

## COMMISSIONERS' MEETING

**October 23, 2023**

The Bartholomew County Commissioners met on October 23, 2023, in the Commissioners Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Larry S. Kleinhenz, Tony London, County Administrator Tina Douglas, Assistant County Administrator Brooke Bowers, and Auditor Pia O'Connor were in attendance.

Commissioner Kleinhenz opened the meeting.

Commissioner Kleinhenz gave the invocation and led the Pledge of Allegiance.

The first item was the Approval of Minutes of October 16, 2023.

**Commissioner Kleinhenz motioned to approve the October 16th Minutes, as presented.**

**Commissioner London seconded the motion, which passed unanimously.**

The next item was the Approval of Claims. **Commissioner Kleinhenz motioned to approve Claims as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the weekly permits report as read by Commissioner London:

<i>Time frame</i>	<i>New permits</i>	<i>Fees</i>	<i>Value</i>
<i>10/16/23 to 10/20/23</i>	<i>34</i>	<i>\$9,698</i>	<i>\$5,622,916</i>

*\*Several Arbor Homes and several new family-dwelling homes*

The next item was the General Election Request for Additional Hours as presented by County Clerk Shari Lentz. Election law requires the Clerk's Office to be open on the dates below for absentee voting (city election) at the Courthouse (Nexus Park serving as the office of the Bartholomew County Clerk) and the Government Office Building (serving as the satellite vote center location for the dates listed below):

- Saturday, October 28th – 8 AM to 3 PM
- Saturday, November 4<sup>th</sup> – 8 AM to 3 PM
- Election Day Tuesday, November 7<sup>th</sup> – 5 AM to 6:30 PM

The Clerk's Office is requesting Courthouse Security on Election Day (November 7<sup>th</sup>) as voters may need to hand deliver their absentee ballot to the Voter Registration Office and there will be additional foot traffic in and out of the building. They are not requesting Courthouse Security for the two prior Saturdays (October 28<sup>th</sup> and November 4<sup>th</sup>) as they will not be open to the public.

**Commissioner Kleinhenz motioned to approve the request as presented. Commissioner London seconded the motion, which passed unanimously.**



- The effective date is December 1, 2023. The Addendum is for an initial one (1) year term and is subject to the same requirements of termination as the Pharmacy Services Agreement. The purpose of adding Diabetes Management is to review a selected member’s current medication and treatment regimen to ensure that prescribed medication and treatment are as beneficial, medically effective, and cost-efficient as possible and to provide detailed disease state education to achieve optimal blood glucose control and prevent avoidable complications. It is not to be used to obtain new diagnoses or treatment or to serve as a substitute for an appointment with a medical provider.

**Clinical Solutions Addendum to Pharmacy Services Agreement for Pharmacogenomics, for the benefit of its members.**

- The effective date is December 1, 2023. This addendum is for an initial one (1) year term and is subject to the same requirements of termination as the Pharmacy Services Agreement. The purpose of adding Pharmacogenomics is to review a selected member’s current medication and treatment regimen to ensure that prescribed medication and treatment are as beneficial, medically effective, and cost-efficient as possible given an individual’s specific genetic traits. It is not to be used to obtain new diagnoses or treatment or to serve as a substitute for an appointment with a medical provider. A clinical decision support tool will be used to identify members who are at potential risk for drug-gene interactions based on the medication claims that are processed through the True RX adjudication system.

**Commissioner London motioned to approve the agreements as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.**

The next item was the first reading of Ordinance No. 2023-06, an ordinance amending Ordinance No. 2013-05 Adopting a Personnel Policy for Bartholomew County, Indiana, as shown below. These changes aim to streamline the integration of the new timekeeping system and improve employee retention and recruitment.

**ORDINANCE NO. 2023-06**

**AN ORDINANCE AMENDING ORDINANCE NO. 2013-05 ADOPTING A PERSONNEL POLICY FOR BARTHOLOMEW COUNTY, INDIANA**

**WHEREAS**, The Board of Commissioners of Bartholomew County, Indiana by means of Ordinance No. 2013-05 passed on October 28, 2013, (Commissioners) did adopt a Personnel Policy for Bartholomew County employees; and

**WHEREAS,** The Board of Commissioners of Bartholomew County believes that it is necessary and appropriate to update and amend certain sections of Ordinance No. 2013-05; and

**WHEREAS,** This Ordinance will include updates to the Bartholomew County Personnel Policy Handbook for all employees.

**NOW THEREFORE BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF BARTHOLOMEW COUNTY, INDIANA AS FOLLOWS:**

1. To remove the presently existing pages 27, 28, 29, and 30 from the Bartholomew County Personnel Policy Handbook which became effective on November 1, 2013, and replace them with newly updated and amended pages 27, 28, 29, and 30 through this amended Ordinance, a copy of which is attached hereto as Exhibit "A".

Chapter 4 – Employee Benefits

**SECTION 4.1 VACATION - Personnel Policy Handbook pages 27/28 FTPR & FTA Employees**

- A. **Section 4.1.1** Terms and Conditions of Vacation Leave – A new full-time employee can earn and accrue vacation days starting the first completed month of employment. The employee cannot take vacation accrued leave days until completion of three (3) months of continuous employment. If separation of employment occurs before the employee's three (3) month completion, no pay or accrued days will be issued in lieu of vacation.
- C. It should be emphasized that a new County employee can begin accrual of vacation days after the 1<sup>st</sup> completed month of employment but cannot take leave before the employee's first three (3) month completion date with the County.
- D. Vacation time shall be paid at the base rate at the time of which it is used. Vacation time shall be taken in minimum increments of fifteen (15) minutes, except intermittent FMLA which is one (1) hour increments.

