

## WHITLEY COUNTY COMMISSIONERS

January 2, 2018

The Whitley County Commissioners met in regular session Tuesday, January 2, 2018 at 1:00 pm in the Commissioners' Room located on the first floor of the Whitley County Government Center. Commissioners in attendance were Chairman George Schrumpf Vice Chairman Don Amber and Commissioner Thomas Western. Others in attendance were County Attorney Matt Shipman, Auditor Jana Schinbeckler, Stanley Crum, Chief Probation Officer Amy Motter, Adam Hurley from J & K Communications, Sheriff Gatton, Brandon Rittenhouse from the Probation Department, Jason Spencer from the Sheriff's Department, Highway Engineer Brandon Forrester and Jay Lockett from the Post & Mail,

Chairman Schrumpf opened the meeting with the Pledge of Allegiance.

**IN THE MATTER OF THE 2018 ELECTION OF OFFICERS:** In regard to the election of officers for the Whitley County Commissioners for 2018, Commissioner Amber nominated George Schrumpf for Chairman, seconded by Commissioner Western and passed with a 3/0 vote. Commissioner Western nominated Don Amber for Vice Chairman, seconded by Commissioner Schrumpf and passed with a 3/0 vote.

**IN THE MATTER OF THE COUNTY ATTORNEY:** County Attorney Matt Shipman informed the Commissioners that he did receive a check from Solstice Medical that was made payable to the EDC. Commissioner Schrumpf stated that Matt needs to give the check to the EDC to go into the revolving loan fund. Attorney Shipman did not have any updated on the InWelligent lawsuit at this time.

**IN THE MATTER OF THE BOARD APPOINTMENTS:** Commissioner Amber stated that he is no longer a member of the Region 3A Executive Board. Angela Campbell will now be part of the Safety Committee and Risk Assessment Committee because she is now the County Coordinator/HR. Commissioner Amber stated that Rita Sauders and Scott Jones need to be taken off of the GIS Task Force. Commissioner Western made a motion to approve the board appointments and changes, seconded by Amber and passed with a 3/0 vote.

**IN THE MATTER OF THE DOC GRANT:** Chief Probation Officer Amy Motter presented her grant request to the Commissioners for 2019. Amy is requesting to the State to cover Megan Anderson's salary and benefits as a Probation Officer and Brandon Rittenhouse's salary and benefits as a Field Officer. Amy had the total numbers broken down for each position with their salary, FICA/Medicare, PERF and insurance. The total amount being requested for the two positions for 2019 is \$129,107.00.

**IN THE MATTER OF THE CONFINEMENT OFFICERS, IT AND EMPLOYEE PAY:** Adam Hurley from J & K Communications made a presentation to the Commissioners in regard to an upgrade for the radio system due to an issue. Adam is presenting a solution to the Commissioners with a quote of what it will cost the County. The total cost of the upgrade is \$27,890.69. This would entail adding a site out at the water tower on 600 East and US 30 to help cover the East 30 Corridor. He would also upgrade the backbone so it is an IP backbone rather than an analog. This change would benefit police and fire departments. Sheriff Gatton is asking the Commissioners where they recommend the funding for this project come from. Commissioner Amber stated that he does not believe the Commissioners should decide where the invoice will be paid from. Commissioner Amber made a motion for a favorable pass to Council for this project, seconded by Western and passed with a 3/0 vote. In regard to cell phone stipends, Sheriff Gatton is requesting the Commissioners approve a cell phone stipend for Kory Bailey. Commissioner Amber made a motion to approve the cell phone stipend for Kory Bailey, seconded by Western and carried with a 3/0 vote. In regard to Jody Hollenbaugh's position, Sheriff Gatton stated that the IT work is not getting completed like it should be. There are several computers that need replaced at the Sheriff's Department and he received a quote that it would be around \$1,000.00 per computer. He is asking if the Commissioners have any recommendations on how to get this IT work accomplished at this time since there is not a position being paid to do so. Sheriff Gatton stated we need an IT program supplement for the Sheriff's Department whether it is an outside source or the duties or given to an individual within the department. He stated that Jody Hollenbaugh is capable of performing these duties. Commissioner Schrumpf suggested to put out a request for proposals for this position and see if outsourcing it would be cheaper. In regard to the Jail Confinement Officers, the County is in a critical state with staffing. There have been three guards injured during altercations with inmates since September 23, 2017. At times, Sheriff Gatton does not have enough staff to utilize the restraint chair. The guidelines for using the restraint chair are to have three officers present and they have to be trained on

how to use it. He is requesting a favorable motion from the Commissioners to the Council to hire three new confinement officers to meet the requirements of the State. In order to get to the staffing requirements of the State, we need to hire an additional 13 officers but he is hoping that hiring three at this time is a step in the right direction to show the State that the County is trying to become compliant. Commissioner Amber made a motion for a favorable pass to Council to hire three new Confinement Officers, seconded by Western and passed with a 3/0 vote.

