

The Adams County Board of Commissioners met August 3, 2021 at 10:00 a.m. in the Adams County Service Complex. Present were Commissioners: Rex Moore, Stan Stoppenhagen, and Steve Kuhn; HR Coordinator Shannon Greene, Auditor, Tony Mellencamp, and County Attorney, Mark Burry.

**IN RE: MINUTES**

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen, for approval by the County Board of Commissioners' Minutes for July 27, 2021. Motion carried.

**IN RE: AUDITOR REPORT****Payroll Claims**

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve the payroll claims for 7-23-2021 in the amount of \$315,865.97 Motion Carried.

**Monthly Treasurer's Report**

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve the July Monthly Treasurer's Report submitted by Adams County Treasurer, Ed Dyer. Motion Carried.

**Allied Weekly Claims**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the Allied Weekly Claims in the amount of \$32,039.20. Motion Carried.

**Eastern Alliance**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve Eastern Alliance Worker's Compensation policy claim in the amount of \$1,390.00. Motion Carried.

**Accounts Payable Claims**

Upon a motion by Steve Kuhn and a second by Stan Stoppenhagen to approve accounts payable claims in the amount of \$722,596.40. Motion Carried.

**IN RE: HIGHWAY**

Adams County Highway Department Superintendent, discussed working with SourceWell pricing for equipment. Bids were noted for a 2021 payloader. Westside Tractor's bid was \$187,200.00. McCallister bid \$205,280.43. RPM Machinery bid \$207,671.56. All bids include a trade of the 1997 Samsung SL150-S, MCY0340.

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve the bid from Westside Tractor. Motion Carried.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve getting bids for a one-ton pickup truck. Motion Carried.

Upon a motion to allow I&M to bore under a road on CR 650N and CR 300W to hook up to a utility pole as a house is being built at that location, by Stan Stoppenhagen and second by Steve Kuhn to approve. Motion Carried.

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve I & M adding a new utility pole at CR 900S and CR 650W. Motion Carried.

**IN RE BUILDING AND GROUNDS**

Rick Burkhalter, Building and Grounds Supervisor, informed Commissioners that the shredding company will be here on August 20<sup>th</sup> to shred items for departments that have passed through the proper protocols.

**IN RE: GOLDEN MEADOWS**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve a pest control contract with Rose Pest Control Solutions for Golden Meadows. Motion Carried. Josh Tankersley, maintenance director, brought this before the Commissioners.

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to take under advisement, a contract for primary care services with Rounding Providers, LLC/RP Care LLC, in Fort Wayne, at Golden Meadows. Motion Carried. This would be at no cost to the county.

**IN RE: TREASURER**

Adams County Treasurer, Ed Dyer, reported to the Commissioners that he has deposited the stimulus money in to the highest interest bearing account and that it is earning \$1,013.43 per month. He also noted that the X-Soft Software for the Treasurer and Auditor's offices, will be installed later this month. SRI staff will be in the Treasurer's office to meet with staff of that office and the Auditor's office regarding verifications on properties that will be placed in the county tax sale later this year. Dyer also reported that he and Kathy LaFontaine will be attending the Treasurer's Association meeting in Fort Wayne on Tuesday and Wednesday of next week. Finally, he noted that the deadline for submitting RFP from banks for the Main Operating Account is Friday, Aug. 20 and bids from those banks will be opened at the Tuesday, August 31 Commissioner meeting.

**IN RE: OTHER MATTERS PROPERLY PRESENTED**

Jack Odle, Probation Department Administrator presented more information on Grace Probation. This program is replacing the former Drug Court. He reported on behalf of the Probation Department and Superior Court Judge Sam Conrad.

**IN RE: HR COORDINATOR**

The office secretary has resigned from the Public Defender's office and the HR Director is seeking a job description change and permission to post the job availability on Indeed.

Upon a motion to approve the new job description for the secretary of the PD office by Stan Stoppenhagen and second by Steve Kuhn. Motion Carried.

The HR Coordinator brought two job descriptions for the Auditor’s office to be approved. They are the Transfer Deputy and the Deputy Auditor. They are both currently NE 4 level and are having additional financial duties added to their job descriptions due to the loss of an employee in the former payroll and HR position in the Auditor’s Office. This would take them both to an NE 5 classification. Commissioner Stoppenhagen noted that he had changed his opinion following the wage appeals meeting regarding this and feels both positions have additional financial duties added that results in moving them both up to level NE 5.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the new job descriptions for the transfer deputy and deputy Auditors to NE 5. Motion Carried.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the new Covid 19 guidelines for the county. Motion Carried.

The HR Coordinator also presented the updated PTO Policy for Adams County to see if they want changes or want to approve it now. It would then go before Adams County Council as a recommendation from Commissioners to approve it.

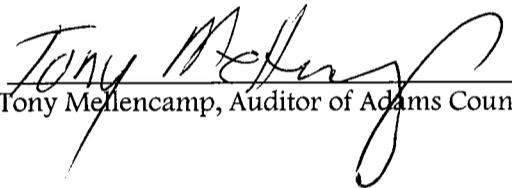
Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve the PTO policy and recommend it to Council for approval. Motion Carried.

IN RE: COUNTY ATTORNEY

Adams County Attorney Mark Burry reported to the Commissioners that he has reached out to Barnes & Thornburg regarding help with an ordinance and guidance on the use of ARPA revenues from the federal government.

IN RE: ADJOURNMENT

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to adjourn. Motion Carried.

ATTEST:   
Tony Melencamp, Auditor of Adams County

  
Steve Kuhn, Commissioner

  
Stan Stoppenhagen, Commissioners

  
Rex Moore, Chairman