

Owen County Commissioners
Meeting Minutes-January 4, 2022

Meeting was opened by Auditor Sheila Reeves.

Pledge of Allegiance was said, and Opening Prayer was given by Sheriff Hobbs.

Roll was called, all members were present and the Public signed in. Sheet attached for permanent record.

Also in Attendance was Attorney Jim Bryan.

Nominations for President were opened. A motion to nominate Gary Burton as President was made by Bob Curry; seconded by Dale Dubois. Nominations were closed, motion carried 3-0.

Ms. Reeves turned the meeting over to Mr. Burton.

Mr. Burton made a motion to nominate Bob Curry as Vice-President; seconded by Dale Dubois. Carried 3-0.

A motion to approve the minutes as presented was made by Dale Dubois; seconded by Bob Curry. Carried 3-0.

Attorney Jim Bryan gave a financial overview of the current Claims Docket, and Out of Cycle for January 4th with the Regular-\$167,093.26 and Out cycle-\$33,106.33 (less Covid at this time) and gave an amount of \$884,702.79 for the current positive balance of the General Fund. Payroll Claims were also presented in the amount of \$226,762.19.

A motion to approve the Payroll was made by Dale Dubois; seconded by Bob Curry. Carried 3-0.

A motion to approve Regular Claims was made by Bob Curry; seconded by Dale Dubois. Carried 3-0.

A motion to approve Utilities was made by Bob Curry; seconded by Dale Dubois. Carried 3-0.

Discussion regarding the Covid Clinic Claims and the required one-hour lunch hour per County Policy was addressed. Claims have been submitted showing the lunch hour but still being paid. It was agreed effective today that they would have to take unpaid lunches whether by rotating staff or closing for the noon-1:00 hour.

A motion to approve the current claims \$6840 was made by Gary Burton; seconded by Bob Curry. Carried 3-0.

Next Mr. Bryan reviewed I.C. regarding Claims Procedures. Filing, Review, Required Documentation, Claims Dockets, Allowable Out-of-Cycle, Appropriations, Sufficient Funds, and Resolution 2021-003 and providing copies of all bills/claims to them.

*Statutes-No monies, do not pay

*Out-of-Cycle are only the eighteen that have been adopted

*Take a double/triple look at Unappropriated Items

*General Fund Balance must last until June Settlement

*No unnecessary Additional Expenditures

Mr. Burton confirmed that they want hard copies of all bills/claims for review.

Old Business

Mr. Bryan reviewed the ARPA County Plan is ready to be sent to the Council for funding.

New Business

Resolution 2022-001 for the Appointing of Department Heads for 2022 was presented and read by Mr. Bryan.

A motion was made by Gary Burton; seconded by Bob Curry to appoint Suzanne Simmerman as the Planning & Building Director/Mapping. Carried 3-0.

A motion was made by Gary Burton; seconded by Bob Curry to appoint Cris Lunsford as the EMS Director. Carried 3-0.

A motion was made by Bob Curry; seconded by Gary Burton to appoint Greg Melton as Highway Commissioner. Carried 3-0.

A motion was made by Bob Curry; seconded by Dale Dubois to appoint Joe Goldman as the Veteran Service Officer. Carried 3-0.

A motion was made by Dale Dubois; seconded by Bob Curry to appoint Kathleen Lamb as the Executive Director for Communications Center. Carried 3-0.

A motion was made by Bob Curry; seconded by Dale Dubois to appoint Rick Smeltzer as the Part-time Building Inspector. Carried 3-0.

It was noted that the Maintenance Superintendent Position is currently vacant.

Mr. Burton also asked for a motion to approve the Contract for the County Attorney in the amount of \$160,000. The motion was made by Dale Dubois; seconded by Bob Curry. Carried 3-0.

A copy of the 2021 Liaison Appointments was presented for comparisons for the 2022 List to be approved.

A motion to keep the Liaison List the same as 2021 was made by

Highway Superintendent Greg Melton began with requesting the Commissioners to re-advertise for Bids for Wrecker Services. It was agreed that Mr. Bryan will prepare the legal notices and present at the next meeting for February decisions.

Mr. Melton related he has four employees out with Covid. He is requiring his staff to wear masks when in the public and concerned with his protocols that he has implemented. Burton feels that each Department needs to do their own procedures. It was agreed that each Department will write their own Policies that will present guidelines for safety for staff and other co-workers. They continued to say that they would fully support each department with their staff if issues should develop/occur. Sherriff Hobbs and Cris Lunsford both added that they too have positive employees out and are trying to manage the symptoms versus CDC guidelines. Direct contact with own household-positive must get a test. If vaccinated, and exposed; test-if negative and wear a mask upon return to work. If you have a fever-stay home/go home. Ms. Reeves was to notify all departments immediately and provide copies to the commissioners. Also re-affirmed that there is No Covid Pay for employees.

Next Mr. Melton gave copies of Quotes he had received for Hot Box'. Requests from Seal Master, Southeastern Equipment and Brandise had been requested with only Seal Master and Southeastern responding. Seal Master-\$28200 and Southeastern-\$28,011.75 with additional costs for fuel/freight for a total of \$29,261.75. A motion to approve Seal Master was made by Bob Curry; seconded by Dale Dubois that includes a payment extension until March. Carried 3-0.

Elected Officials-

EMS Director Cris Lunsford related that he had gone to the Council and was waiting for the additional appropriation process-public hearing on January 10th with Council for the new Tahoe.

Attorney Comments-

Auditor Comments-

Commissioners Comments-

Mr. Curry reiterated need to keep foot on the brakes to get through the new year.

Mr. Dubois asked if an executive session for Maintenance Position that is open. It was agreed to hold the session on January 18th @ 5pm prior to the Regular Meeting.

Mr. Burton agrees with Bob that it's a new year and hope for a great 2022.

Mr. Burton made a motion to adjourn; seconded by Bob Curry. Carried 3-0.