**IN A MATTER OF MINUTES AND CLAIMS:** The minutes from the December 18, 2017 regular meeting were reviewed. Commissioner Amber made a motion to approve the minutes with one change. The change is that statement that Commissioner Thomas Western was absent when it should have read he was present for the meeting. Commissioner Western seconded the motion with the change and passed with a 3/0 vote. The minutes from the December 12, 2017 executive session meeting were reviewed. Commissioner Amber made a motion to approve the executive session minutes, seconded by Western and carried with a 3/0 vote. The Commissioners reviewed the payroll claims. Commissioner Amber made a motion to approve the payroll claims, seconded by Western and passed with a 3/0 vote. The claim distributions from December 18, 2017 through January 2, 2018 were reviewed by the Commissioners. Commissioner Amber made a motion to approve the accounts payable claims, seconded by Western and carried with a 3/0 vote.

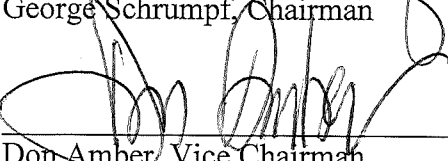
**IN THE MATTER OF THE COUNTY COORDINATOR/HR:** County Coordinator/HR Angela Campbell stated that the PTO policy needed updated. The current policy does not address PTO for Elected Officials. This is whether we have a current employee that becomes an Elected Official or if we have an Elected Official that becomes a full-time employee. The change would address PTO for both circumstances. If an Elected Official becomes a full-time employee, without a break in service, PTO will be calculated by taking the calendar year minus the year of the employee's initial start date of service with Whitley County to determine the employee's "length of service" category in the Earning PTO Schedule. If an active full-time employee becomes an Elected Official with Whitley County, the employee will be paid out in accordance with the Separation of Employment provision in this PTO policy upon the last day of full-time employment. The second change is in regard to the donation of PTO time to another employee. If the co-worker has a personal or non-personal health-related crisis requiring additional time off and has exhausted all of their PTO, they no longer have to be given approval by the Commissioners. It just needs to go through and get approval from the County Coordinator/HR. Commissioner Amber made a motion to approve both policy revisions, seconded by Western and passed with a 3/0 vote. There was one request for the donation of PTO from the Superior Court for 15 hours. Commissioner Amber made a motion to approve the request for the donation of PTO, seconded by Western and carried with a 3/0 vote.

**IN THE MATTER OF OTHER BUSINESS:** Highway Engineer Brandon Forrester came before the Commissioners requesting that a few of the annual bids be accepted today because there are materials he needs to purchase before their next meeting when the bids are rewarded. The first item he is requesting bid approval for is diesel fuel. Brandon is recommending that the Commissioners accept the bid from United Oil Corporation or they could potentially accept all bids. Commissioner Amber made a motion to accept the bids that include the diesel fuel coming from the Marathon rack in Huntington, seconded by Western with discussion. Western stated that the only problem with accepting the bids this way is that there is only one vendor that would be able to help if there were any issues. With this discussion, Commissioner Amber withdrew his motion. Commissioner Amber made a motion to accept the bid from United Oil Corporation for diesel fuel, seconded by Western and passed with a 3/0 vote. In regard to gasoline, Brandon recommended the Commissioners accept all bids and he can call around for the cheapest when it needs ordered. Commissioner Western made a motion to accept all gasoline bids, seconded by Amber and passed with a 3/0 vote. The last item that he would like to have approval for is the ice grit the Highway Department purchases. Brandon recommended that the Commissioners approve the bid from Bailey Aggregates at this time but not necessarily reject the other bids. Commissioner Western made a motion to accept the bid from Bailey Aggregates to purchase ice grit for the next two weeks but not reject the other bids at this time, seconded by Amber and passed with a 3/0 vote. The Board Appointments for the Plan Commission were presented to the Commissioners. Commissioner Amber made a motion to table the appointments at this time to obtain more information from Nathan Bilger, Planning Director. The motion was seconded by Western and passed with a 3/0 vote. Commissioner Schrupf informed the other Commissioners that the Veteran Service Officer would like to move his office down to the first floor and use the old Commissioner's room to make it easier on their clients that come in. Commissioner Amber made a motion to table moving the Veteran Service Office to the first floor until the next meeting, seconded by Western and carried with a 3/0 vote.

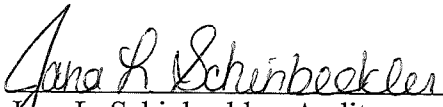
There being no further business and no further questions or comments from the public, Chairman Schrupf adjourned the meeting at 2:25 pm.

WHITLEY COUNTY COMMISSIONERS

  
George Schrumpf, Chairman

  
Don Amber, Vice Chairman

  
Thomas Western

Attest:   
Jana L. Schinbeckler, Auditor

