

The Adams County Board of Commissioners met April 20, 2021 at 10:00 a.m. in the Adams County Service Complex. Present were Commissioners: Rex Moore, Stan Stoppenhagen, and Steve Kuhn; County Attorney, Mark Burry, and Auditor, Tony Mellencamp.

**IN RE:** MINUTES

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen, for approval by the County Board of Commissioners' Minutes for April 13, 2021. Motion carried.

**IN RE:** AUDITOR REPORT

**Allied Weekly Claims**

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve Allied weekly health insurance claims in the amount of \$23,584.22. Motion Carried.

**Quarterly Comp Time**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the quarterly comp time report submitted by the Auditor. Motion Carried.

**Elaine Shafley**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve claim for Elaine Shafley in the amount of \$2,916.67. Motion Carried.

**Utility Payments**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve utility payments made on 4-16-2021 in the amount of \$37,287.09. Motion Carried.

**Weights and Measures**

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve the monthly report for March 16 through April 15 for Weights and Measures with 68 inspections done and 4 rejected. Motion Carried.

**X-Soft Tax System Proposal**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve subject to appropriation of funds by County Council the proposal from X-Soft for tax software for the Auditor and Treasurer's offices. Motion Carried. Discussion was whether to pay up front to get ten percent savings on licensing fee or break out payments into 5 years at cost of \$223,000 but that will be at Council discretion. Upon a motion by Steve Kuhn and second by Stan Stoppenhagen. Motion Carried.

**Deductions software**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the proposal from Perry Pro Tech in the amount of \$7,930 for office equipment and software in the Auditor's office. Auditor Mellencamp noted that his office has the money in the budget to pay for this. Motion Carried.

**IN RE:** COUNTY ENGINEER REPORT

County Engineer, Tim Barkey opened bids for the engineering firms who submitted bids for bridge inspections in Adams County. Bids were received by Butler, Fairman, Siefert; SGCA Engineers; USI Consultants; Beam, Longest, and Neff; Janssen and Spaans Engineering. The Commissioners will go over and score each firm over the next two or three weeks to see who gets the bid.

Another change order request for the hand rail on the bridge for the South Adams Trails project. Several were too long and began to sag so that will have to be repaired at a cost of \$5,407.90. That would be paid by the South Adams Trails group. Some of that cost could end up being paid by the state grant for reimbursement. Change order number 4. Upon a motion by Stan Stoppenhagen and second by Steve Kuhn Motion carried.

**IN RE:** HIGHWAY

Brad Yoder, County Highway Superintendent reported on the monthly draws with \$284,427.89 from MVH and \$38,105.81 from LRS. Upon a motion by Stan Stoppenhagen and second by Steve Kuhn. Motion Carried. Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve Craigville Telephone Company to install cable along an area adjacent to a county road in Kirkland Township. Motion carried. Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve two part-time summer positions sought by Brad Yoder for the Highway Department. Motion Carried.

**IN RE:** BUILDING MAINTENANCE

Supervisor Rick Burkhalter reported that the air handler at superior court is totally repaired. Emergency and exit lights are currently being installed in the complex.

**IN RE:** NATIONAL DAY OF PRAYER

Wes Kuntzman and Dan York asked, on behalf of the ministerial association, for use of the courthouse lawn for the National Day of Prayer. This would be held on Thursday, May 6. Upon a motion by Stan Stoppenhagen and second by Steve Kuhn. Motion Carried.

**IN RE:** COUNTY ATTORNEY

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve a highway department employee an extension of unpaid leave of absence after May 9, up to 6 months, for illness as all other avenues have been exhausted, including allowable time off under the county policy and FMLA. The employee will be responsible for paying his own insurance premiums via COBRA during that time. Motion Carried.

Jeremy Brown sought approval of an extra week of vacation time for an employee in the Prosecutor's office with several years of experience. This has not been done except with appointed positions so it was tabled for further discussion.

Ordinance 2021-1 was read by County Attorney. It details the direction of the American Rescue Plan funds and which line it gets put into. The fund has been created in the Auditor's office and will be entitled "ARP Grant Fund" with the Auditor issuing the fund as 8950. Upon a motion by Stan Stoppenhagen and second by Steve Kuhn. Motion Carried.

**IN RE:** OTHER MATTERS PROPERLY PRESENTED

Commissioner Rex Moore, Auditor Tony Mellencamp, County Attorney Mark Burry, and Payroll Deputy Eran Hackman, presented a possible way to gain an HR Coordinator with no added benefits costing the county revenue. The Coordinator would replace the Payroll Deputy and become non-categorized, depending on qualifications and experience and depending on the wage appeals committee direction and County Council approval. This position would report directly to the Adams County Commissioners and would fill an HR role for all county departments. The Commissioners as well as the County Attorney discussed the fact that the county has been contemplating an HR person for years. They feel that adding it as a coordinator position is the best way to begin that process. If it all goes well then a full- fledged HR Department could be installed in the future. They noted that this post will bring all County Departments consistency with current laws and would update policies for all departments. This allows for savings on attorney fees and stop potential lawsuits if all rules and law are not followed. An HR person would be aware of this as part of their position.

This came about due to the resignation of current Payroll Deputy Eran Hackman as she has accepted a position in the private sector. Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve the position based on wage appeals committee and County Council approval with a recommendation to make it non categorized. Motion Carried.

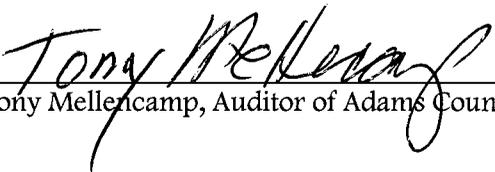
Treasurer Ed Dyer reported that all the tax bills have been mailed.

IN RE:

ADJOURNMENT

Upon a motion by Steve Kuhn, seconded by Steve Kuhn to adjourn, motion carried

ATTEST:

  
Tony Mellencamp, Auditor of Adams County

  
Steve Kuhn, Commissioner

  
Stan Stoppenhagen, Commissioner

  
Rex Moore, Chairman