

## **REGULAR SESSION RUSH COUNTY BOARD OF COMMISSIONERS February 12, 2024**

The Rush County Board of Commissioners met in regular session Monday, February 12, 2024, with Commissioners Mark Bacon, Ron Jarman, and Kenny Aulbach present. Auditor Tammy Justice and County Attorney Leigh Morning were also present.

Mark Bacon called the meeting to order at 9:00 a.m. with the Pledge to the American Flag.

### **MINUTES**

- Minutes of the Regular Session held on January 29, 2024, were presented. Ron Jarman made the motion to approve the minutes. Kenny Aulbach seconded. All were in favor. Motion carried.

### **CLAIMS**

- Accounts Payable claims for February 12, 2024, in the amount of \$498,568.10 were presented. Kenny Aulbach made a motion to approve the claims. Seconded by Ron Jarman. All were in favor. Motion carried.

### **PAYROLL**

- Payroll for February 16, 2024, in the amount of \$245,692.06 was presented. Ron Jarman moved to approve the payroll claims. Seconded by Kenny Aulbach. All were in favor. Motion carried.

### **CIRCUIT COURT**

- Judge Northam asked permission from the Commissioners to hire a temporary/part time employee until the end of the year. Judge Northam would like this employee to be paid the hourly rate of \$21.70 instead of the normal part-time amount. Ron Jarman moved to approve the temporary/part time hire at \$21.70 per hour. Seconded by Kenny Aulbach. All were in favor. Motion carried.

### **SENIOR CENTER**

- Interim Director Jack Harmon asked for the Commissioners to approve a new maintenance policy for all 5311 funded vehicles. Ron Jarman made a motion to approve the maintenance policy. Seconded by Kenny Aulbach. All were in favor. Motion carried.
- Interim Director Jack Harmon asked the Commissioners to approve a new financial policy for the Senior Center. Ron Jarman moved to approve the financial policy. Seconded by Kenny Aulbach. All were in favor. Motion carried.
- Interim Director Jack Harmon asked the Commissioners to approve a new procurement policy for the Senior Center. Ron Jarman made the motion to approve and sign the procurement policy upon approval from County Attorney Leigh Morning. Seconded by Kenny Aulbach. All were in favor. Motion carried.
- Interim Director Jack Harmon updated the Commissioners on the finances of the Senior Center and advised a \$20,000.00 payment to the line of credit would be made. Harmon also advised the Commissioners he would be proposing his board move forward with hiring a director to replace him.

## **TREASURER**

- Treasurer Susan Spaeth advised the Commissioners she had sent them the January monthly report.
- Treasurer Susan Spaeth asked the Commissioners to approve April 16, 2024, at 10:00 a.m. to hold the Commissioners Certificate Sale. Kenny Aulbach moved to hold the Commissioner Certificate Sale on April 16, 2024, at 10:00 a.m. Seconded by Ron Jarman. All were in favor. Motion carried.

## **HUMAN RESOURCES**

- Director Jodi Harr updated the Commissioners regarding employment status in several departments.
- Director Jodi Harr advised the Commissioners RMH would like to have their mobile unit present at the annual health fair for employees to walk through. Mark Bacon instructed they could park the mobile unit on the south side of the courthouse but to not block any of the handicap spots.
- Director Jodi Harr discussed with the Commissioners a letter received from Travelers Insurance Company regarding requiring criminal background checks for all employees and workplace harassment training for all employees. County Attorney Leigh Morning expressed concerns regarding the criminal background checks. Morning stated she had questioned Travelers as to the consequences of not requiring employees to do criminal background checks and has yet to receive a response. Ron Jarman moved to implement BMV policy checks effective March 1, 2024. Seconded by Kenny Aulbach. All were in favor. Motion carried.

## **CLERK**

- Clerk Angie Buckley advised the Commissioners that Dustin Case had updated the shelving in the closet where the voting machines are stored. Buckley stated that the shelving will hold approximately 23 machines and she will need to find locked storage space for approximately 22 more machines.
- Clerk Angie Buckley discussed with the Commissioners the issues with the weight and size of the new voting machines, stating she will be looking at solutions of transporting the machines to the polling sites.

