourn. Ray Denning seconded the motion. Motion to adjourn the meeting approved 7/0.