**SECTION 4.2 PERSONAL LEAVE – Personnel Policy Handbook pages 28/29**

Personal days are payable at the employee's regular rate of pay at the time of leave and must be taken in minimum increments of fifteen (15) minutes, except intermittent FMLA which is one (1) hour increments.

**SECTION 4.4 SICK LEAVE – Personnel Policy Handbook page 30**

Full-Time Public Retirement (FTPR) and Full-Time Affordable Care Act (FTA) employees shall earn and accrue a one-half (1/2) sick day (four (4) hours) for each period of one (1) complete calendar month of employment with the County.

1. Sick days are payable at the employee’s regular rate of pay at the time of leave and must be taken in minimum increments of fifteen (15) minutes, except intermittent FMLA which is one (1) hour increments.
2. The Effective date of this Ordinance once passed shall be retroactive to January 1, 2023.
3. All other portions of the Bartholomew County Personnel Policy adopted through Ordinance No. 2013-05 shall remain unchanged.

Commissioner London opened the public hearing, receiving comments from James Smith, Trustee for the Bartholomew County Employee Benefit Trust Plan, stating he favored the ordinance. Mr. Smith believes these changes will allow more newly hired employees to stay home when sick and retain more employees as well. No further comments were made and Commissioner London closed the public hearing. **Commissioner Kleinhenz motioned to approve the ordinance as presented. Commissioner London seconded the motion, which passed unanimously. Passed on the First Reading this 23<sup>rd</sup> Day of October, 2023**

The next item was Purchase Requests from Bartholomew County Sheriff’s Department with Axon Enterprise, Inc. as presented by Major Brandon Slate in the Operations Division. Two requests are being made by the BCSO, the first being, a request for an additional four (4) Tasers for Bartholomew County Courthouse Security over a five (5) year period. The second is for the renewal and replacement of 62 Tasers over a 5-year period for a total of \$33,120 per year. The cost for both requests is allocated within the BCSO budget. Both cost breakdowns are shown below:

<b>Additional Four (4) Tasers for Courthouse Security over a Five (5) Year Period:</b>	
AUGUST 2023	
NOVEMBER 2023	\$1,241.02
MARCH 2024	\$2,127.50
MARCH 2025	\$2,127.50
MARCH 2026	\$2,127.50
MARCH 2027	\$2,127.50
<b>TOTAL COST</b>	<b>\$10,467.02</b>

**Commissioner Kleinhenz motioned to approve the request as presented. Commissioner London seconded the motion, which passed unanimously.**

<b>Replacement of Sixty (62) Tasers over a Five (5) Year Period:</b>	
JANUARY 2024	\$33,120.00
JANUARY 2025	\$33,120.00
JANUARY 2026	\$33,120.00
JANUARY 2027	\$33,120.00
JANUARY 2028	\$33,120.00
<b>TOTAL COST</b>	<b>\$165,600.00</b>

**Commissioner Kleinhenz motioned to approve the request as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the consideration of an Annual Memorandum of Understanding between Bartholomew County Public Health Department and Bartholomew County Sheriff’s Department as presented by Nursing Director, Amanda Organist. BCSD agrees to supply generator-powered refrigerator and freezer space to the BCPHD in the event of a power failure to store vaccines.

**Commissioner Kleinhenz motioned to Approve the memorandum as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the Highway Crew Report as presented by Highway Engineer Danny Hollander as follows: replaced culvert pipes on 1075 E and Beech Drive; mowed in Hawcreek and German Townships; put up signs; sidewinding along 100 W and 800 S; added grass seed over ends of pipes on 400 W, 400 S, Base Road, 1075 E, and 900 E. Commissioner London was recently asked a question by a resident living on 400 W, south of State Road 58, concerning the recently installed culvert pipe on her road and whether it has been completed. Engineer Hollander responded by stating that the pipe and stone will need to settle first before the road can be a part of the overlay project and get paved.

The next item was the American Rescue Plan Third Quarter Report presented by Auditor, Pia O’Connor as follows:

**Quarter Ending September 30, 2023**

*This Report is required by the Department of Treasury*

<b>Description</b>	<b>6/30/23 Balance</b>	<b>Q3 2023 Project Expense</b>	<b>9/30/2023 Balance</b>
<i>Co-wide</i>	<i>4,000,000</i>	-	<i>4,000,000</i>
<i>Sewer Fairgrounds</i>	-	-	-
<i>NFP Rev</i>	-	-	-

<i>Jail HVAC</i>	<i>(0)</i>	<i>(0)</i>	<i>(0)</i>
<i>Co Go Revenue</i>	<i>5,221,845</i>	<i>1,034,179</i>	<i>4,187,666</i>
<b>Totals</b>	<b>9,221,845</b>	<b>1,034,179</b>	<b>8,187,666</b>

Auditor O’Connor stated that the quarter ending September 30, 2023, included the completed Sewer Project at the Fair Grounds. She also looked ahead to the upcoming Broadband project and highlighted the Parks Department lighting project at Dunn Stadium. Commissioner London stated that some residents will have access to broadband in the next week, and thousands more by 2024. **Commissioner Kleinhenz made a motion to accept the American Rescue Report as presented. Commissioner London seconded the motion, which passed unanimously.**

Under Miscellaneous, Commissioner Kleinhenz stated the animal control vans are being stocked with supplies to assist animals found during winter months to ensure their well-being while in Animal Control’s care. Some supplies include; blankets, windbreak materials, heated water bowls, roofing materials, etc. No further comments were made.

There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY  
COMMISSIONERS

\_\_\_\_\_  
TONY LONDON, CHAIRMAN

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LARRY S. KLEINHENZ, MEMBER

\_\_\_\_\_  
CARL H. LIENHOOP, MEMBER

ATTEST:

\_\_\_\_\_  
PIA O’CONNOR