

COMMISSIONERS' MEETING

April 1, 2024

The Bartholomew County Commissioners met on April 1, 2024, in the Commissioners Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Larry S. Kleinhenz, Carl H. Lienhoop, 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 London gave the invocation and led the Pledge of Allegiance.

The next item was the Approval of Minutes for March 25, 2024. **Commissioner Lienhoop motioned to approve the March 25, 2024 Minutes as presented. Commissioner London seconded the motion, which passed unanimously.**

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

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

<u>Time Frame</u>	<u>New Permits</u>	<u>Fees</u>	<u>Value</u>
3/25/24 to 3/29/24	27	\$7,344	\$3,908,853

The next item was the Highway Weekly Crew Report, presented by Highway Engineer, Danny Hollander, as follows: crack-sealing on Talkington Rd, Bonnell Rd, 200 E, 300 E, 300 S; dura-patched; removed log jam on 300 S; put stone along roads; CDL Training; put up signs.

The next item was the proposal for Box Culverts presented by Highway Engineer Hollander. The box culvert will be placed at 500 W North of 700 S with two quotes as follows:

E3Bridge: \$11,299.60

- ***81" x 59" Aluminized Box Culvert***

Civilcon: \$13,340.00

- ***81" x 59" Pipe Arch Box Culvert***

Commissioner Lienhoop motioned to award the proposal to E3Bridge as presented.

Commissioner London seconded the motion, which passed unanimously.

The next item was the consideration of a Sponsorship Agreement between Bartholomew County Sheriff's Department and Yes Cinema (Red Bridge Media) presented by Major Brandon Slate, Operations Division. The agreement is for advertising to run Hiring Ad's for one (1) year from May 1, 2024 to April 30, 2025 and will be paid out of Commissary. The monthly fee is \$300 with the

full year amount of \$3,600.00. The Ad's will include one (1) 30 second video, one (1) 15 second slide in the lobby, and one (1) monthly newsletter promotion. **Commissioner London motioned to accept the agreement as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the consideration of a Memorandum of Understanding (MOU) between the NexusPark Community Development Corporation and Bartholomew County, Indiana presented by Emergency Management Director, Shannan Cooke. NexusPark possesses centrally located space that may be used for the purpose of serving as the casualty collection point for the Bartholomew County Emergency Management's mass casualty plan during the 2024 solar eclipse. The agreement is for a one (1) day term from 12:00 am until 11:59 pm on April 8, 2024. In the event that NexusPark is utilized as a casualty collection point during the term on the agreement, NexusPark, CDC, and Bartholomew County agree that the parties will equally divide (50/50) the cost associated with repairing or replacing any damage that is caused to the facilities as a casualty collection point for Bartholomew County Emergency Management's mass casualty plan during the 2024 total solar eclipse. **Commissioner London motioned to accept the Memorandum of Understanding as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the proposal from the Assessor's Office for One (1) New 2024 Vehicle, presented by Assessor Ginny Whipple. The purchase will be paid out of the Assessor's Sales Disclosure Fund and five (5) companies were solicited with only two (2) having responded. The quotes are as follows:

Country Chevrolet, Buick, Inc. (North Vernon, IN): \$39,363.00

- *One (1) 2024 White Chevrolet Traverse (New Body Style) - All wheel drive, 4 Cylinder engine, 8 passenger seating capacity, Dark Cloth Seats. Availability 4-8 weeks*

Columbus Auto Group (Columbus, IN): \$40,859.25

- *One (1) 2024 White Chevrolet Traverse - LT*

Commissioner Lienhoop motioned to accept the proposal from Country Chevrolet, Buick, Inc. (North Vernon, IN) as presented. Commissioner London seconded the motion, which passed unanimously.

The next item was the Second Reading of the consideration of an Ordinance Amending Ordinance No. 2013-05 Adopting A Personnel Policy for Bartholomew County. Ordinance 2024-03 is amending the Personnel Policy due to the new Timekeeping system. The changes are as follows:

1. *To remove the presently existing pages (21) (23) (24) and (25) from the Bartholomew County Personnel Policy Handbook which became effective on November 1, 2013 and replace with newly updated and amended pages (21) (23) (24) and (25) through this amended Ordinance, a copy of which is attached hereto as Exhibit “A”.*

Chapter 3 – Salary Administration

SECTION 3.11 TIMESHEETS – TIMEKEEPING SYSTEM Personnel Policy Handbook page 21

– All Employees

1. *Section 3.11 Timesheets – Timekeeping System - Due to new LOW Timekeeping System Software, all employees shall now clock in and out each day, either by computer, time clock or through cell phone app. Paper timesheets will become obsolete.*

SECTION 3.15.2 OVERTIME FOR SHERIFF MERIT DEPUTIES, JAIL OFFICERS AND EMERGENCY OPERATIONS CENTER DISPATCHERS – Personnel Policy Handbook pages (23/24)

2. *Section 3.15.2 (C) Non-exempt Emergency Operations Center Dispatchers are scheduled on a twenty-eight (28)–day work period under the FLSA 7(k) exemption. The work period for Emergency Operations Center Dispatchers shall be one hundred and sixty (160) hours within twenty-eight (28) days.*

When Emergency Operations Center Dispatchers are required to work more than one hundred and sixty (160) hours during the established twenty-eight (28) day work period, they shall be entitled to overtime compensation at one and one-half (1 ½) times their regular rate of pay for time actually worked in excess of one hundred and sixty (160) hours.

3. *The Effective date of this Ordinance once passed shall be April 1, 2024.*

All other portions of the Bartholomew County Personnel Policy adopted through Ordinance No. 2013-05 shall remain unchanged.

Commissioner Kleinhenz opened the meeting for public comment. Hearing none, the public comment section was closed. Commissioner Lienhoop motioned to Adopt on the Second Reading of Ordinance 2024-03 Amending the Personnel Policy for Bartholomew County as presented. Commissioner London seconded the motion, which passed unanimously.

Under miscellaneous, County offices will be closed on Monday, April 8, 2024 in observance of the Total Solar Eclipse. The next meeting will be held on Monday, April 15, 2024.

There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY
COMMISSIONERS



LARRY S. KLEINHENZ, CHAIRMAN



TONY LONDON, MEMBER



CARL H. LIENHOOP, MEMBER

ATTEST:



PIA O'CONNOR, AUDITOR