## **EMA**

- Director Chuck Kemker presented the Commissioners with his yearly service record for them to sign off on for him to submit it for the salary reimbursement grant. Ron moved to sign the yearly service record. Seconded by Kenny Aulbach. All were in favor. Motion carried.
- Director Chuck Kemker advised the Commissioners the fire marshal had found several issues with the elevator. Kemker advised that American Elevator Inc. had submitted a quote and contract to do quarterly preventative maintenance on the elevator. Kenny Aulbach moved to approve the quarterly preventative maintenance contract after review from County Attorney Leigh Morning. Seconded by Ron Jarman. All were in favor. Motion carried.

## **HIGHWAY**

- Superintendent Jerry Sitton presented the Commissioners the Highway Department monthly report for January.

## AUDITOR

- Auditor Tammy Justice advised the Commissioners she would be doing a transfer in the ARPA funds in the amount of \$15,216.85 from the Community Center line to Loss of Revenue Highway.
- Auditor Tammy Justice advised the Commissioners the balance in the Courthouse Roof Bond Proceeds is currently at \$536,053.01 with a budgeted amount of \$339,000.00 for 2024.
- Auditor Tammy Justice advised the Commissioners that as her office was working on the 2023 annual report for grants, it was discovered that the fund 8117 Public Transportation grant had a balance of \$42,865.00. The Senior Center did not request nor did the Auditor's office disburse the funds in a timely manner. Justice advised the Commissioners she has put in place procedures that the agency must fill out a claim requesting the Auditor to disburse the funds. This will ensure that the Agency plus Rush County will be in balance. Justice informed the Commissioners interest in the amount of \$2,506.31 which was calculated by the Treasurer will need to be paid to the agency. Justice advised she will need to submit an official statement from Rush County explaining how the oversight occurred, how it was identified, and the procedures put in place to eliminate similar occurrences. As well as the amount and dates the reconciliation was corrected and paid. The official statement will need to be signed by the Commissioner President and the Auditor. Ron Jarman moved to sign the letter. Seconded by Kenny Aulbach. All were in favor. Motion carried.

## MISC

- A representative from Envoy presented the Commissioners with a contract for their services and scope on the courthouse renovation project. The contract was taken under advisement.
- County Attorney Leigh Morning presented the Commissioners with Resolution 2024-1 A Resolution Establishing the Intent to Conduct a Commissioners Sale to Sell Tax Certificates for Properties that are Severely Delinquent in Payment of Property Taxes. Ron Jarman moved to sign Resolution 2024-1. Seconded by Kenny Aulbach. All were in favor. Motion carried.
- County Attorney Leigh Morning presented the Commissioners with a Commissioners Certificate Sale Services Addendum to the SRI Tax Sale Services Agreement. Kenny Aulbach moved to approve the SRI Service Agreement. Seconded by Ron Jarman. All were in favor. Motion carried.
- Mark Bacon presented the Commissioners with a preventative maintenance contract with Cummins for the courthouse generator. Ron Jarman moved to approve the contract. Seconded by Kenny Aulbach. All were in favor. Motion carried.
- Mark Bacon updated the Commissioners on the courthouse boiler and expressed his concerns regarding QPH and them not changing the filters in the units at the courthouse.
- Ron Jarman moved to approve water testing for the boilers at the courthouse with Chargon. Seconded by Kenny Aulbach. All were in favor. Motion carried.
- Ron Jaman updated the Commissioners on the lot in Milroy stating the building is completely down and the lot has been seeded. Jarman suggested starting discussions on how to get the parcel back on tax rolls. The Auditor advised she has received a bill for teardown of the property from JA Shroyer

for \$74,700.00. The Commissioners instructed her to pay that out of Cum Cap.

- The Commissioners held a discussion on broadband and the benefits of creating an infrastructure development zone. Kenny Aulbach moved to ratify a letter of support for mainstream for the NLC4 grant. Mark Bacon seconded. All were in favor. Motion carried.

Ron Jarman made a motion to adjourn. Seconded by Kenny Aulbach. All were in favor. Motion carried.

/Mark Bacon/  
Mark Bacon, Chairman

/Kenny Aulbach/  
Kenny Aulbach

/Ron Jarman/  
Ron Jarman

ATTEST:

/Tammy Justice/  
Tammy Justice, Auditor